



**Item:** Annual Action Plan Including Use of 2012/2013 CDBG & HOME Funds

**From:** Mike Haynes, AICP, Planning and Community Development Department Director

**Initiated By:** Wendy Thomas, AICP, Planning and Community Development Deputy Director

**Presented By:** Mike Haynes, AICP, Planning and Community Development Department Director

**Action Requested:** Adopt the Annual Action Plan and authorize submittal to the U. S. Department of Housing and Urban Development

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**Suggested Motion:**

1. Commissioner moves:

“I move that the City Commission adopt the Annual Action Plan including the use of the 2012/2013 Community Development Block Grant funds and 2012/2013 HOME Program funds as recommended.”

2. Mayor calls for a second, discussion, inquiries from the public, and calls the vote.

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**Staff Recommendation:** The Community Development Council and staff recommend the City Commission adopt the Annual Action Plan including the use of the 2012/2013 Community Development Block Grant (CDBG) funds and the use of the 2012/2013 HOME Investment Partnership Program funds, and authorize submittal to the U. S. Department of Housing and Urban Development (HUD).

**Background:** The Annual Action Plan portion of the Consolidated Plan includes the proposed use of CDBG and HOME funds for the upcoming fiscal year. The Consolidated Plan is a 5-year comprehensive planning strategy document required by HUD.

CDBG and HOME Grant project applications were received in January, 2012. The Community Development Council reviewed the applications and made funding recommendations to the City Commission on March 20, 2012. A 30-day comment period, March 29, 2012 through April 27, 2012, was established to receive citizen views on:

- The proposed Annual Action Plan;
- The proposed use of 2012/2013 CDBG and HOME funds; and,
- Program performance and policies.

A copy of the proposed Annual Action Plan was available for review in the City CDBG/HOME & Neighborhood Council office, the Great Falls Public Library, and the City of Great Falls web site. In addition, the City Commission held a public hearing on April 17, 2012 to receive input. The public hearing comments are attached to this report.

At the conclusion of the 30-day comment period, the City Commission must adopt as recommended, or amend and adopt, the final Annual Action Plan for submittal to HUD in order for the City to continue to receive CDBG and HOME program funds. HUD must receive the Plan on or before May 15, 2012. The final Annual Action Plan is on file in the City Clerk's office.

**Concurrences:** The Community Development Council reviewed the applications and made funding recommendations to the City Commission on March 20, 2012.

**Fiscal Impact:** The City of Great Falls is currently expecting to utilize \$972,359 of Community Development Block Grant funds and \$558,040 of HOME funds from HUD in the coming year.

**Alternatives:** The City Commission may choose to approve the Annual Action Plan as presented or amend the plan.

Attachments/Exhibits:

Proposed Funding List  
Public Hearing Comments

**2012/2013 PROPOSED USE OF FEDERAL GRANT FUNDS  
COMMUNITY DEVELOPMENT BLOCK GRANT**

***Affordable Housing***

	<u>Requested</u>	<u>Proposed</u>
<p><b>GREAT FALLS CITY PLANNING &amp; COMMUNITY DEVELOPMENT– CODE ENFORCEMENT</b> Provide services to preserve and enhance public health and safety by enforcing international and city codes related to maintenance of property and buildings</p>	\$35,766	\$35,766
<p><b>GREAT FALLS CITY PLANNING &amp; COMMUNITY DEVELOPMENT– REHABILITATION SPECIALIST</b> Provide rehab counseling, loan processing, inspections and construction monitoring for all CDBG-funded City revolving loan housing programs for low income people</p>	\$64,872	\$64,872
<p><b>GREAT FALLS CITY PLANNING &amp; COMMUNITY DEVELOPMENT– RENTAL IMPROVEMENT LOAN PROGRAM</b> Provide funds for no interest loan program for property owners who provide rental units which remain affordable to low income households to bring rental units up to current code requirements, funding will be limited to use within the area defined by the Downtown Master Plan</p>	\$150,000	\$67,473
<p><b>MONTANA HOMEOWNERSHIP NETWORK</b> Provide down payment assistance to low income families who are first time home buyers through housing that NHS has developed, agency located at 509 1<sup>st</sup> Avenue North</p>	\$25,000	\$25,000
<p><b>NEIGHBORHOOD HOUSING SERVICES, INC.</b> Revolving loan fund to provide down payment assistance, new construction, purchase and rehabilitation of houses and other activities addressing neighborhood revitalization activities in their CBDO-designated neighborhoods</p>	\$125,000	\$60,289

