

**Consolidated Annual Performance and Evaluation Report (CAPER)  
FY 2018**

**Report Summary:**

The Consolidated Annual Performance and Evaluation Report (CAPER) is an annual report required by the U.S. Department of Housing and Urban Development (HUD) , in order for the City to continue to receive Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funding. The CAPER is a reporting document detailing CDBG and HOME expenditures and accomplishment data within HUD’s required Integrated Disbursement & Information System (IDIS). The data contained within this report is formatted through HUD’s online reporting system (IDIS). The City of Columbia met all expenditure and funding commitment requirements in FY 2018 and had significant project accomplishments. A summary of expenditures can be seen in the following table:

<b>FY 2018 CDBG and HOME Expenditures</b>		
	<b>CDBG</b>	<b>HOME</b>
Administration	\$ 134,893.68	\$ 73,479.89
Planning	\$ 86,524.56	
Housing Rehab	\$ 84,978.05	\$ 16,145.00
NRT Code Enforcement	\$ 33,992.84	
NRT Demolition	\$ 22,331.17	
Garth, Sexton, Oak and Lynn	\$ 66,979.10	
Centro Latino	\$ 5,649.00	
Job Point Vocational Training	\$ 102,500.00	
SIL Accessibility and Repair Program	\$ 109,910.63	
Community Solar	\$ 40,000.00	
Fair Housing Set-aside	\$ 16,003.70	
Homeownership Assistance	\$ 8,877.19	\$ 312,420.00
CHDO		\$ 143,150.00
Columbia Housing Authority-Oak Towers		\$ 80,000.00
Columbia Housing Authority-Providence Walkway II		\$ 200,000.00
<b>Total</b>	<b>\$ 712,639.92</b>	<b>\$ 825,194.89</b>

The following items respond to CDBG and HOME Program regulation specific reporting criteria.

## **CR-05 - Goals and Outcomes**

### **Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)**

The City expended \$712,639.92 in CDBG funds and \$825,194.89 in HOME funds during FY 2018. Major project completions include the following:

- Highest Homeownership Assistance Program participation of current Consolidated Plan with 40 participants.
- Homebuyer Education provided to 167 attendees
- Services for Independent Living with the completion of 43 projects improving accessibility and home maintenance of elderly and disabled households.
- Completion of exterior renovations, landscape wall and patio at Centro Latino facility
- Job Point completion of vocational training for 13 students.
- Completion of 6 homes at Lynn Street Cottages and significant completion on 2 additional homes (103 Lynn and 700 Oak).
- Completion of 8 HOME funded rental units at the Columbia Housing Authority Oak Tower and Bryant Walkway II Developments.
- Significant completion of CMCA's 804 King Avenue home.
- Legal Department staff completion of Fair Housing Training to 142 professionals.

### **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	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Bus Shelters	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5000	4229	84.58%	1,000	0	0.0%
Code Enforcement	Affordable Housing	CDBG	Housing Code Enforcement/Foreclosed Property Care	Household Housing Unit	375	394	105.06%	75	120	160.00%
Community Facility Improvements	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	150	178	118.67%	30	25	83.33%
Fair housing counseling	Affordable Housing Public Housing	CDBG	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	50	42	84.00%	10	7	70.00%
Fair housing education to households	Affordable Housing Public Housing	CDBG	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	150	159	106.00%	30	64	213.33%
Fair housing education to housing professionals	Affordable Housing Public Housing	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	257	257.00%	20	142	710.00%
Homebuyer Assistance	Affordable Housing	HOME	Direct Financial Assistance to Homebuyers	Households Assisted	60	139	231.67%	12	40	333.33%

Homebuyer education	Affordable Housing	CDBG	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	450	613	136.22%	90	167	185.56%
Microlending	Non-Homeless Special Needs	CDBG	Businesses assisted	Businesses Assisted	15	1	6.67%	4	0	0.00%
New housing construction	Affordable Housing	HOME	Homeowner Housing Added	Household Housing Unit	15	13	86.67%	3	6	200.00%
Owner Occupied Rehabilitation	Affordable Housing	CDBG & HOME	Homeowner Housing Rehabilitated	Household Housing Unit	55	18	32.73%	8	2	25.00%
Removal of dilapidated structures	Affordable Housing Non-Housing Community Development	CDBG	Buildings Demolished	Buildings	15	9	60.00%	2	3	150.00%
Rental production	Affordable Housing	HOME	Rental units constructed	Household Housing Unit	4	2	50.00%	4	0	0.00%
Rental production	Affordable Housing	HOME	Rental units rehabilitated	Household Housing Unit	6	15	250.00%	4	8	200.00%
Repair of existing housing	Affordable Housing	CDBG	Homeowner Housing Rehabilitated	Household Housing Unit	200	159	79.50%	40	51	127.50%

