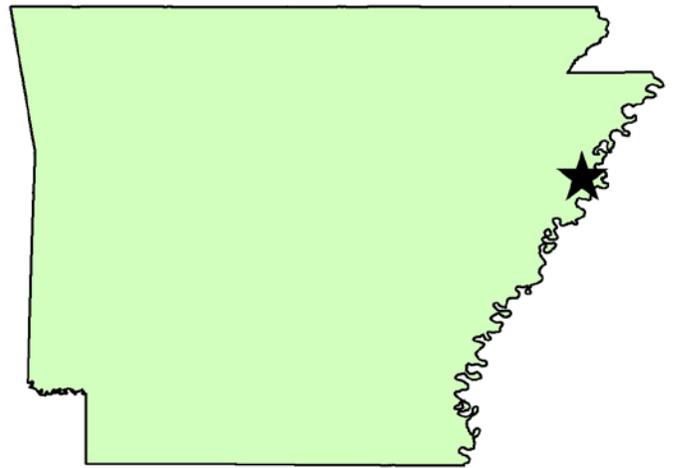


# 2017 ANNUAL ACTION PLAN FOR HOUSING AND COMMUNITY DEVELOPMENT CITY OF WEST MEMPHIS, ARKANSAS



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# Executive Summary

## AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

### 1. Introduction

In 1994, the U.S. Department of Housing and Urban Development (HUD) issued new rules consolidating the planning, application, reporting and citizen participation processes for four formula grant programs: Community Development Block Grants (CDBG), Home Investment Partnerships (HOME), Emergency Solution Grants (ESG) and Housing Opportunities for Persons with AIDS (HOPWA). The new single-planning process was intended to more comprehensively fulfill three basic goals: to provide decent housing, to provide a suitable living environment and to expand economic opportunities. It was termed the Consolidated Plan for Housing and Community Development.

According to HUD, the Consolidated Plan is designed to be a collaborative process whereby a community establishes a unified vision for housing and community development actions. It offers entitlements the opportunity to shape these housing and community development programs into effective, coordinated neighborhood and community development strategies. It also allows for strategic planning and citizen participation to occur in a comprehensive context, thereby reducing duplication of effort.

As the lead agency for the Consolidated Plan, the Community Development Agency (CDA) hereby follows HUD's guidelines for citizen and community involvement. Furthermore, it is responsible for overseeing these citizen participation requirements that accompany the Consolidated Plan and the Community Development Block Grant (CDBG).

### Purpose of the Annual Action Plan

The 2017 West Memphis Annual Action Plan for Housing and Community Development is the one-year planning document identifying the needs and respective resource investments in addressing the City's housing, homeless, non-homeless special needs populations, community development and economic development needs.

## Goals of the Consolidated Plan

The goals of the Community Development Agency are to provide decent housing, a suitable living environment and expanded economic opportunities for the City's low-and moderate-income residents. The CDA strives to accomplish these goals by maximizing and effectively utilizing all available funding resources to conduct housing and community development activities that will serve the economically disadvantaged residents of the City. By addressing need and creating opportunity at the individual and neighborhood levels, the CDA hopes to improve the quality of life for all residents of West Memphis. These goals are further explained as follows:

- *Providing decent housing* means helping homeless persons obtain appropriate housing and assisting those at risk of homelessness; preserving the affordable housing stock; increasing availability of permanent housing that is affordable to low- and moderate-income persons without discrimination; and increasing the supply of supportive housing.
- *Providing a suitable living environment* entails improving the safety and livability of neighborhoods; increasing access to quality facilities and services; and reducing the isolation of income groups within an area through de-concentration of low-income housing opportunities.
- *Expanding economic opportunities* involves creating jobs that are accessible to low- and moderate-income persons; making mortgage financing available for low- and moderate-income persons at reasonable rates; providing access to credit for development activities that promote long-term economic and social viability of the community; and empowering low-income persons to achieve self-sufficiency to reduce generational poverty in federally-assisted and public housing.

