Blue Springs City Hall – 903 W. Main Street – Training Room 210

CDBG ADVISORY COMMITTEE MEETING AGENDA

Thursday, June 20, 2024 - 5:00 p.m.

1 CALL TO ORDER

- Minutes – June 5, 2024

2 PUBLIC HEARING / 2023-2024 ANNUAL ACTION PLAN/PROJECTS & ACTIVITIES

- Affidavit of Publication in The Examiner on June 1, 2024.
- Review funding proposal and make recommendation to the City Council to be considered at a final public hearing on Monday, August 5, 2024.
- Recommend the draft plan proceed to a 30-day public review and comment period beginning Saturday, June 22, 2023 and ending on Monday, July 22, 2024.

3 OTHER BUSINESS

- Suggested changes to Policy Guide for Minor Home Repair Repayment
- The next anticipated meeting will be held in mid-late November 2024 to review the 2023-2024 CAPER (Consolidated Annual Performance and Evaluation Report)

4 ADJOURN

If special accommodations are required for citizen participation in this meeting,
PLEASE CALL 228-0207 (VOICE) OR 228-0250 (TDD)

Agenda posted at the following locations:
City Hall, 903 W. Main Street
City's website
http://www.bluespringsgov.com/AgendaCenter
June 18, 2024
A quorum of the City Council may be in attendance however no City Council votes will be taken.
Community Development

City of Blue Springs
903 W. Main
Blue Springs, Missouri 64015

CDBG ADVISORY COMMITTEE
MINUTES
Wednesday, June 5, 2024

A meeting of the CDBG Advisory Committee of the City of Blue Springs was held in the City Hall Conference Room 210 located at 903 W. Main Street at 6:00 p.m. on Wednesday, June 5, 2024, with the following members, guests, and staff in attendance:

VOTING MEMBERS PRESENT	Ken Horrell, Chair Jaime Russell, Downtown Review Board Kent Edmondson, Council Dist. 2	Susan Stokenbury, PC Rep. Lyle Shaver, Downtown Alive! Galen Ericson, Council Dist. 1
STAFF / OTHERS	Mike Mallon, Com. Dev. Director Cara Elbert, Asst. Director, Com. Dev. Traci Breshears, Recording Secretary Tom Degenhardt, Public Works Director Dena Morrison, CSL Brandi Bair, Hope House	
ABSENT	Susan Culpepper, Council Dist. 3 Dennis Dovel, Assistant City Administrator	

CALL TO ORDER

Chairperson Ken Horrell called the meeting to order at 6:00 p.m.

APPROVAL OF MINUTES

Chairperson Horrell requested action on the June 6, 2023 meeting minutes. Committee Member Jaime Russell made a motion to approve the minutes and Committee Member Lyle Shaver seconded the motion.

Chairperson Horrell requested action on the November 28, 2023 meeting minutes. Committee Member Jaime Russell made a motion to approve the minutes and Committee Member Lyle Shaver seconded the motion.

OPEN PUBLIC HEARING

Chairperson Horrell opened the public hearing for the 2024- 2025 ANNUAL ACTION PLAN/PROJECTS & ACTIVITIES at 6:04 p.m.

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AGENDA ITEM 2
PUBLIC HEARING / 2024-2025 ANNUAL ACTION PLAN/PROJECTS & ACTIVITIES

Chairperson Horrell defers to Ms. Elbert introduce an overview of where the City currently stands with funds expended to date and a status on past projects and activities.

Brandi Bair, from Hope House, spoke of the amount they were seeking, $12,500 and what they intend to allocate the funds to. Councilman Ericson asked for the totals for allocation. Ms Elbert stated that the total for funding public services is $39,193.65

Dena Morrison, from Community Services League, spoke of the amount they were seeking, $25,000 and what they intend to allocate the funds to. Joanie Shover, a volunteer at CSL, spoke of the importance of the funds for the community.