Sidewalk Projects	Non-Housing Community Development	CDBG	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	5000	5845	116.90%	1000	0	0.0%
Vocational Training	Non-Housing Community Development	CDBG	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	70	53	75.71%	14	13	92.86%

**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.**

All FY 2018 expenditures were high priority needs identified in the City's Consolidated Plan. The City provided CDBG funds for vocational training, rehab and repair of affordable owner occupied housing, code enforcement and community facilities. All of the projects funded were identified as the high priorities in the City's 2015-2019 Consolidated Plan. CDBG projects with significant progress can be seen below:

- Completion of bioretention and open green space at Garth and Sexton.
- Services for Independent Living with the completion of 43 projects improving accessibility and home maintenance of elderly and disabled households.
- Job Point completion of vocational training for 13 students.
- Solar improvements on Lynn Street homes.
- 167 first-time homebuyer education attendees.
- Completion of demolition and clearing title on 6 Fourth Ave and and demolition and removal of foundation structures on 1103 N. 8<sup>th</sup> and 1105 N. 8<sup>th</sup>.

## 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
<b>Race:</b>		
White	34	28
Black or African American	29	8
Asian	1	5
American Indian or American Native	1	0
Native Hawaiian or Other Pacific Islander	0	0
<b>Total</b>	65	41
<b>Ethnicity:</b>		
Hispanic	1	2
Not Hispanic	64	39

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

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Resources Made Available	Amount Expended During Program Year
CDBG	1,756,296.92	712,639.92
HOME	2,037,520.53	825,194.89
General Revenue	364,200	125,818.22
Total	4,158,017.45	1,663,653.03

Table 3 - Resources Made Available

### Narrative

The City of Columbia met all CDBG and HOME expenditure and funding commitment requirements in FY2018. The City experienced a significant increase in expenditures in the Homeownership Assistance Program, due to additional funding for the program and a significant outreach and marketing of the program. The City expended \$247,492.28 in HOME funds for the Homeownership Assistance Program, resulting in 40 first-time homebuyers and over \$4 million in private mortgages.

The City completed 1 large storm water and green space community facility project at Garth and Sexton and expended a significant level of CDBG funding on job training for low-income at-risk youth through Job Point's training programs, resulting in 13 students prepared for additional training or employment. A summary of City CDBG and HOME expenditures can be seen below:

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation
Neighborhood Response Team	25%	24.73%
CDBG Eligible Area & NRT	75%	53.76%
Citywide-remainder	25%	46.24%

Table 4 – Identify the geographic distribution and location of investments



## 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 of Columbia provided \$108,300 in additional match funding compliant with HOME match requirements. The sources of match came from permit fee waivers for 8 affordable homes underway in FY 2018 with a value of \$6,200 per home.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	1,816,033.79
2. Match contributed during current Federal fiscal year	108,300.00
3 Total match available for current Federal fiscal year (Line 1 plus Line 2)	1,924,333.79
4. Match liability for current Federal fiscal year	46,235.19
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	1,878,098.60

**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
103 Lynn	2018		6,200					6,200
105 Lynn	2018		6,200					6,200
107 Lynn	2018		6,200					6,200
109 Lynn	2018		6,200					6,200
111 Lynn	2018		6,200					6,200
113 Lynn	2018		6,200					6,200
115 Lynn	2018		6,200					6,200
700 Oak	2018		6,200					6,200
804 King Ave	2018		6,200					6,200
6532 Daycrew Loop	2018					26,520		26,250
6500 Daycrew Loop	2018					26,520		26,520
Total								108,300

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 \$	Balance on hand at end of reporting period \$
0	\$95,704.96	\$95,704.96	0	0