***Economic Development***

<p><b>GREAT FALLS DEVELOPMENT AUTHORITY</b> Provide technical assistance for owners and potential owners of microenterprises with a goal of creating jobs for low income people, agency located at 300 Central Avenue</p>	\$25,000	\$0
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## ***Public Facility Improvements***

	<u>Requested</u>	<u>Proposed</u>
<p><b>BOYS &amp; GIRLS CLUB OF CASCADE COUNTY</b>            Purchase and install two energy efficient doors and windows in front entryway and one energy efficient back door in building located at 600 1<sup>st</sup> Avenue Southwest which has programs to serve at-risk youth                Fund entryway doors and windows</p>	\$16,000	\$12,000
<p><b>CASCADE COUNTY HISTORICAL SOCIETY</b>            Renovations to provide two handicap accessible restrooms on the first floor of history museum located at 422 2<sup>nd</sup> Street South</p>	\$47,999	\$0
<p><b>CENTER FOR MENTAL HEALTH</b>            Upgrade electrical system at Center West, a transitional living facility for adults with severe mental illnesses</p>	\$27,196	\$25,000
<p><b>CHILDREN'S MUSEUM OF MONTANA</b>            Energy efficiency upgrade to HVAC system in children's museum located at 22 Railroad Square                Fund upstairs heating units and upstairs air conditioning</p>	\$40,295	\$30,170
<p><b>GREAT FALLS CITY PARK &amp; RECREATION – COMMUNITY RECREATION CENTER</b>            Energy efficiency upgrade to HVAC system and entry way door in community recreation center located at 801 2<sup>nd</sup> Avenue North</p>	\$56,680	\$0
<p><b>GREAT FALLS CITY PARK &amp; RECREATION – MORONY NATATORIUM</b>            Purchase and install energy efficient boiler and heat exchangers at public pool facility located at 111 12<sup>th</sup> Street North                Fund boiler</p>	\$107,148	\$91,464
<p><b>GREAT FALLS CITY PARK &amp; RECREATION – PINSKI PARK</b>            Purchase and install handicap accessible play structure and play area border at Pinski Park located at 6<sup>th</sup> Avenue South and 46<sup>th</sup> Street South</p>	\$37,500	\$34,499
<p><b>GREAT FALLS CITY PARK &amp; RECREATION – VERDE PARK</b>            Purchase and install handicap accessible play structure and play area border at Verde Park located at Verde Drive and 19<sup>th</sup> Avenue South</p>	\$37,500	\$0

	<u>Requested</u>	<u>Proposed</u>
<p><b>GREAT FALLS CITY PUBLIC WORKS – 9<sup>TH</sup> STREET NORTH</b>            Replace curb and gutter on 9<sup>th</sup> Street North from 3<sup>rd</sup> Avenue North to 8<sup>th</sup> Avenue North</p>	\$150,930	\$75,500
<p><b>GREAT FALLS CITY PUBLIC WORKS – SIDEWALK REPLACEMENT</b>            Grant program to provide assistance to low income homeowners to remove and replace hazardous sidewalks in Census Tract 16 (boundaries of Northwest Bypass to 5<sup>th</sup> Avenue Southwest and 3<sup>rd</sup> Street Northwest to 10<sup>th</sup> Street Southwest) and other areas at request of low income homeowners</p>	\$50,000	\$30,000
<p><b>HABITAT FOR HUMANITY</b>            Install sewer and water lines, excavate for foundations and install concrete porches, steps, sidewalks and parking pads at 526 4<sup>th</sup> Avenue South, 707 7<sup>th</sup> Avenue South and 808 7<sup>th</sup> Avenue South</p>	\$19,900	\$19,900
<p><b>MONTANA INSTITUTE OF FAMILY LIVING</b>            Upgrade south parking lot, replace fifth floor hallway carpeting and replace floor tile in kitchen at Park Manor, a subsidized apartment complex for low income elderly and disabled people            Fund carpeting</p>	\$49,180	\$7,900
<p><b>PARIS GIBSON SQUARE</b>            Purchase and install energy efficient boiler and thermostats, purchase and install infrared door sensor for elevator and handicap accessible/energy efficiency upgrade to west entrance doors at art museum located at 1400 1<sup>st</sup> Avenue North            Fund boiler</p>	\$68,308	\$20,342
<p><b>TRIGG-C.M. RUSSELL FOUNDATION, INC.</b>            Exterior renovations including roof replacement, painting and deck repairs to Charles M. Russell Residence located at 400 13<sup>th</sup> Street North</p>	\$28,590	\$0
<p><b>URSULINE CENTRE HISTORICAL FOUNDATION</b>            Renovations including drainage changes, brick re-pointing, floor repairs and column stabilization to the east wing of historical building located at 2300 Central Avenue</p>	\$29,753	\$22,450
<p><b>YWCA OF GREAT FALLS</b>            Upgrade parking lot, replace handicap accessible ramp and purchase and install two handicap accessible chair lifts for facility that houses a thrift shop, domestic violence emergency shelter and other community services, location confidential            Fund two chair lifts</p>	\$74,290	\$10,000