DISCUSSION

Ms. Elbert discussed how funds had previously been allocated and stated that $1,443.65 would be left if we gave both non-profits their requested total, and that the extra could be added to the Fieldhouse Scholarship funds. Committee Member Stokenbury asked what the dollar limit for the Fieldhouse Scholarships were, and Ms. Elbert stated that there was no dollar limit as the scholarship, and it is based instead on household size and qualification is based on income. Councilmember Edmondson asked if the scholarship amount could be increased to offset the rise in cost for Fieldhouse Membership. Ms. Elbert stated that last year $4,000 was allocated to Fieldhouse Scholarships in anticipation of the membership cost increase. Ms. Elbert stated that there was still $3,272.50 left from the previous years allocation and that that amount will roll over to this year's allocations.

Ms. Elbert updated the committee on the activities that were funded over the previous year, and how much is left. Ms. Elbert asked what everyone's thoughts were on funding the full requested amount.

Councilman Edmondson spoke of MODOT's sidewalk project and that he would like to see the funds go to the southside sidewalk on Main and have it extend all the way to 7 Highway and to add a crosswalk across Main St to help people to better use MODOT's project. Tom Degenhardt, stated that it would be a little expensive due to the hill on the south side of Main Street. Councilman Edmondson asked about adding a sign for downtown to the retaining wall. Committee Member Shaver asked if this fits in with the Downtown Master Plan. Mr. Mallon stated that the divided road on Main Street was just an idea and that Public Works hadn't even vetted it.

Councilman Ericson asked about the possibility of splitting the costs with other funding sources. Ms. Elbert stated that if it was clear what exactly the funds were used for, then yes. Committee Member Russell asked about the possibility of the median in the Master Plan. Mr. Mallon stated that the possibilities were endless, within the Code of course. Chairperson Horrell discussed using CDBG funds to help with the Downtown Master Plan. Ms. Elbert stated that a major amendment would need to happen for it to move forward.

Committee Member Shaver stated that he would like to fully fund Hope House as well as Community Services League. Committee Member Russell asked if the committee could give more than what they asked for, to which Commissioner Stokenbury asked if that would set a precedent. Ms. Elbert said it would not as the amount of money they can give changes every year. She also stated that the money

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left in the Fieldhouse Scholarship fund, $3,272.50, can be rolled over to the next fiscal year. Councilman Edmondson stated that he felt the money would be better suited to the Fieldhouse Scholarships due to the price increase. Committee Member Russell stated the $3,200 left is more than we have ever used annually for the scholarships and that a non-profit could stretch that money much further and that a greater impact could be made by giving that money to the non-profits.

Ms. Elbert let the Committee know that the first-time homebuyer program wasn't allocated to last year, but that she has had several phone calls about it, so that maybe the committee would want to add funds too. She stated that they still have $9,000 from previous years but that the grants are for $3,000. Chair Horrell asked if they should change how they did it last year, to which Ms. Elbert stated there is still a lot left in the minor home repair funds, so if they put money toward something it should be sidewalk design and first-time home buyers.

Mr. Mallon asked if the state of the real estate market was the reason that those funds weren't used. Mr. Mallon asked that we reach out to real estate contacts to find out if the market is the reason for the drop and subsequent rise in the first-time homebuyer grant.

Councilman Edmondson asked if we had an estimate on price for sidewalk design. Tom Degenhardt stated that he could investigate getting numbers, and then asked what the previous sidewalk project cost. Ms. Elbert stated that they initially funded it at $105,000, the total wound up being just under $100,000. Mr. Degenhardt stated that he can meet with consultants to get us a ballpark figure for the next meeting.

Ms. Elbert asked the committee to discuss a recommendation for the policy guide for minor home repair and first-time homebuyer payback. Councilman Edmondson suggested full payback within a year and then break it up in 6-month intervals over the next 2 years. Committee Member Russell suggested that first time homebuyers and minor home repair should both be on the same payback plan. She then suggested pro-rating the payback.

HEARING CLOSED

Chairperson Horrell closed the public hearing for the 2024-2025 ANNUAL ACTION PLAN/PROJECTS & ACTIVITIES at 7:47 p.m.

OTHER BUSINESS

Chairperson Horrell stated the next CDBG Advisory Committee Meeting and Public Hearing would be June 20, 2024, at 5pm in Room 210 at Blue Springs City Hall.