Table 7 – Program Income

<b>Minority Business Enterprises and Women Business Enterprises – Indicate the number and dollar value of contracts for HOME projects completed during the reporting period</b>						
	<b>Total</b>	<b>Minority Business Enterprises</b>				<b>White Non-Hispanic</b>
		<b>Alaskan Native or American Indian</b>	<b>Asian or Pacific Islander</b>	<b>Black Non-Hispanic</b>	<b>Hispanic</b>	
<b>Contracts</b>						
Number	12	0	0	5	0	7
Dollar Amount	\$741,384.44	0		\$138,384.44		\$603,000.0
<b>Sub-Contracts</b>						
Number		0	0	0	0	0
Dollar Amount						
	<b>Total</b>	<b>Women Business Enterprises</b>	<b>Male</b>			
<b>Contracts</b>						
Number	12	9	3			
Dollar Amount	\$741,384.34	\$168,833.32	\$572,551.02			
<b>Sub-Contracts</b>						
Number		<b>0</b>	<b>0</b>			
Dollar Amount						

**Table 8 – Minority Business and Women Business Enterprises**

## 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	35	0
Number of non-homeless households to be provided affordable housing units (HOA, Rehab, Rental, New Const, Repair-non-SIL)	41	63
Number of special-needs households to be provided affordable housing units (SIL)	40	43
<b>Total</b>	<b>116</b>	<b>106</b>

Table 9 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	0	0
Number of households supported through the production of new units	3	6
Number of households supported through the rehab of existing units	52	60
Number of households supported through the acquisition of existing units	12	40
<b>Total</b>	<b>67</b>	<b>106</b>

Table 10 – Number of Households Supported

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

The City of Columbia ended its Tenant Based Rental Assistance (TBRA) funded through the Columbia Housing Authority in FY 2015. TBRA was not identified as a high priority when compared to other affordable housing activities during the public input process for the 2015-2019 Consolidated Plan. The City met its goals for producing new affordable owner occupied homes in 2018 and greatly exceeded its goals for homeownership assistance with 40 participant households. The City is significantly behind in rehabilitation of existing housing, however the minor home repair program is exceeding program goals. City staff assumes that interest in the MHR program has outpaced the rehab program due to the lower level of debt, but still significant repairs that can be completed under the MHR Program. Also, the rehab program was out of funding and not taking applications from January through August of 2018 due to previous years' high expenditure levels and delays in the FY 2018 appropriations process. The Columbia

Housing Authority completed and fully leased its Oak Tower and Bryant Walkway II developments which will result in additional HOME funded outcomes of 8 rental units in FY 2018.

**Discuss how these outcomes will impact future annual action plans.**

The City has started the process of planning for its next annual action plan, which also will be the first year of the 2020-2024 Consolidated Plan. Review of 2015-2018 performance data will guide future funding decisions and previous expenditure data has provided contextual information to inform 2020-2024 Consolidated Plan public engagement meetings. City staff anticipates changes to activities to occur based on the 2020-2024 Consolidated Plan public engagement process. The City anticipates potentially removing the microloan objectives or substantially changing this objective, however this will be evaluated as the City begins its planning for the FY 2020 – FY 2024 Consolidated Plan in the coming year. The City also anticipates funding tenant based rental assistance to assist in addressing specific homeless populations.

**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.**

<b>Number of Persons Served</b>	<b>CDBG Actual</b>	<b>HOME Actual</b>
Extremely Low-income	<b>67</b>	<b>13</b>
Low-income	<b>5</b>	<b>8</b>
Moderate-income	<b>13</b>	<b>83</b>
<b>Total</b>	<b>85</b>	<b>104</b>

**Table 11 – Number of Persons Served**

**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 Basic Needs Coalition conducts point in time counts and coordinates project homeless connect. The point in time counts allows participant agencies to assess the level of homelessness needs in the community, as well as provide referral services and resources to homeless persons. Project homeless connect provides a multitude of services and referrals for homeless populations in Columbia. The City's 2018 Winter Point in Time Count resulted in identifying 280 sheltered/unsheltered individuals experiencing homelessness in Boone County, which is up from 265 in 2017. The Functional Zero Task Force also meets on a regular basis to manage the by name list of homeless individuals and households within the City of Columbia and assesses how to best serve and house these individuals. The by name waitlist for current Columbia data and through 2018 is as follows:

**2019 Current Data:**

Literally Homeless = 288

- Single adults = 207
- Families = 27
- Single veterans = 53
- Veteran families = 2

