



CITY OF PARKERSBURG

&

PARKERSBURG/WOOD COUNTY CONSORTIUM

2015

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

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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.

Activities undertaken in the 2015 program year by the City of Parkersburg and the Parkersburg/Wood County HOME Consortium continue to meet the goals and objectives in the City's 5 year Strategic Plan (2015-2019). The City of Parkersburg continues to pursue economic development objectives that create job opportunities for low to moderate income persons in the jurisdiction. The Wood County HOME Consortium also continues to provide affordable housing opportunities for citizens throughout Wood County.

- Assisted two (2) family with home ownership using the City's First-time Homebuyer program (Single-Family Homeownership Opportunity Program). \$43,200 was provided as Direct Financial Assistance to Homebuyers. A total of 11 applications were received, unfortunately 9 were unable to secure a loan through a traditional lender.
- Continued work with Habitat for Humanity of the Mid-Ohio Valley, a Community Housing Development Organization (CHDO), to build affordable housing units for low income families. During the 2015-16 year, the city provided HOME Funds to Habitat for Humanity to build two (2) new single-family homes. As a result, Low-Income Households will move into safe and affordable housing.
- Continued funding for critical public services, which includes assistance to the City's COPE Police Program and CODE Enforcement Division. These services benefit predominantly LMI Census Tract/Block Groups throughout the city.
- Reduced the number of slum and blighted properties in the City through its Demolition Program. The City was able to demolish thirteen (13) homes that were contributing to slum and blight conditions, mostly in LMI Neighborhoods.
- Continued to administer the Downtown Façade Program, which assists commercial property owners with exterior repairs. However, the City did not start a new Façade Project during the 2015-16 year. One Application was received and after extensive consultation, the application was withdrawn. The City currently has another application in process.
- Continued to administer the Schools 2 Pools program, which offers elementary age children, from LMI Households, free admission to City pools. The City distributed 342 pool passes to children of LMI Households. This indicates a 14.5% increase over the previous year.
- Continued to administer the City's Emergency Housing Program, to assist very low income individuals with emergency repairs to their home (CDBG). The city completed seven (7) emergency repairs during the year. An investment of \$33,021.34 into low and moderate income communities.
- Continued to administer the City's Minor Home Repair Program. The City completed three (3) minor repairs on homes owned by Low-

Income Households. An investment of \$36,745 into low and moderate income communities.

- Continued to administer the City's Owner-Occupied Rehabilitation Program. The City completed three (3) rehab projects on homes owned by low-moderate income households. An investment of \$81,912.22 into low and moderate income communities.
- Continued to assist Westbrook Health Services with their PATH and Permanent Housing Programs. Both programs are designed to help individuals and families attain or maintain housing. These individuals are homeless or on the brink of becoming homeless. Five (5) LMI individuals were able to secure safe and affordable housing with this program.

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
Create a Business Incubator	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	25	0	0.00%			
Create a Business Incubator	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	10	0	0.00%			
Create Opportunities for residents to Age in Place	Affordable Housing Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	15	0	0.00%			

Create Opportunities for residents to Age in Place	Affordable Housing Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Rental units constructed	Household Housing Unit	2	0	0.00%	10	5	50.00%	50.00%
Create Opportunities for residents to Age in Place	Affordable Housing Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	10	5	50.00%				
Enhance Assistance for Special-Needs Residents	Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	50	0	0.00%				
Enhance Assistance for Special-Needs Residents	Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	30	0	0.00%				
Enhance Assistance for Special-Needs Residents	Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	30	0	0.00%				
Enhance Assistance for Special-Needs Residents	Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	30	0	0.00%				

Enhance Assistance for Special-Needs Residents	Non-Homeless Special Needs	CDBG: \$ / HOME: \$	Homelessness Prevention	Persons Assisted	0	5	15	5	33.33%
Enhance Community Service Opportunities	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	500	100.00%		
Ensure area Neighborhoods are Safe and Vibrant	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5000	5000	100.00%	400	100.00%
Ensure area Neighborhoods are Safe and Vibrant	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	4000	4000	100.00%		
Ensure area Neighborhoods are Safe and Vibrant	Non-Housing Community Development	CDBG: \$	Buildings Demolished	Buildings	30	13	43.33%		
Ensure area Neighborhoods are Safe and Vibrant	Non-Housing Community Development	CDBG: \$	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	700	700	100.00%	300	100.00%
Establish a Community Tool Shed	Affordable Housing	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	150	0	0.00%		