MEETING ADJOURN

With no further discussion, a motion was made by Committee Member Russell to adjourn at 7:49 p.m. Seconded by Committee Member Stokenbury.

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Respectfully Submitted by,
Traci Breshears, Recording Secretary

_____ _____

Ken Horrell, Chairperson Date

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Public Notice
City of Blue Springs, Missouri
Community Development Block Grant
2024-2025 CDBG Annual Action Plan

The City of Blue Springs is beginning the process of developing the 2024-2025 Annual Action Plan. The Annual Action Plan will cover the period beginning October 1, 2024, and ending on September 30, 2025 and describes the specific activities that the City will undertake during the upcoming program year. Approved activities in the past include low-moderate income housing improvements, infrastructure improvements in low-moderate income areas, slum and blight removal, public services that benefit low-moderate income clientele or areas, and general administration costs. The purpose of this public notice is to notice two public hearings that will be held by the CDBG Advisory Committee as part of the citizen participation process for the development of the 2024-2025 CDBG Annual Action Plan.

The CDBG Advisory Committee will hold a public hearing on Thursday, June 20, 2024 at 5:00 p.m. in Room 210 – Training Room – at City Hall at 903 W. Main Street and via teleconference. The purpose of this public hearing is to finalize priorities and funding proposals for the Annual Action Plan. At the end of the second public hearing, the CDBG Advisory Committee will make a recommendation on the draft plan to the City Council and request the noticing of a 30-day public comment period to review and comment on the draft plan. A public notice will be published for the 30-day public comment period and the final public hearing to be held by the City Council.

PUBLIC PARTICIPATION & COMMENT PROCEDURES: The public is encouraged to attend the public hearings or provide public comment in advance of the meeting, including organizations that provide assistance to low-moderate income residents and individuals who may be homeless or at risk of becoming homeless, public housing agencies, residents of public and assisted housing developments, and low-moderate income residents. Written comments can be mailed to the City of Blue Springs (903 W. Main St., Blue Springs, MO 64015, Attn: CDBG) or emailed to celbert@bluespringsgov.com in advance of the meeting. All written comments must be received by Noon on the day of the hearing. Mailed and emailed comments should include "PUBLIC COMMENT: CDBG" in the subject line. **Full instructions for participating in the public hearing, will be provided in the agenda packet that will be posted online in advance of the meeting at: www.bluespringsgov.com/AgendaCenter and on the meeting agenda.**

The City shall consider the views of citizens, public agencies, and other interested parties in preparing drafts and final submissions and attach a summary of such comments as they relate to the Annual Action Plan. The Annual Action Plan will be submitted to HUD for their review and approval after final approval by the City Council.

Any person with a disability desiring reasonable accommodations to participate in these meetings may contact: Cara Elbert, celbert@bluespringsgov.com or at 816-220-4504. Interpreter(s) may be provided for the hearing impaired or non-English speaking audience upon request prior to the meeting. All meeting locations are wheelchair accessible.

Cualquier persona con discapacidad que desee adaptaciones razonables para participar en estas reuniones puede comunicarse con: Cara Elbert, celbert@bluespringsgov.com o al 816-220-4504. Se podrán proporcionar intérpretes para personas con discapacidad auditiva o que no hablen inglés previa solicitud antes de la reunión. Todos los lugares de reunión son accesibles para sillas de ruedas.

For more information on the City of Blue Springs CDBG program, contact Cara Elbert, Asst. Director Community Development at 816-220-4504 or celbert@bluespringsgov.com.

Published in The Examiner: Saturday, June 1st, 2024
Posted on Monday, June 3rd, 2024 at City Hall, Vesper Hall, Mid-Continent Libraries (Blue Springs North and South branches), and on the City's website.