Chronically Homeless = 110 (of the 288)

Unsheltered = 40-50 (on average)

**2018 Data and Outcomes:**

Assessed: 551

Housed: 148

**Addressing the emergency shelter and transitional housing needs of homeless persons**

The City expended \$43,000 in 2017 on the Wilkes Blvd United Methodist church for renovations to its facility for homeless day center services. Renovations have allowed for more locker room space, improved accessibility, exterior security and expanded day center space. No funding proposals addressing emergency or transitional housing needs of homeless persons were submitted in 2018, therefore no accomplishments were completed. The City is also currently conducting its FY 2020-2024 Consolidated Planning process and public engagement efforts. Initial feedback indicates that the City will may examine the feasibility of a 24 hour shelter and providing an additional amount of HOME tenant based rental assistance vouchers.

**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**

The City's Division of Human Services works to address the causes and effect of poverty by purchasing, coordinating and providing social services in our community, including: medication assistance, utility assistance, dental pain relief, pregnancy testing, pregnancy support, health insurance/coverage, health families home visiting program.

Each year, the Division of Human services enters into purchase of service contracts with community-based organizations to assist in delivering essential social services to low-income populations. The Division of Human Services administers close to \$900,000 in local general revenue to assist social service providers serving these populations.

### **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**

The City contributed to helping homeless persons make the transition to permanent housing and independent living by providing funds for facilities operated by agencies that serve these populations and by expanding affordable housing options to these populations. Since FY 2015, the City has allocated \$500,000 in general revenue, as well as \$248,000 in CDBG funds to assist in the development of emergency housing for Veterans served by Welcome Home. Welcome Home provides emergency housing for homeless veterans. CHA is also partnering with Welcome Home along with the VA to ensure veterans have additional transitional housing and supportive services. The city is in the process of evaluating how it can further support addressing homelessness for the FY 2020-2024 Consolidated Plan, which will include chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth.

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

### **Actions taken to address the needs of public housing**

The Columbia Housing Authority is the first housing authority in the state of Missouri to be accepted into the HUD Rental Assistance Demonstration (RAD) Program. By the summer of 2019 the Columbia Housing Authority will have renovated 597 public housing units. The CHA is planning on replacing another 50 units known as the Providence Walkway Apartments. An application for low-income housing tax credit funding will be submitted to the Missouri Housing Development Commission in the fall of 2019 with awards being announced in December 2019. The Columbia Housing Authority plans to renovate the last 70 public housing units in the next four years and it is critical that City leaders consider the results achieved in the past 5 years through supporting the Columbia Public Housing Authority with City HOME funds.

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

The Columbia Housing Authority has two Family Self-Sufficiency Coordinators, three Resident Services Coordinators, and two Healthy Homes Connections Family Specialists. All of these staff are able to refer public housing residents or Section 8 Housing Choice Voucher Program participants to our Section 8 Homeownership program. We offer the 10-week FDIC Money Smart program free of charge 4 times per year. Money Smart is a comprehensive financial education program designed to help participants clean up their credit scores, improve their money management skills, and understand the process for purchasing a home.

All public housing residents are encouraged to participate in their respective Resident Associations as well as the Resident Advisory Board.

All Columbia Housing Authority Board of Commissioners meetings are open to the public and publicized at CHA housing sites as well as on the CHA web site. Meeting agenda packets are available at all CHA housing sites as well as on the CHA web site.

## **Actions taken to provide assistance to troubled PHAs**

The Columbia Housing Authority has not been engaged in assisting troubled PHAs.



### **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 Columbia City Council established the Fair Housing Task Force (FHTF) on February 19, 2018 to assist the City in meeting its Affirmatively Furthering Fair Housing (AFFH) Requirements. The FHTF began meeting in July of 2018 and has held a variety of meetings, worksessions and public engagement sessions to deliberate on how the City of Columbia can affirmatively further fair housing in our community. Preliminary findings of the FHTF include recommending the City adopt a formal definition of affordable housing and households served, implement a housing trust fund, identify ways to support non-profit and for-profit developers in the siting of affordable housing, further collaboration with Columbia Public Schools and the County of Boone, identify vacant and developable land near transportation, employment, and the procurement of a firm to assist in identifying additional policies and incentives to foster the development of more affordable housing.