Facilitate Brownfield Redevelopment Opportunities	Non-Housing Community Development	CDBG: \$	Brownfield acres remediated	Acre	4	0	0	0.00%				
Facilitate Brownfield Redevelopment Opportunities	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	20	0	0	0.00%				
Increase Business Activity in LMI Neighborhoods	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	5	0	0	0.00%				
Increase Business Activity in LMI Neighborhoods	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	30	15	30	50.00%		15	30	50.00%
Increase Business Activity in LMI Neighborhoods	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	30	0	1	0.00%		1	1	100.00%
Increase Diversity of Affordable Housing Options	Affordable Housing	CDBG: \$ / HOME: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	10	0	0	0.00%				
Increase Diversity of Affordable Housing Options	Affordable Housing	CDBG: \$ / HOME: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	10	0	0	0.00%				

Increase Diversity of Affordable Housing Options	Affordable Housing	CDBG: \$ / HOME: \$	Rental units constructed	Household Housing Unit	3	0	0.00%		
Increase Diversity of Affordable Housing Options	Affordable Housing	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	2	0	0.00%		
Increase Diversity of Affordable Housing Options	Affordable Housing	CDBG: \$ / HOME: \$	Homeowner Housing Rehabilitated	Household Housing Unit	10	13	130.00%		
Increase Diversity of Affordable Housing Options	Affordable Housing	CDBG: \$ / HOME: \$	Tenant-based rental assistance / Rapid Rehousing	Households Assisted	10	0	0.00%		
Increase Diversity of Affordable Housing Options	Affordable Housing	CDBG: \$ / HOME: \$	Housing for Homeless added	Household Housing Unit	15	0	0.00%		
Increase Employment Opportunities for LMI Resident	Non-Housing Community Development	CDBG: \$	Facade treatment/business building rehabilitation	Business	5	0	0.00%		

Increase Employment Opportunities for LMI Resident	Non-Housing Community Development	CDBG: \$	Jobs created/retained	Jobs	70	30	42.86%	30	15	50.00%
Increase Employment Opportunities for LMI Resident	Non-Housing Community Development	CDBG: \$	Businesses assisted	Businesses Assisted	8	0	0.00%	1	1	100.00%
Increase Home Ownership Rates	Affordable Housing	HOME: \$	Homeowner Housing Added	Household Housing Unit	50	2	4.00%	2	2	100.00%
Increase Home Ownership Rates	Affordable Housing	HOME: \$	Direct Financial Assistance to Homebuyers	Households Assisted	30	2	6.67%	5	2	40.00%
Increase Recreational Opportunities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5000	5000	100.00%	2000	0	0.00%
Promote Civic Engagement	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	100	100.00%			

Strengthen Community Network of Social Services	Affordable Housing Public Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	3000	0	0.00%		
Support efforts to end Chronic Homelessness	Affordable Housing Homeless	CDBG: \$ / HOME: \$	Homelessness Prevention	Persons Assisted	30	5	16.67%		

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.

Economic Development

Creating opportunities for economic growth and development was one of the City's top priorities in the 5 Year Consolidated Plan (2015-2019). They include assisting the private sector redevelop property in the City, stimulating investment in downtown Parkersburg and enhancing

tourism/recreational facilities.

Suitable living environments

Creating and maintaining suitable living environments was addressed in the 5 Year Consolidated Plan. Priorities include making improvements to the City's Park System, improving and/or creating opportunities for open space and improving the community's physical infrastructure. The following outlines what was accomplished this program year.

Park System

There are more than 100 acres of park space in the city's seven public parks. However, as part of the City of Parkersburg's Master (Parks) Plan, the City has been working to make improvements to the current parks.

Infrastructure

Each year, the City strives to improve infrastructure with a combination of General Funds, CDBG Funds, and available grants. During the year, the city made a variety of improvements and additions to the community's infrastructure.

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	388	18
Black or African American	12	1
Asian	0	0
American Indian or American Native	2	0
Native Hawaiian or Other Pacific Islander	1	0
Total	403	19
Hispanic	0	0
Not Hispanic	403	18

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

Narrative

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		785,674	691,673
HOME		309,622	327,374

Table 3 - Resources Made Available

Narrative

The City expended more than \$1,019,047 in CDBG and HOME funds in the past program year, which includes prior funding. A very large percentage of the funds used directly benefited Low-Moderate Income Households and/or neighborhoods.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
LMI Census Tract & BG	70	80	

Table 4 – Identify the geographic distribution and location of investments

Narrative

Addressed in section *CR-05 - Goals and Outcomes*

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 works to obtain and leveraging funds to further the goals of the Consolidated Plan.