THE EXAMINER

Notice ID: nqs4Plec4JhsIKhEQDbv
CDBG 2nd Meeting

See Proof on Next Page

AFFIDAVIT OF PUBLICATION: #2337100

STATE OF MISSOURI, COUNTY OF JACKSON, SS:

Shalon Hartle

I, Shalon Hartle, of lawful age, being duly sworn upon oath, deposes and says that I am the Authorized Agent of Examiner, a publication that is a "legal newspaper" as that phrase is defined for the city of Indepenence, for the County of Jackson, in the state of Missouri, that this affidavit is Page 1 of 2 with the full text of the sworn-to notice set forth on the pages that follow, and that the attachment hereto contains the correct copy of what was published in said legal newspaper in consecutive issues on the following dates:

Jun. 1, 2024

Shalon Hartle
Authorized Agent

Leanne Kaufenberg
Notary, State of MN, County of Redwood
Commission expires January 31, 2025

Printer's Fee: $245.78

LEANNE JOY KAUFENBERG
Notary Public
State of Minnesota
My Commission Expires
January 31, 2025

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Published in the Examiner, Jun 1, 2024

2337100

Blue Springs, Missouri
Community Development

MEMORANDUM

DATE: **June 20, 2024**

TO: **CDBG Advisory Committee**

FROM: **Cara Elbert, Asst. Director Community Development**

SUBJECT: **2024-2025 Annual Action Plan**

The purpose of the June 20, 2024 CDBG Advisory Committee is to review the draft funding proposal and make a recommendation to the City Council on the draft funding proposal and projects/activities with the 2024-2025 Annual Action Plan. The Committee will also make a recommendation to proceed with the publication of the draft plan and a 30-day public review and comment period leading up to the final City Council public hearing.

The meeting will build upon the discussion of potential activities discussed at the first public hearing, held on June 5, 2024.

As a reminder, all projects and activities must meet one or more of the following approved goals from the 2022-2026 Consolidated Plan (there are also 4 additional local goals and 15 regional goals related to the 2022 Assessment of Fair Housing, which may also be met through a project or activity):

1. Reinvest in Downtown and Existing Neighborhoods
2. Provide Assistance for First Time Home Buyers
3. Support Public Services for Low-Moderate Income Persons and Areas
4. Support Affordable and Accessible Housing
5. Support Administration & Planning

The City of Blue Springs has been allocated **$291,291** for the 2024-25 program year. In addition to the 2024 allocation, there is also **$20,000** from pre-2023 allocations that will need to be reallocated. Therefore, **staff estimates that there will be approximately $281,291 to program for 2024-25.**

A map of the current Low-Moderate Income Census Block Groups has also been provided (*changes became effective on 2023)* These are areas where “Low/Moderate Area Benefit” activities may be approved. A map of the current Slum/Blight Area (MCRC Area) has also been provided. This area is where “Slum/Blight Area Benefit” activities may be approved.

2023-2024 CDBG Annual Action Plan

Approved by City Council, 08/07/2023 (Resolution No. -2023)

Project	National Objective	HUD Code	Con Plan Goals	Funding Approved
Minor Home Repair Program	LMH	14A / 14F / 14I	#1, #4, #6, & #7	$50,000 (10 grants)
Commercial Façade Grant Program	SBA	14E	#1	$26,129
Public Services-Hope House*	LMC	05G		$13,471
Public Services-CSL*	LMC	05Q	#3	$25,721
Sidewalk Improvement Program	LMA	03F	#3	$113,712
Program Administration & Planning		20 / 21A / 21C / 21D / 21E	#1	$20,000
2023 Allocation:				**$261,291**
Pre-2023 Re-Program:				**$20,000**
Program Income:				**$0**
Total Program:				**$281,291**

CAPS:

Category	Maximum/Minimum Required	Proposed	Difference
Administration	$52,258.20 max.	$52,258.20	**$0**
Public Services	$39,193.65 max.	$39,192	**+$1.65**
LMI Benefit	$144,645.50 min.	$164,841	**+$20,195.50**
Slum/Blight Benefit	$26,129.10 max.	$25,000	**-$1,129.10**

Administration: 20% max. of allocation ($261,291) = $52,258.20
Public Services: 15% max. of allocation ($245,596) = $39,193.65
LMI Benefit: Min. 70% of total program ($281,291) minus administration = $144,645.50
Slum/Blight Benefit: Max. 30% of allocation minus administration ($261,291) = $26,129.10
*-split between and public service/non-profit applications

National Objectives

LMH = Low/Mod Housing Benefit
Activities undertaken to provide or improve permanent residential structures that will be occupied by low/mod income households.