## ***Public Service Activities***

	<u>Requested</u>	<u>Proposed</u>
<p><b>AREA VIII AGENCY ON AGING</b> Purchase food for Meals on Wheels, a citywide home delivery meal program for seniors who are handicapped or unable to prepare meals</p>	\$25,000	\$25,000
<p><b>BIG BROTHERS BIG SISTERS</b> Purchase computer work station and provide technical installation assistance for agency located at 18 6<sup>th</sup> Street North Suite 26 that provides mentoring support for youth</p>	\$5,005	\$5,005
<p><b>BOYS &amp; GIRLS CLUB OF CASCADE COUNTY</b> Provide scholarships for summer day camps and transportation services to day camps for children from low income families, programs located at Great Falls Housing Authority (1722 Chownen Springs Loop) and Boys &amp; Girls Club (600 1<sup>st</sup> Avenue Southwest) Fund scholarships</p>	\$46,200	\$30,000
<p><b>CASA-CAN CHILDREN'S ADVOCATE NETWORK</b> Purchase printer and volunteer training materials and provide continuing education and training conference expenses to expand volunteer program located at 415 2<sup>nd</sup> Avenue North which provides advocates for abused and neglected children in the legal system Fund training manuals, binders and \$1,600 for conference expenses</p>	\$5,600	\$2,300
<p><b>CASCADE COUNTY LAW CLINIC</b> Purchase copier/fax and computer work station for agency which provides assistance in civil matters of family law to low income people, agency located at 401 3<sup>rd</sup> Avenue North Fund computer work station</p>	\$5,465	\$2,100
<p><b>CHILDREN'S MUSEUM OF MONTANA</b> Provide scholarships for children from low income families to participate in play-to-learn exhibits at museum located at 22 Railroad Square</p>	\$6,000	\$6,000
<p><b>FAMILY CONNECTIONS</b> (aka Child Care Solutions Montana) Provide child care scholarships for children from low income families, agency located at 202 2<sup>nd</sup> Avenue South</p>	\$15,000	\$7,500