The SHOP home buyer program is specifically designed to leverage local lender funds. For each loan, the city provides up to 40% of the purchase price of the home protected with a 2nd mortgage, while a local lender provides a loan for the remaining 60% of the purchase (with a maximum interest rate of 6% to the participant).

For some of the housing rehabilitations, the City partners with Community Resources. CRI provides a Housing Weatherization Program, which helps the applicant keep rehab costs down. In the 2015 PY, Community Resources weatherized 11 homes in Wood County while additionally provided 1,612 individuals with utility assistances.

The City's single largest source of match comes from the City's CHDO, Habitat for Humanity of the Mid-Ohio Valley. This CHDO utilizes private equity for lot acquisitions, tree removal services, lawn maintenance as well as significant volunteer hours and requires sweat equity hours that the home buyer puts in to helping build their new home.

Fiscal Year Summary – HOME Match	
1. Excess match from prior Federal fiscal year	2,864,457
2. Match contributed during current Federal fiscal year	40,212
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	2,904,669
4. Match liability for current Federal fiscal year	57,215
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	2,847,454

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	
7th & Thomas Street	09/04/2015	0	0	40,212	0	0	0	40,212	

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 \$
44,172	32,895	1,057	0
			76,010

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						
Dollar Amount	0	0	0	0	0	0
Number	0	0	0	0	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						
Dollar Amount	0	0	0			
Number	0	0	0			
Sub-Contracts						
Number	0	0	0			
Dollar Amount	0	0	0			

Table 8 – Minority Business and Women Business Enterprises

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						
	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

Relocation and Real Property Acquisition – Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition						
Parcels Acquired		0		0		
Businesses Displaced		0		0		
Nonprofit Organizations Displaced		0		0		
Households Temporarily Relocated, not Displaced		0		0		
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	13	0
Number of Non-Homeless households to be provided affordable housing units	10	5
Number of Special-Needs households to be provided affordable housing units	10	0
Total	33	5

Table 11 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	15	5
Number of households supported through The Production of New Units	2	2
Number of households supported through Rehab of Existing Units	10	13
Number of households supported through Acquisition of Existing Units	0	2
Total	27	22

Table 12 – Number of Households Supported

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

As per the Cooperative agreement between the City of Parkersburg and Westbrook Health Services, the sub recipient (Westbrook) is responsible for administering their permanent housing project. The city estimates projected outcomes based on Westbrooks permanent housing project plan, thus, having small variances between projected vs. actual outcomes will exist. Due to staff transitions in PY 2015, the City faced minor obstacles in completing home rehabilitation projects. Several months with no staff person with lead-based paint certification delayed any large rehabilitation projects to commence. Now visual inspections and risk assessments can be conducted prior to interior rehab Since the City is now staffed with such an individual. The City anticipates larger outcomes in PY 2016.

Discuss how these outcomes will impact future annual action plans.

Because these outcomes were smaller than originally anticipated, the City will take a look at more attainable goals in future years. At the same time, the City is confident in its new policies and procedures being streamlined in an attempt to produce greater outcomes in the community.

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.

Number of Persons Served	CDBG Actual	HOME Actual
Extremely Low-income	51	2
Low-income	347	0
Moderate-income	5	3
Total	403	5

Table 13 – Number of Persons Served

Narrative Information

The City of Parkersburg and Parkersburg/Wood County HOME Consortium fosters and maintains programs funded with CDBG and HOME Program Funds. As already discussed, the City/Consortium administer an Owner Occupied Rehabilitation Program, a Single-Family Homeownership Opportunity Program (SHOP), a Minor Repair Program, an Emergency Repair Program, fund a CHDO for affordable housing construction, a Schools to Pools Program, as well as fund the City's local COPE and Code programs.

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

The Mid-Ohio Valley Continuum of Care is composed of several social service agencies including the City of Parkersburg, the Wood County Family Resource Network, DHHR, Consumer Credit Services, Salvation Army, Peer Support, Inc., and Westbrook Health Services, Latrobe Street Mission, SW Community Action and various religious establishments. The Committee meets monthly to assess the need and current state of the homeless and share information.