## 2. Summarize the objectives and outcomes identified in the Plan

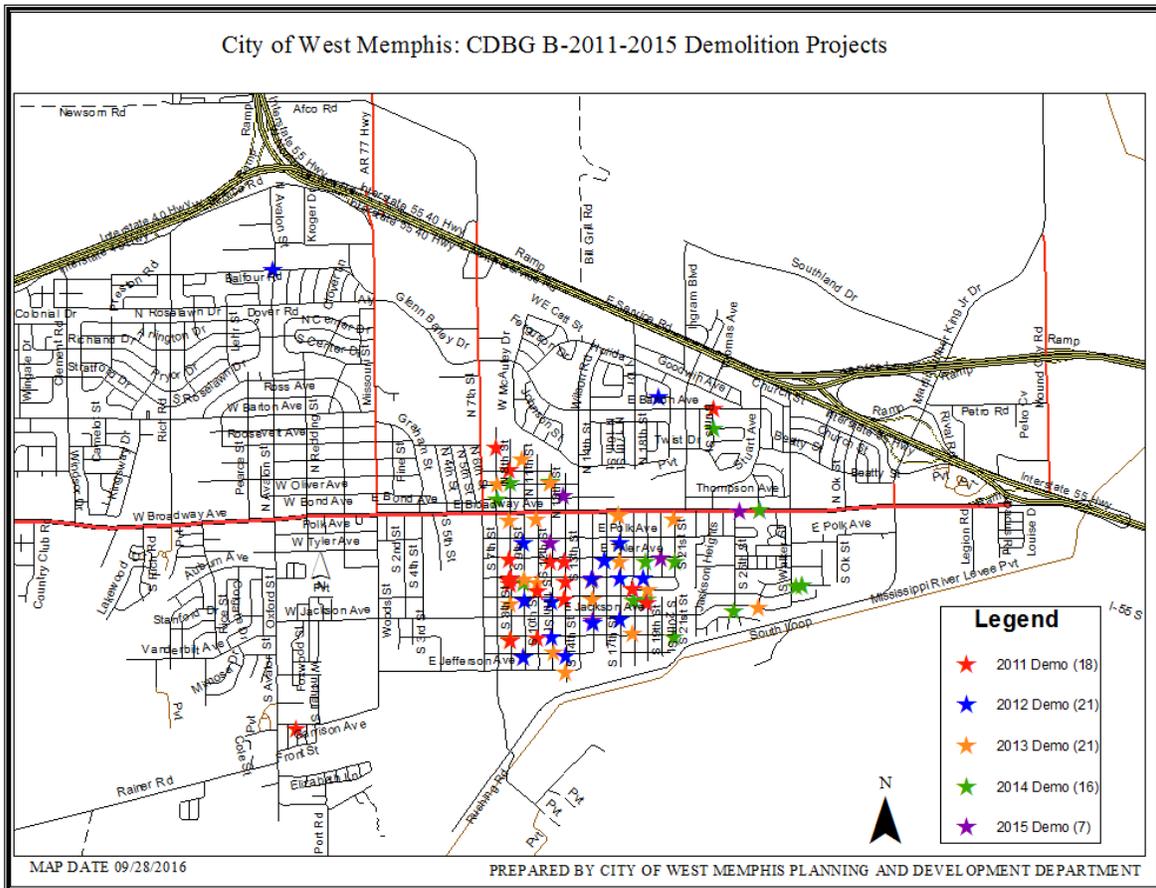
This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

These objectives are supported by a collection of associated strategies and performance goals. These strategies seek to work toward meeting the objectives stated, addressing the need for more affordable housing, housing rehabilitation, public facilities and infrastructure improvements, and public services.

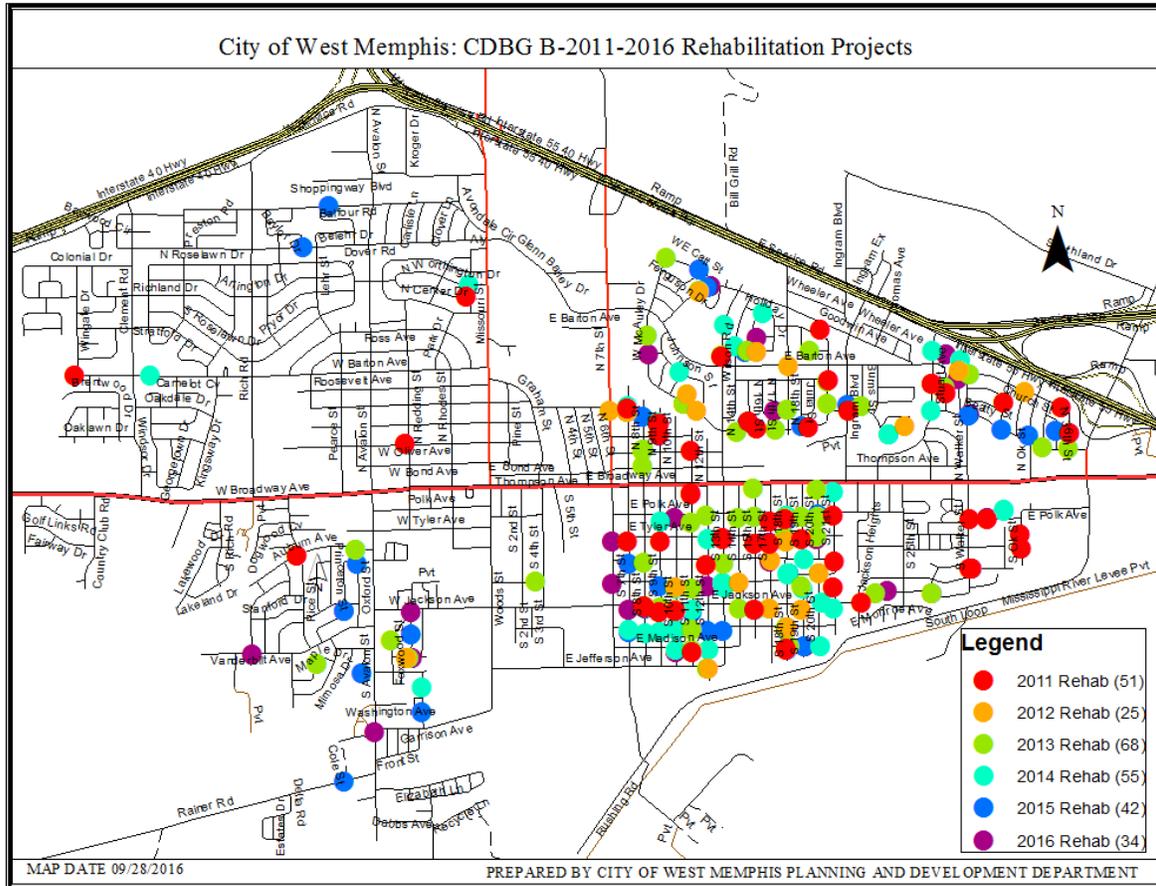
### **3. Evaluation of past performance**