	<u>Requested</u>	<u>Proposed</u>
<p><b>FARM IN THE DELL GREAT FALLS</b>  Purchase tiller, garden tractor and tractor attachments to develop vocational programming in greenhouse work, gardening, compost production and farming for low to moderate income developmentally disabled adults in Great Falls  Fund tiller and garden tractor</p>	\$8,300	\$6,917
<p><b>GREAT FALLS CITY PARK &amp; RECREATION— COMMUNITY RECREATION CENTER</b>  Provide scholarships for children from low income families for after school child care and summer camp programs at community center located at 801 2<sup>nd</sup> Avenue North</p>	\$7,200	\$7,200
<p><b>GREAT FALLS CITY PARK &amp; RECREATION—EAGLE FALLS</b>  Purchase paramobile adaptive golf cart to be used at Eagle Falls community golf course located at 1025 25<sup>th</sup> Street North</p>	\$17,500	\$0
<p><b>GREAT FALLS JOB SERVICE</b>  Scholarships for people who are receiving TANF (Temporary Assistance for Needy Families) to attend job seeking and job readiness skills programming at Montana State job service located at 1018 7<sup>th</sup> Street South</p>	\$25,000	\$0
<p><b>GREAT FALLS SENIOR CITIZENS CENTER</b>  Purchase food and supplies for on-site meal program for the elderly administered in elderly facility located at 1004 Central Avenue</p>	\$10,000	\$3,000
<p><b>PARIS GIBSON SQUARE</b>  Purchase handicap accessible pottery wheels and adaptive art supplies to provide art class programming at museum located at 1400 1<sup>st</sup> Avenue North  Fund art supplies</p>	\$5,800	\$3,000
<p><b>QUALITY LIFE CONCEPTS, INC.</b>  Purchase equipment including computer work station, used pick-up, snow thrower and two push mowers to expand work services program for developmentally disabled adults located at 215 Smelter Avenue Northeast  Fund computer work station, snow thrower and two push mowers</p>	\$15,142	\$4,158

	<u>Requested</u>	<u>Proposed</u>
<b>RURAL DYNAMICS, INC.</b> Provide scholarships for credit and debt management service programming and family memberships for Prosperity Club for low to moderate income people, agency located at 2022 Central Avenue Fund Prosperity Club memberships	\$28,000	\$18,000
<b>ST VINCENT DE PAUL</b> Purchase industrial shelving to expand food storage at thrift store located at 426 Central Avenue West	\$7,584	\$5,154
<b>YOUNG PARENTS EDUCATION CENTER</b> Provide day care scholarships and emergency housing scholarships for very low to low income teen or young adult parents completing high school or GED programs, programs located at alternative high school at 2400 Central Avenue	\$20,000	\$20,000
<b><i>Administration</i></b>		
<b>CDBG PROGRAM ADMINISTRATION</b> General oversight, promotion, financial accountability, monitoring, reporting, and coordination of the CDBG program including activities to further fair housing and the Continuum of Care for Homelessness	\$194,400	\$194,400
<b>TOTAL CDBG FUNDING REQUESTED</b>	<b>\$1,714,103</b>	
<b>UNPROGRAMMED FUNDS</b>		<b>\$254,156</b>
<b>TOTAL CDBG FUNDING RECOMMENDATION</b>		<b>\$972,359</b>
<b>TOTAL ANTICIPATED CDBG GRANT</b>		<b>\$718,203</b>
<b>TOTAL AVAILABLE CDBG GRANT FUNDS</b>		<b>\$972,359</b>



**2012/2013 PROPOSED USE OF FEDERAL GRANT FUNDS  
HOME INVESTMENT PARTNERSHIP PROGRAM**

	<u>Requested</u>	<u>Proposed</u>
<b>GREAT FALLS HOUSING AUTHORITY</b> Sand Hills Phase IV—Construct fourth affordable handicap accessible four-plex apartment complex at 1517 23 <sup>rd</sup> Street South	\$500,000	\$500,000
<b>NEIGHBORHOOD HOUSING SERVICES, INC.</b> Owners in Partnership XX—construct and rehabilitate single family houses and provide down payment and closing cost assistance for low income home buyers on citywide basis	\$35,000	\$35,000
<b>HOME PROGRAM ADMINISTRATION</b> General oversight, management, promotion, financial accountability, monitoring and coordination of the HOME program	\$23,040	\$23,040
<b>TOTAL HOME FUNDING REQUESTED</b>	<b>\$558,040</b>	
<b>UNPROGRAMMED FUNDS</b>		<b>\$325,878</b>
<b>TOTAL HOME FUNDING RECOMMENDATION</b>		<b>\$558,040</b>
<b>TOTAL ANTICIPATED HOME GRANT</b>		<b>\$232,162</b>
<b>TOTAL AVAILABLE HOME FUNDS</b>		<b>\$558,040</b>

Community Proposed Plan Public Hearing Summary  
City Commission Meeting  
April 17, 2012

A public hearing was held as part of the regular City Commission meeting on April 17, 2012, at 7 p.m. in the Commission Chambers at the Civic Center. The hearing was held to provide an opportunity for citizens to advise the City Commission on their opinions regarding the proposed 2012/2013 Annual Action Plan, the proposed use of Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funds for the upcoming year and on the performance of the CDBG and HOME grant programs.