The City's Development Projects Administrator attends Continuum of Care meetings and remains apprised to developments through shared information. Annually, The Continuum organizes two homeless counts each year referred to as a Point-In-Time (PIT) count where the data is submitted to HUD for information disbursement and funding purposes. Part of the homeless count includes giving necessity bags to homeless individuals discovered during the count taking refuge in local shelters and make-shift shelters. The necessity bags include items such as; soap, hand sanitizer, gloves, deoderant, nail clippers, tooth paste, bottled water and non parishable food items.

The Development Projects Administrator sees attendance at such meetings as an asset to the City (to stay apprised to the current trends and issues affected the communities most vulnerable) while also providing valuable information on services and programs offered by the City to interested parties in attendance. Additionally, several homeless issue focus groups have been held over the past several months, bringing together almost 30 non-profit, for-profit and faith-based groups to discuss, coordinate and collaborate on current issues facing our homeless population. All in attendance have a vested interest in seeing homelessness issues addressed.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City of Parkersburg has provided grant opportunities and funding to Westbrook Health services and The Family Crisis Intervention Center. Westbrook has operated successful programs that have served hundreds of homeless and at-risk homeless individuals within the City. Westbrook has maintained transitional housing for several years through HUD funding as well as Permanent Housing in Wood County and has a long history of other transitional living programs and services for the homeless. Westbrook developed a permanent supportive housing program to create twenty twelve (12) units of permanent housing in Parkersburg and provide six (6) beds for individuals and their families who are chronically homeless. The Permanent Housing Case Manager provides linkage, referral and home find assistance for these individuals and, once placed provides ongoing supportive services to meet their continued needs.

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

Westbrooks Permanent Supportive Housing program seeks to serve the most vulnerable among the local homeless and at risk of becoming homeless population. Westbrook utilizes a coordinated assessment tool, in collaboration with the Balance of State CoC and other local agencies to identify who is most in need of assistance. This program admits the individuals and families with the most acute needs known in the area at the time when program openings become available. Due to the caliber of their issues, clients might not be eligible for other housing assistance, or would be very likely to lose their housing opportunities due to non-compliance. This program has housed thirty seven (37) individuals from July 1 2015 through June 30, 2016.

Additionally, the City feels that many of the housing rehabilitation programs is an opportunity to assist low-income individuals and families avoid homelessness. Many families that own their residence cannot afford large rehab projects like a furnace or roof, so often times they either go without, or vacate the property in search of warm or dry habitation. If the City can assist in keeping homeowners in their home we are likely avoiding becoming homeless.

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

In regards to helping homeless persons make the transition to permanent housing and independent living by working closely with The Family Crisis Intervention Center, which administers monthly bus passes to its eligible residents. In a supportive, home-like environment for battered victims and children, residents are able to engage in problem solving with counselors, while receive legal advocacy, one on one counseling, case management, engage in support groups, as well as receive assistance entering the workforce.

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

Actions taken to address the needs of public housing

The Parkersburg Housing Authority is independently managed from the city. However, the agency has a collaborative relationship with the City of Parkersburg. While HOME and CDBG funds were not used in 2015 to directly assist any public housing units, the City of Parkersburg has assisted a small number of residents to purchase a home through our First Time Homebuyer (SHOP) Program. The City and the Housing Authority collaborate on promoting awareness of each organization's affordable housing initiatives. Development staff meets on occasion with PHA staff members to discuss each other's new and revised programs and guidelines. The City feels confident that the two organizations will continue working well together.

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

The PHA buys homes on a regular basis, performs needed rehabilitations, and then resells the homes at an affordable price and payment plan. These homes are promoted to households that are living in the public housing community, but any family meeting income requirements can purchase the available homes. The PHA has purchased and rehabilitated two homes during the 15 PY. These programs are intended to encourage public housing residents to become more involved in management and participation in homeownership opportunities.

Actions taken to provide assistance to troubled PHAs

N/A

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)

The City of Parkersburg has secured a grant for \$500,000.00 from the WV DOT to attack blight and slum in low-moderate income areas. During this PY, the City has demolished thirteen (13) homes, while a vacant property database has grown to over 400 homes, many in LMI neighborhoods.

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

The City of Parkersburg has become more involved in developing new and strengthening existing relationships with social service agencies in the area. Development staff have made a strong effort in recent years to have a positive perception in the community. This is done by facilitating more than the minimum number of public comment forums. The City attempts to solicit in ways other than just legal ads in the local newspaper. By reaching a larger audience, the City will be better prepared to listen and understand the underserved needs of the community. The City will continue to review ongoing community needs to determine if there are projects that can be funded which meet those underserved needs.