LMA = Low/Mod Area Benefit
Activities providing benefits that are available to all the residents of a particular area, at least 51% of whom are low/mod income. The service area of an LMA activity is identified by the grantee and need not coincide with Census tracts or other officially recognized boundaries (City has chosen to use 2019 ACS Census Block Groups to identify LMA service areas).

LMC = Low/Mod Limited Clientele Benefit
Activities that benefit a limited clientele, at least 51% of whom are low/mod income. LMC activities provide benefits to a specific group or persons rather than to all the residents of a particular area.

SBA = Slum/Blight Area Benefit
Activities undertaken to prevent or eliminate slums or blight in a designated area (limited to MCRC area only

HUD Codes

03F: Parks & Recreation Facilities
03L: Sidewalks
05B: Handicapped Services
05G: Services for Victims of Domestic Violence

05Q: Subsistence Payments
05Z: Other Public Services
13B: Homeownership Assistance, excluding counseling
14A: Rehabilitation: Single-Unit Residential
14E: Rehabilitation: Publicly or Privately-Owned Commercial/Industrial
14F: Energy Efficiency Improvements
14I: Lead-Based Paint Abatement
20: Planning
21A: General Program Administration
21C: Public Information
21D: Fair Housing Activities
21E: Submission of Application for Federal Programs

Project Descriptions

Minor Home Repair Program: The program is an eligible activity under the "Rehabilitation" category. The program has been funded annually since the 2008-09 program year. The 2017-18 program year expanded the program to include ADA improvements (including ramps, guardrails, grab-bars, and safe ingress/egress features) and weatherization assistance (HVAC, furnace, and water heater replacements). The weatherization assistance has been especially popular. **Funding for 26 $5,000 grants ($130,000) is recommended for the 2023-24 program year.**

Commercial Façade Grant Program: The program is an eligible activity under the "Rehabilitation" category. This program has been funded in some capacity since 2011. The program may be applied to the rehabilitation of a building in the designated slum & blight area. The intent of the program is to encourage rehabilitation of vacant or underutilized structures to support economic development and job creation. Over the past several program years, it has been underutilized. Staff hopes that with the Downtown Master Plan update kicking off, more funding requests will be presented. Staff still recommends keeping funds available for the program. **Funding of $25,000 is recommended for the 2024-25 program. Up to a $10,000 matching grant is proposed per building or storefront with some exceptions.**

Hope House Support: The activity is eligible under the "Public Service for Victims of Domestic Violence" category. The activity assists in covering the costs of three (3) weekly sessions of individual therapy, for an estimated 144 therapy sessions. Therapy sessions will be held in Blue Springs. **Funding of 13,471 is recommended for the 2024-25 program year.**

Community Services League: The activity is eligible under the "Subsistence Payments" category. The activity assists in covering the costs of rent and utilities to prevent homelessness, with a focus towards assisting families in locating long-term housing after temporary residency at extended stay hotels in Blue Springs. The Community Services League is responsible for maintaining records verifying how funds were expended and ensuring that only qualifying low-moderate income

households in Blue Springs are receiving assistance through the funds provided. **Funding of $25,721 is recommended for the 2024-25 program year.**

Sidewalk Improvements Program: The program is an eligible activity under the "Sidewalks" category. This program has been funded in the past for sidewalk improvements in low-moderate income areas. Funds for 2024-25 are proposed to be utilized design and construction of sidewalk improvements along Main Street in Downtown Blue Springs from 7 Hwy to SW 8th Street. Funds will also be utilized for construction of downtown signage and construction of the sidewalk. **Funding of $114,841 is recommended for the 2024-25 program year to complete sidewalk design and infill improvements.**

Program Administration: The activity is eligible under the "Program Administration Costs" category. The program has been funded since 2010 (except for 2015-2016 program year). The activity assists in covering the costs of advertising, monitoring, reporting, and evaluating the CDBG program, and is capped at 20% of program funding. This activity can also be utilized to update studies, marketing and surveys relevant to CDBG activities. **Funding of $52,258.20 is recommended for the 2024-25 program year.**

2024-2025 LMI Census Block Groups with Downtown Slum and Blight Area Overlay

