

# Lompoc City Council Agenda Item



**City Council Meeting Date:** September 2, 2014

**TO:** Patrick Wiemiller, City Administrator

**FROM:** Christie Alarcon, Community Development Program Manager  
c\_alarcon@ci.lompoc.ca.us

**SUBJECT:** City of Lompoc Fiscal Year (FY) 2013-14 Consolidated Annual Performance Evaluation Report (CAPER)

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## **Recommendation:**

Staff recommends the City Council:

- 1) Hold the Public Hearing to review the CAPER (attached) on activities funded with Federal Community Development Block Grant (CDBG), HOME, and Human Service Funds;
- 2) Include any public comments received in the CAPER;
- 3) Receive and file the CAPER; and
- 4) Direct staff to file the CAPER with the U. S. Department of Housing and Urban Development (HUD).

## **Background/Discussion:**

The CAPER summarizes accomplishments made from July 1, 2013 through June 30, 2014, of the use of CDBG, HOME and local Human Service funds. The CAPER does not include Lompoc activities using County of Santa Barbara Urban County Partnership CDBG or HOME Consortium funds. These activities are reported in the County of Santa Barbara's 2013-14 CAPER.

The following are highlights of the FY 2013-14 activities:

- Investigation of 361 new code enforcement cases in Low- and Moderate-Income (LMI) census tract areas, including resolution of 331 of those cases;
- Completion of lead-based paint abatement work at the Marks House Family Transitional Shelter and some rehabilitation work;

- The City Council, through recommendations from the Human Services Commission, allocated \$137,165 to 17 human service programs assisting a total of 33,778 persons;
- Program staff assisted the City's housing activities by providing housing rehabilitation loan counseling, loan processing and servicing, inspections, lead-based paint inspections and remediation work, as needed. The City's total CDBG loan portfolio consists of 37 loans, with a cumulative principal balance totaling \$1,680,971. Throughout the 2013 program year, staff promoted the Housing Rehabilitation Loan Program and directly assisted 33 interested program applicants. Of those 33 interested applicants, one was approved and funded;
- Annual monitoring of 17 human service activities was conducted and technical assistance was provided to ensure compliance with the CDBG program regulations;
- Annual monitoring of eight affordable housing properties was conducted during the fiscal year (the remaining 15 affordable housing properties were completed in July through August, 2014);
- While no new Economic Development loans were made, staff worked with many business prospects and provided loan applications and referrals to the Small Business Development Center. Staff also worked to: promote business development in partnership with the City's 23-member Economic Development Committee; implement the City's Economic Development Strategic Plan; provide public outreach; and actively seek out and participate in regional partnership opportunities.

The CAPER consists of the following sections:

- General
- Housing
- Homeless
- Community Development
- Non-Homeless Special Needs
- Other Narrative
- Back-up Documentation
- Certifications

After the executive summary, each section begins with HUD's questions, followed by the City of Lompoc's responses. The CAPER was posted for a 15-day public review period that began on August 11, 2014, and concluded on August 26, 2014. Per HUD, "within 90 days after the end of their program year, state and local governments that receive CDBG, HOME, ESG, and HOPWA funds directly from HUD must ensure that all activity information in IDIS is up-to-date as of the last day of the program year."

End-of-year reporting fulfills three purposes by helping the grantee:

- 1) Meet CAPER requirements;
- 2) Produce accurate IDIS reports, some of which must be made available to the public; and
- 3) Ensure that HUD will have the most current information during its annual assessment of a grantee's performance.

**Fiscal Impact:**

The following CDBG Program Income Funds (Fund 43) were available for use during the reporting period:

Unexpended CDBG Program Income Funds as of 6/30/2013	\$ 1,183,892.07
***Program Income earned in FY 2013-14	\$ 439,510.44
***CDBG Program Income Funds Available 7/1/2013-6/30/2014	\$ 1,623,402.51
***FY 2013-14 Program Income Fund expenditures	\$ 776,501.48
<b>***Unexpended Balance as of 6/30/2014</b>	<b>\$ 846,901.03</b>

\*\*\**Estimated unaudited amounts. Fiscal year-end reconciliation not complete at time of publishing staff report.*

Unaudited amounts are provided as the City's external audit is scheduled to be completed by December 31, 2014, while the regulatory due date for the CAPER is September 30, 2014.

The CAPER includes accomplishments made using the funding described above. There is no negative fiscal impact to the General Fund. CDBG Program Income has provided funds for social services, fair housing services, housing rehabilitation and public facilities, which have relieved the City's General Fund of providing such services. Also, \$51,339 of the CDBG Program Income helped defray operating costs of the Community Development Division during FY 2013-14. The Economic & Community Development Department is funded from a variety of resources based on the services provided. Such resources include CDBG Program Income, but is not limited to CDBG Program Income, as it also includes General Fund and other sources.

**Conclusion:**

The CAPER is an annual report required by HUD. It is to be completed within 90 days of the close of the fiscal year. All funding allocations and projects recapped in the annual report have been previously approved by Council. By reviewing the CAPER and

holding a public hearing, staff will be able to submit the report with any comments to HUD in compliance with this requirement.

Respectfully submitted,

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Christie Alarcon, Community Development Program Manager

**APPROVED FOR SUBMITTAL TO THE CITY ADMINISTRATOR:**

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Teresa Gallavan, Economic Development Director/Assistant City Administrator

**APPROVED FOR SUBMITTAL TO THE CITY COUNCIL:**

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Patrick Wiemiller, City Administrator

Attachment: [City of Lompoc FY 2013-14 CAPER](#)