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

The City evaluates and eliminates lead based paint hazards in the Owner Occupied and Minor Repair Programs. The City's Code enforcement officer/ housing Inspector has recently obtained certification as a lead based paint inspector as well as risk assessor. The Code Officer provides a visual inspection for the SHOP Program per 24.35 Subpart B, K, R. Risk assessments are conducted on home rehabilitation work that costs in excess of \$5,000. Per 24.35 Subpart B, J, R. Safe work practices as well as interim controls are put in place as long as rehab work conducted falls under \$25,000. If it is over, full abatement of LBP is conducted.

As part of each rehabilitation project, the City of Parkersburg provides the household with a printed brochure alerting the households to the potential of the existence of lead-based paint and hazards it may pose, particularly to children under six years of age. The City and the Consortium have implemented all requirements for notification, evaluation and reduction of lead-based paint hazards as they relate to housing rehab and non-rehab acquisition assistance.

In addition to the City's policies, the Mid-Ohio Valley Board of Health does evaluations to identify sources of lead when a doctor or hospital has identified a patient with lead poisoning. The Health Department also provides literature to persons explaining the hazards of lead. When lead paint is believed to be the cause of lead poisoning, the Department of Health is contacted to test paint chips with special

equipment as well.

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

The state of West Virginia has not formally adopted a statewide anti-poverty strategy. However, the strategy and goals of the City's five-year consolidated plan and the annual action plan directly address the issues of individuals who are living in poverty. Fortunately, there is a strong network of governmental and non-profit agencies with a common purpose: providing services to low income people across the City of Parkersburg, county of Wood West Virginia and beyond. Many of these programs operate in the City of Parkersburg to reduce dependency and poverty among the City's Residents. Primary among those agencies is the Department of Health and Human Resources (DHHR), which offers a wide array of educational and training programs to assist TANF recipients in acquiring the training, education and skills needed to obtain and maintain employment opportunities.

In addition to the DHHR Services, Latrobe Street Mission has remained very busy since its inception in 2013. The mission provides shelter services, but also offers free mental health, and unemployment services. The mission enables homeless and very low income individuals with finding employment. There are computers, bathing facilities, a mail center, and a thrift store (to find appropriate attire) provided for individuals in need of assistance.

The Community Action Agency, the Parkersburg Housing Authority, and the Wood County Board of Education operate Head Start Programs, adult education GED Programs, and other smaller programs to assist their low income clientele. In addition to these programs that provide broad based assistance to families, there are anti-poverty efforts tied to the housing stock. Habitat for Humanity, the Parkersburg Housing Authority and the Wood County Home Consortium utilize federal and private funds to address the needs of the low income and the homeless. The coordination of these services as a combined effort are being used to combat poverty.

The City of Parkersburg has also set aside a portion of CDBG Funds to help Westbrook Health Services operate a Permanent Supportive Housing Program. The program is designed to provide homeless individuals or individuals who are on the brink of being homeless with the services that will help keep them off the streets and find (or maintain) employment. The program often pays rent for households that are on the brink of being evicted or transitioning a (homeless) family/individual into housing. The program also offers utility and downpayment assistance. For many individuals who are trying to get established in rental housing, it's very difficult for them to come up with the first month's rent and downpayment. Therefore, the program helps individuals with downpayment assistance as well. Furthermore, a lot of individuals find it difficult to afford the basic needs in life, such as utility payments. Many residents need financial assistance to pay for basic utilities; such as gas, electric, and water. Otherwise, they would not have heat, lighting, or water; due to limited financial ability to pay for it.

The City of Parkersburg realizes it cannot, on its own, eradicate poverty. The City can and does help

address some outward signs and underlying causes of poverty through rehabilitation of housing to lower housing costs. The City assists in the provisions of public services in areas which will induce a prolonged attack on the incidence of poverty; and by helping to create economic opportunities through innovation and coordination, leveraging of other funds, improvements to physical infrastructure and development, direct or indirect, of land and commercial activities.

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

Parkersburg and Wood County, WV have efficient institutional structure which housing and community development programs are delivered. The City of Parkersburg operated CDBG Funding and the Parkersburg/Wood County Home Consortium operates Home Funding. While there are many social service agencies, the City strives to create and facilitate linkages across the various departments to assist in implementation of new CDBG projects. All CDBG activities are located within the corporate limits of Parkersburg WV while all HOME activities are located in the corporate limits of Wood County, WV.