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

West Memphis has a history of successful programs funded through the Community Development Block Grant Program. Of particular importance to the health of the city have been programs that address the condition of the housing stock. The City has successfully funded housing rehabilitation activities targeting lower income and elderly households unable to properly maintain their homes. The City has also successfully demolished dangerous and blighted structures on a spot basis throughout the city. Additionally, the City has worked actively with local homeless services providers to expand both the stock of units/beds available to homeless persons and services aimed at helping those persons find employment, housing, health care services, and educational opportunities. Details of past performance can be found in the City's Consolidated Annual Performance and Evaluation Report (CAPER) and the attached maps.



**2011-2015 Demolitions**



## 2011-2016 Home Rehabilitations

### 4. Summary of Citizen Participation Process and consultation process

#### Summary from citizen participation section of plan.

The City of West Memphis, Arkansas followed its designated Community Participation Plan outlined in the 2016-2020 Consolidated Plan. City of West Memphis Department of Community Planning and Development, located at 205 S. Redding Street, West Memphis, Arkansas 72301, served as lead agency for the development of the Analysis of Impediments.

Community meetings were held on January 23rd and February 6th at the City of West Memphis City Council Chambers. Participants included City of West Memphis appointed government representatives, local business owners, non-profit organizations, housing and social service agency representatives, and community members.

Stakeholders were notified of the meetings through notices published in the newspaper as well as letters sent to churches and community groups. General issues relating to the housing market,

neighborhoods conditions, community development needs, and concerns pertaining to fair housing choice in the City of West Memphis were discussed.

## **5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

Social-economic issues were of major concern to stakeholders in the community meetings. Residents voiced approval and the continued need for the Housing Rehabilitation project to continue for low income seniors and disabled individuals. They did, however, think that there was a need for more funding for emergency repairs and substantial renovations of owner occupied housing. Residents also suggested that code enforcement be included in the next year's program. The demolition project also received positive feedback and residents stated that it was still needed. The multi-year Drainage Project, under Public Facilities Improvements, would be completed before the start of the 2017 grant year. Because of this, community members from all backgrounds and areas thought that rehabilitating and reopening a community center in one of the low-income neighborhoods would be highly beneficial. Residents spoke to how everyone, especially the youth, would be able to benefit from a shared community space.

## **6. Summary of comments or views not accepted and the reasons for not accepting them**

All comments were accepted.

## **7. Summary**

The City of West Memphis is required by the U.S. Department of Housing and Urban Development (HUD) to prepare a consolidated plan for Housing and Community Development every five years and an Annual Action Plan for Housing and Community Development each year. Timely completion of the Plan in a HUD-acceptable format helps ensure continued funding of housing and community development activities throughout the City. In 2016, the City of West Memphis prepared its Five-Year Consolidated Plan, covering the program years 2016 – 2020. The City's 2016 – 2020 Consolidated Plan contains a housing market analysis, a housing homeless needs assessment, a community development needs assessment, and the five year strategic plan, and any other key components that will guide use of the City's CDBG resources for the next five years.