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

The City expended City general revenue to assist in expanding and improving the Wilkes Blvd United Methodist's Turning Point program serving homeless persons with day center resources in 2017. Public engagement efforts to inform the 2020-2024 Consolidated Plan have identified the potential need for a 24-hour drop in center for underserved homeless population needs.

The City and County also continued funding Job Point in FY 2018 to fund job training activities for low-income persons exiting the prison system, and allocated CDBG resources to purchase their facility in order to reduce organizational operating costs. These efforts are in place to help with improved re-entry of ex-offenders into our community.

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

During 2018, the City continued its compliance with lead-based paint hazard reduction mandates. The City continues to use Pharos Group for lead hazard evaluation activities, although administrative staff is also trained in lead paint procedures. Rehabilitation procedures are designed to comply with HUD regulations for the reduction of lead-based paint hazards. These procedures apply to all housing built before January 1, 1978 which is assisted with CDBG or HOME funds, including homebuyer assistance and the owner-occupied housing rehabilitation program.

For homeownership programs, property is inspected by a licensed lead-based paint inspector employed by the City for evidence of deteriorated paint conditions; if deteriorated paint is found, a lead hazard evaluation is completed. All lead hazard evaluations are performed by a State-licensed Risk Assessor and include testing of painted surfaces that are deteriorated or will be disturbed during repair work and taking appropriate dust wipe samples. Hazard control procedures include abatement and interim controls, as is deemed appropriate for the situation, followed by work that is completed using safe work practices and required clean-up techniques. Procedures also include relocation of households with small children and relocation of other households when interior hazard control activities occur and living

outside containment areas is not possible. The City is working with subrecipients conducting home repair programs to ensure compliance with lead paint requirements.

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

Two primary activities in place to reduce the number of poverty level families is the funding of Job Point's Vocational Training program. The goal of the training is to obtain employment or increased employment in areas of high demand, resulting in higher household incomes. The City's Homeownership Assistance Program is also a mechanism for lower income working households to gain access to the benefits of homeownership, which includes building household equity and wealth. 40 households in 2018 were served with the Homeownership Assistance Program and will now have the ability to build equity and wealth through homeownership.

The City of Columbia has also continued efforts under its City-wide strategic plan with social equity as its core mission. The City utilized several cross-functional teams to improve social equity in Columbia and the key question the City is working to address is, "How can we strengthen our community so all individuals thrive?" The City is beginning its work on the next City-wide strategic planning cycle and will likely continue some level of effort to reduce the number of poverty level families in Columbia.

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

The Columbia City Council approved upgrading the Housing Programs Supervisor position to the Housing Programs Manager and upgraded HUD funded staff team its own division within the Community Development Department. CDBG and HOME funded staff are now graded and positioned as the Housing Programs Division within the Community Development Department. This change will assist in bringing more awareness to the programs and leverage additional collaboration with community partners.

The City also increased its CDBG Administration funding from 16% to 18% in FY2015 in order help fund an additional housing specialist position. The additional position became fully operational in 2016. This additional position has helped increase production in the homeownership program and minor home repair programs. The Housing Programs Division made significant progress in partnership with the Columbia Community Land Trust in increasing organizational sustainability in 2018.

Columbia Community Land Trust (CCLT) is a nonprofit, community-based corporation established as a community land trust in Columbia, Missouri to create and preserve a permanent supply of affordable homes for low-income households otherwise unable to afford homeownership.

Housing Programs Division staff currently staff the CCLT through an operating agreement, covering its first 5 years of operations. 2018 was the end of the 2 year of the CCLT's first 3-year strategic plan. City staff are providing operational support at no cost during the first 3 years of operations, however the City/CCLT operating agreement stipulates that the CCLT will be financially responsible for covering staffing costs by January 1<sup>st</sup> of 2019. The CCLT has been successful at building its portfolio of homes and resources to cover a portion of the staffing costs moving forward.

Housing Programs Division staff also upgraded its Administrative Support Assistant to an Administrative Technician, which has helped gain additional capacity and expertise in tracking

Columbia Community Land Trust expenditures. The Housing Programs staff is currently still located at a store front location on 500 E. Walnut. This location allows for greater visibility and accessibility of the City's HUD funded programs, as well as greater collaboration between dedicated staff members. The cost of moving to this location and rent is covered by City general revenue.