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

The City of Parkersburg has taken recent steps to become more involved in developing and strengthening relationships with social organizations to achieve a common goal of reducing poverty in the community. To do this the COC has recently reviewed a grant opportunity offered through HUD to initiate and fund the salary of a central intake person. This position is intended to offer linkage services for individuals and families either facing homelessness, or on the brink of becoming homeless. It is commonly understood that navigating the social service network can be very challenging, what makes it even more challenging is not having reliable transportation, mental health issues and a lack of family support. Many LMI individuals find this process extremely daunting. The City feels that a central intake person that can assist help seekers to access the needed resources will be very important. They will do this by coordinating amongst several different social service resources and provide information and plans on how these individuals can access the services they desperately need.

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

The following are identified impediments to fair housing choice as shown by the recently completed Analysis of Impediments to Fair Housing Choice. Each impediment also lists actions taken by the City to overcome these impediments during the 2015 year.

Impediment: There is a correspondence of areas with higher rates of low income households, substandard housing units and members of the protected classes, particularly minorities and female headed households, indicating that the lack of affordable housing has a disproportionate impact on members of the protected classes making their affordability problem a fair housing concern.

- The City works closely with the Parkersburg Housing Authority in promoting one another's housing programs and continuing to further Fair Housing Rights to the local (Wood County) residents. Furthermore, the city works with the PHA on a variety of rehabilitation projects their agency conducts to their public housing. The city conducts Environmental Reviews for the PHA on all projects that require a review.

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 Parkersburg's Development Department staff have the primary responsibility for monitoring the CDBG and HOME projects. The department keeps records on the progress toward meeting the Strategic Plan goals and on the statutory and regulatory compliance of each activity.

The City monitors all CDBG and HOME projects on a regular basis, including the enforcement of Davis Bacon, Section 3 requirements, Environmental Review processes and other federal requirements.

CHDO's progress is checked periodically and after all reimbursement requests are submitted by the City's Code Enforcement Officer/Housing Inspector and expenses are validated with each progress payment.

The COPE program reports on a monthly basis and the City's Development Staff review those progress reports and expenditures. The CODE Officer also submits monthly reports on his activities.

Sub recipients that have been approved for CDBG or HOME Funds, are generally required to initially fund the project with their own funding. Then, the city will reimburse the agency, if they have met all requirements. Therefore, the city monitors the agency up-front, and again directly after reimbursement requests are received.

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

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

The City accepts comments on the CAPER from the date a publication is made in the local paper of general circulation (Parkersburg News and Sentinel). The legal ad is advertised once per week for two consecutive weeks. Citizens of Parkersburg and Wood County are given the opportunity to provide public comment at either a publicly held meeting, or this document can be found online on the City's website. Additionally, the CAPER is available for review in the Development Department's office for a thirty (30) day timeframe. All comments that are received are considered prior to submission of the report.

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.

The City has followed its’ One-Year Action Plan with only minimal changes. The City has pursued other resources, including state and federal dollars.

All CDBG funds spent in Program Year 2015 addressed one of the three national objectives as outlined by HUD. The City will continue to address the priority needs outlined in the Consolidated Plan through the approved activities in the 2015 Program Year.

\$130,000.00 was removed from an Affordable Housing Project that never materialized from the 2015 Program Year. To address underserved needs in the community, those funds were repurposed to the Owner Occupied Rehabilitation and SHOP Programs at \$74,314.03 respectively.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?	No
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[BEDI grantees] Describe accomplishments and program outcomes during the last year.

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.

The City does not traditionally inspect rental housing; however, Westbrook Health Services and the Parkersburg Housing Authority perform monthly on-site inspections for all of their residents involved in their permanent housing program. In this Program year, and for the remainder of the projects affordability period The City of Parkersburg's Development Projects Administrator is responsible for monitoring the IDIS Activity 936 *Senior Residence*. This activity provided funding for 4 garden style, two-bedroom units within a 36 unit apartment complex to be rented to LMI tenants. Year one of a twenty year affordability period was conducted on January 26, 2015 and found to be in compliance with the Cooperative Agreement between the City of Parkersburg and Parkersburg Senior Residence LLC. 4 units are occupied by individuals below 60% of the area median income.

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

The City continued Fair Housing Activities to promote Fair Housing Choice in Wood County. Staff continued to promote Fair Housing Month, as reflected in an official proclamation by the Mayor of Parkersburg and the Parkersburg City Council approving a resolution proclaiming April to be Fair Housing Month. The city has additionally promoted affirmative marketing actions through our many partners.