Michael Haynes, director of the Planning and Community Development Department, advised the City Commission federal grant funds are generally shrinking while community needs continue to grow. This year requests for CDBG funding exceeded the amount of funds available by two to one.

The following listing is a summary of the comments which were expressed in the public hearing.

Opponents:

**Steve Johnson.** "Opponent because I think there are too many strings attached to this. That's all."

Proponents:

**Nancy Wilson,** Cascade County Meals on Wheels. Ms. Wilson reported Meals on Wheels delivers 315 meals each day in Great Falls and over 70 percent of their clients are low income. Ms. Wilson noted many seniors are on very limited incomes and senior hunger is a growing concern. She related the Meals on Wheels program allows seniors to remain independent in their own home for as long as possible and remain a part of the community. Ms. Wilson thanked the City Commission for the excellent job they have done with providing housing for seniors but noted seniors also need food. Ms. Wilson stated the CDBG allocation will allow Meals on Wheels to buy more food so they can feed more seniors. Ms. Wilson thanked the City Commission for their past support.

**Shyla Patera,** Northcentral Independent Living Center and private citizen. Ms. Patera related she was speaking as a private citizen tonight in support of many of the CDBG grantees but written comments from Northcentral Independent Living Services would follow. Ms. Patera asked the City Commission to consider low and moderate income housing as an accessibility need for Great Falls. She attested to this need as she lives in one of the units that has benefited and knows that Accessible Space, Inc., who built these units is considering building more HUD units for the elderly. She also asked that more units be targeted for citizens that are just beyond poverty level but need accessible services. Ms. Patera works for Northcentral Independent Living Services and the agency receives calls

about housing for seniors and people with disabilities every day and it is one of the biggest needs they see. Ms. Patera expressed appreciation of the City Commission's support of all CDBG programs and hoped that more could be done in the future.

**Brett Doney**, Great Falls Development Authority. Mr. Doney thanked Planning & Community Development Department staff for the research they did on how other cities use CDBG funds for microenterprise technical assistance to help create private sector jobs for low to moderate income residents. Mr. Doney noted they were able to show that this assistance meets HUD regulations as well as the City Commission guidelines.

**Judy Tankink**, Neighborhood Council #4. Ms. Tankink is a member of Neighborhood Council # 4 and she reported they met last night in a special meeting and unanimously endorsed the CDBG project to make needed improvements at Pinski Park.

**Sheila Rice**, NeighborWorks Great Falls. Ms. Rice thanked the Community Development Council for their very difficult deliberations. She also thanked the City Commission for maintaining the housing slice in CDBG funding. Ms. Rice related she looked forward to working with City staff and the City Commission next year to increase the capital available for rental rehabilitation in the downtown area. Ms. Rice noted the proposed plan represents a 50 percent cut in NeighborWork's usual allocation and they are assessing the impact this decrease will have on their operations. Ms. Rice thanked the City Commission for the funding that would be available and wanted to go on record in support of the plan.

**Heidi Gibson**, Center for Mental Health. Ms. Gibson related that the Center for Mental Health serves 5,000 people in central Montana and one-half of them served are in Great Falls. The clientel the agency primarily serves are people with severe and disabling mental illness and 86 percent of these people have low to moderate incomes. The Center for Mental Health serves veterans and some of them have stayed at the Center West transitional group home. Ms. Gibson asked the City Commission to support the Center West transitional group home project.

**Mark Sanders**, private citizen. Mr. Sanders related he is in support of the need for more visitable houses.

**Ron Gessaman**, private citizen. Mr. Gessaman related he was not specifically addressing CDBG but rather was addressing the procedure by which it was being handled. He noted the City Commission set the public hearing several weeks ago, was having a public hearing tonight and then would consider public input when they take final action on May 1. Mr. Gessaman would like to see all public hearings handled in this method in the future whereby a public hearing is held and then two weeks later action is taken so the City Commission has sufficient time to consider the testimony.