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

The Community Development Department finished fully implementing its new "Neighborly" software system. This system integrates all the CDBG staff functions including its annual RFP, loan portfolio, internal housing programs, sub-recipient management, and Columbia Community Land Trust property management. Implementation of this system was recognized by the National Community Development Association and City staff were asked to present on implementation efforts as a part of best practices panel for software implementation and improved efficiency.

**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 City completed implementation of its fair housing website in 2015 and also hosted several educational events in 2018 for low to moderate income households and local Realtors, Property Managers and housing professionals. Plans are underway for another Fair Housing Symposium in April of 2019.

The City Council established the Fair Housing Task Force (FHTF) on February 19, 2018 to assist the City in meeting its Affirmatively Furthering Fair Housing (AFFH) Requirements. The FHTF began meeting in July of 2018 and has held a variety of meetings, worksessions and public engagement sessions to deliberate on how the City of Columbia can affirmatively further fair housing in our community. Preliminary findings of the FHTF include recommending the City adopt a formal definition of affordable housing and households served, implement a housing trust fund, identify ways to support non-profit and for-profit developers in the siting of affordable housing, further collaboration with Columbia Public Schools and the County of Boone, identify vacant and developable land near transportation, employment, and the procurement of a firm to assist in identifying additional policies and incentives to foster the development of more affordable housing.

*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 continued to monitor project completion data and expenditures for all projects completed in 2018. The City conducted the a risk assessment of currently funded organizations in 2018 and completed on-site monitoring for the following agencies:

- Job Point-HVAC
- Job Point-COMO CHDO
- Services for Independent Living

- RAIN Waterbrook Place
- Phoenix Programs
- CHA-McBaine Townhomes
- Welcome Home
- Central Missouri Community Action-CHDO
- Bethel Ridge I & II

No major findings were observed. Some minor requested changes and property maintenance items were addressed. Welcome Home also could not produce an annual audit report during the monitoring, however the organization has been cooperative and informative and has since provided staff with an updated audit of financial statements for the last two years (2016 & 2017). Some changes in recording of revenues, depreciation and expenses were noted, however no major concerns were noted within the financial audit report.

**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 provided notice to Columbia citizens through its local newspaper on March 7, 2019 for comment on the FY 2018 CAPER. The notice included notification of a March 18, 2019 public hearing and 15 day comment period.

**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 of Columbia does not foresee any major changes in program objectives as result of the FY 2018 CAPER, however several changes are anticipated as a result of the 2020-2024 Consolidated Planning process. The City does anticipate guiding future funding decisions and focus on particular programs based on 2018 performance data, however previous expenditure data has provided contextual information to inform 2020-2024 Consolidated Plan public engagement meetings. City staff anticipates changes to activities to occur based on the 2020-2024 Consolidated Plan public engagement process. The City anticipates potentially removing the microloan objectives or substantially changing this objective, however this will be evaluated as the City begins its planning for the FY 2020 – FY 2024 Consolidated Plan in the coming year. The City also anticipates funding tenant based rental assistance to assist in addressing specific homeless populations.

*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 conducted visits on the following sites for 2018:

- Hanover Estates (I, II, & III)
- Bethel Ridge (I & II)
- McBaine Townhomes
- RAIN Stone Street
- Hanover Estates

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

Each organization with HOME funded units is required to undertake affirmative marketing actions as part of leasing its HOME funded units. Each organization is monitored for ensuring affirmative marketing actions and materials can be verified.

**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**

The City utilized \$95,704.96 in HOME program income in FY 2018. These funds were used exclusively for the Owner-Occupied Rehabilitation Program and Homeownership Assistance Program.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

The City expended 280,000 in HOME funds for renovations to the Columbia Housing Authority's (CHA) Oak Tower and Bryant Walkway II projects. The City has allocated and expended close to \$500,000 in HOME funds for CHA renovation efforts that have resulted in a total estimated investment of \$75 million into our community for much needed improvements. The City anticipates aligning 2020-2024 Consolidated Plan goals with the Columbia Housing Authority goals for potential LIHTC funded projects. The City of Columbia also expended roughly \$125,000 in general revenue funds for purchase of land to include the development of 10 new cottage housing style homes at Cullimore Cottages. Development of the Cullimore Cottages is anticipated to begin in fall of 2019.