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

Program Income generated in the 2015 Program year totaled \$32,894.90. This income came from four separate projects. Owner-Occupied Rehab totaled \$21,253.30 in program income. The SHOP Program generated \$3,935.62 in Program income. Old Neighborhood Stabilization Program (NSP) PI generated \$2,104.20. Finally, interest generated \$3,612.08 in PI. Overall, only \$1,056.94 of PI was expended during the PY. The City anticipates the balance of PI will be rolled into upcoming HOME Programs within the next few weeks.

Public Notice

The City of Parkersburg/Wood County HOME Consortium's Consolidated Annual Performance and Evaluation Report (CAPER) of the program year 2015-2016 for the Community Development Block Grant (CDBG) and HOME Programs are available for public review. The CAPER outlines expenditures of CDBG and HOME funds during the past program year (July 1, 2015 through June 30, 2016) and also outlines programs and accomplishments including individual project status.

The CAPER is available for public review in the Development Department on the fifth floor of the Municipal Building, One Government Square, Parkersburg, WV. The CAPER will also be available to view on the City of Parkersburg website under the 'links' section beginning Tuesday September 6th.

The City will accept comments on the CAPER for a period of thirty (30) days from the original publication of this notice. The CAPER, as well as any appropriate comments will be sent to the U.S. Department of Housing and Urban Development for their review.

The City will also hold a public forum concerning the CAPER on Thursday September, 22nd 2016 at 5:30PM in the small conference room in the City Council Chambers on the 2nd floor of the Municipal Building, One Government Square, Parkersburg, WV.

For more information, Please contact Ryan Barber, Development Projects Administrator at (304)424-8452.

PUBLIC MEETING

2015 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)

THURSDAY SEPTEMBER 22, 2016 @ 5:30PM

PLEASE SIGN-IN

Name	Address	Phone #
Ryan Barber	Development Projects Administrator One Government Square, Parkersburg, WV	(304)424-8452

Mayor James E. Colombo

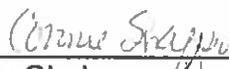


CITY OF PARKERSBURG
ONE GOVERNMENT SQUARE
P.O. BOX 1627
PARKERSBURG, WV 26102

CERTIFICATION

I, Connie Shaffer, City Clerk of the City of Parkersburg, West Virginia, do hereby certify that the attached is a true and accurate copy of an ordinance adopted by Parkersburg City Council on August 9, 2016 on final reading.

Dated this 17th day of August, 2016.



City Clerk

CITY SEAL

RESOLUTION

WHEREAS, the Parkersburg/Wood County Home Consortium is comprised of Wood County and the cities of Parkersburg, Vienna and Williamstown, and

WHEREAS, the City of Parkersburg is the lead agency for administering Consortium funds and activities, and

WHEREAS, the City proposes the following budget revisions for the 2014 and 2015 HOME Partnership Program to address a potential shortfall, and

WHEREAS, the City will solicit input from the public in accordance with the City's Participation Plan,

THEREFORE BE IT RESOLVED, by the City Council of the City of Parkersburg, that Mayor James. E. Colombo is hereby authorized to submit the following budget revisions (substantial amendments) to the U.S. Department of Housing and Urban Development for HOME Program years 2014 and 2015, in accordance with the City's Citizen Participation Plan:

Activity	Current Budget	Proposed Budget	Change
2014 HOME Adjustment of Funds			
Administration	\$ 28,629.00	\$ 28,629.00	\$ -
CHDO-Habitat for Humanity	\$ 88,000.00	\$ 190,352.00	\$ 102,352.00
SHOP-First Time Home Buyers	\$ 121,552.00	\$ 43,200.00	\$ (78,352.00)
Owner Occupied Rehab	\$ 69,500.00	\$ 45,500.00	\$ (24000.00)
Totals	\$ 307,681.00	\$ 307,681.00	\$ -
2015 HOME Adjustment of Funds			
Administration	\$ 26,102.07	\$ 26,102.07	\$ -
CHDO-Habitat for Humanity	\$ 85,000.00	\$ 66,371.94	\$ (18,628.06)
Owner Occupied Rehab	\$ -	\$ 74,314.03	\$ 74,314.03
Affordable Housing Project	\$130,000.00	\$ -	\$ (130,000.00)
SHOP – First Time Home Buyers	\$ 20,179.93	\$ 94,493.96	\$ 74,314.03
Totals	\$ 261,282.00	\$ 261,282.00	\$ -

Sponsored by:

Office of the County Commission of Wood County, West Virginia

Commissioners
Stephen Gainer
David Blair Couch
Robert K. Tebay



No. 1 Court Square
Suite 203
Parkersburg, WV 26101
Phone 304-424-1984

RESOLUTION

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WHEREAS, the City of Parkersburg is the lead agency for administering Consortium funds and activities, and

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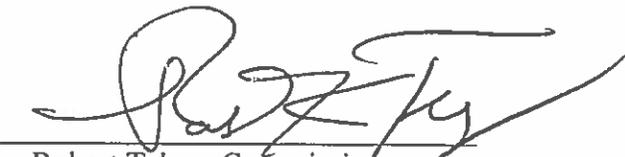
WHEREAS, the City will solicit input from the public in accordance with the City's Participation Plan,

THEREFORE BE IT RESOLVED, by the *Wood County Commission* that the Parkersburg/Wood County HOME Consortium submit the following budget revisions (substantial amendments) to the U.S. Department of Housing and Urban Development for HOME Program years 2014 and 2015, in accordance with the City's Citizen Participation Plan:

Dated this 15th day of August 2016


Steve Gainer, President


David Blair Couch, Commissioner


Robert Tebay, Commissioner

Activity	Current Budget	Proposed Budget	Change
2014 HOME Adjustment of Funds			
Administration	\$ 28,629.00	\$ 28,629.00	\$ -
CHDO-Habitat for Humanity	\$ 88,000.00	\$ 190,352.00	\$ 102,352.00
SHOP-First Time Home Buyers	\$ 121,552.00	\$ 43,200.00	\$ (78,352.00)
Owner Occupied Rehab	\$ 69,500.00	\$ 45,500.00	\$ (24000.00)
Totals	\$ 307,681.00	\$ 307,681.00	\$ -
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SHOP – First Time Home Buyers	\$ 20,179.93	\$ 94,493.96	\$ 74,314.03
Totals	\$ 261,282.00	\$ 261,282.00	\$ -

Substantial Amendment

The City of Parkersburg is proposing an amendment to its 2014-2015 and 2015-2016 program year budget for the HOME Program,

<u>Activity</u>	<u>Current Budget</u>	<u>Proposed Budget</u>	<u>Change</u>
2014 HOME Adjustment of Funds			
Administration	\$ 28,629.00	\$ 28,629.00	\$ -
CHDO-Habitat for Humanity	\$ 88,000.00	\$ 106,628.06	\$ 18,628.06
SHOP-First Time Home Buyers	\$ 121,552.00	\$ 43,200.00	\$ (78,352.00)
Owner Occupied Rehab	\$ 69,500.00	\$ 54813.94	\$ (14,686.06)
Down Payment Assistance Program	\$ -	\$ 74,410.00	\$ 74,410.00
Totals	\$ 307,681.00	\$ 307,681.00	\$ -
2015 HOME Adjustment of Funds			
Administration	\$ 26,102.07	\$ 26,102.07	\$ -
CHDO-Habitat for Humanity	\$ 85,000.00	\$ 66,371.94	\$ (18,628.06)
Owner Occupied Rehab	\$ -	\$ 74,314.03	\$ 74,314.03
Affordable Housing Project	\$130,000.00	\$ -	\$ (130,000.00)
SHOP – First Time Home Buyers	\$ 20,179.93	\$ 94,493.96	\$ 74,314.03
Totals	\$ 261,282.00	\$ 261,282.00	\$ -

The purpose of this public notice is to inform affected citizens and invite public comments on proposed changes to the HOME Program. As part of its Citizen Participation Plan, the City will receive written comments on the amendment until August 19, 2016. An open meeting to discuss this amendment was held during the City of Parkersburg's Finance Committee meeting Monday August 1, 2016. Comments should be submitted to the Development Department, One Government Square, and P.O. Box 1627, Parkersburg, WV 26102. The City shall consider any such comments received, and if appropriate, modify the proposed changes. Any such comment shall be included as part of the City's submission of the amendment to HUD. Changes proposed and changes adopted by the City Council are available for review during business hours at the Development Department, Fifth Floor, Municipal Building, between the hours of 8 A.M. and 4:30 P.M. For further information, please contact Ryan Barber, Development Projects Administrator, at the above address or by calling (304) 424- 8452.