This plan provides a framework through which West Memphis manages its federal entitlement programs related to community development and homeless assistance. The City worked with local service providers and other concerned citizens to develop the 2017 annual action plan, designed to address needs within the city as identified through the public participation process and needs assessment.

## PR-05 Lead & Responsible Agencies – 91.200(b)

### 1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	WEST MEMPHIS	Community Development Agency

Table 1 – Responsible Agencies

#### Narrative (optional)

The Consolidated Plan for 2016 – 2020 was prepared in accordance with CFR Sections 91.100 through 91.230 of HUD’s Consolidated Plan regulations, applicable to entitlement jurisdictions.

As the lead agency for the Consolidated Plan, the West Memphis Community Development Agency (CDA) follows the federal guidelines about public involvement, evaluation of quantitative and qualitative data, needs assessment, strategy development, priority setting, and the formulation of objectives.

In addition, the CDA is responsible for overseeing the citizen participation requirements for the Community Development Block Grant (CDBG). The CDA strongly encourages public participation and consultation with other organizations as an essential means of identifying community needs. The citizen participation process was formulated at the beginning of the five-year plan development process and is presented in the Citizen Participation Plan (CPP).

#### Consolidated Plan Public Contact Information

Paul Luker, AICP, Director of Planning and Development, 870-732-7520,pluker@citywm.com; Somer Smith, Community Development Coordinator, 870-732-7520,ssmith@citywm.com; William H. Johnson, Mayor, 870-732-7500.

## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

As part of the consolidated planning process, the CDA must consult with a wide variety of organizations in order to gain understanding of the housing and community development stage. This represents a collective effort from a broad array of entities in West Memphis, ranging from advocacy groups for the disabled, to economic development organizations and City leaders. Private, non-profit, and public organizations, as well as residents interested in the CDBG and Continuum of Care programs, were contacted through several means such as e-mail, phone calls, and face-to-face interactions. These organizations and individuals were solicited to discuss the housing and community development needs in West Memphis and how the City could better address them. Participants were asked to rank the identified needs and provide insight into ways to overcome prospective barriers and constraints.

### **Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

The City of West Memphis will meet its responsibility to provide decent and affordable housing and will aid in the development of viable communities with suitable living environments and expanded economic and community development opportunities. This will be done with the help and support of a network of public institutions, nonprofit organizations, and private industries. The CDA takes additional initiative in instilling capacity and strong housing and community development through funding initiatives, outreach and training, and other capability building endeavors. By meeting with non-profit service providers, faith-based organizations, the West Memphis Housing Authority, other government entities, and various organizations, the City of West Memphis ensures that the needs of the community are addressed.

A collection of non-profit entities work with the City to address a variety of social needs such as affordable housing, homelessness, and special needs populations. For example, the Eastern Arkansas Coalition partners with the City of West Memphis, Mid-South Health Systems and the Arkansas Balance of State Continuum to aid the homeless and to help homeless families with children become housed, financially stable, and employed. Additionally, the same network partners with local authorities to assist recently released mentally ill individuals in finding housing. Currently, the West Memphis Housing Authority manages three hundred seventy five public housing units and the Section 8 Housing Voucher Authority allocates five hundred twenty five housing assistance vouchers. City involvement in these agencies includes attendance at meetings and funding of projects that are eligible for CDBG funds.

Additionally, West Memphis works closely with many state and country agencies, such as the Department of Health, Arkansas Department of Human Services, Office of Alcohol and Drug Abuse Prevention (OADAP) and the Arkansas Coalition Against Domestic Violence to provide citizens with

programs that address varied needs. The Department of Human Services provides many important services to residents such as programs to aid the elderly population, and for individuals with disabilities.

Private industry participation in housing and community development activities include the construction of new multi-family developments, lenders that service loans for first time home buyers, home repair contractors, and other companies with a stake in the future of the City. These companies work with community development and non-profit organizations, providing the construction and financing expertise needed for completion of the projects. Local companies have also worked with non-profit agencies through donations of time and money. The CDA communicates with all of these organizations and businesses periodically.

The City serves as a conduit to enable for-profit and faith-based organizations to stay abreast of the training and conferences being offered to enhance the delivery of their services. The City will continue to strengthen existing relationships and build new relationships with private and public organizations, social service agencies, neighborhood associations, and the faith-based community, as well as attend meetings of other organizations promoting community development.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

City staff works actively with the East Arkansas Coalition, the local umbrella for the development of the Continuum of Care. Staff participate in regularly scheduled meetings and point-in-time surveys. In the past, the City has provided administrative support to supplement Continuum of Care initiatives and funding to the various agencies that make up the membership of the Continuum of Care.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

Staff from West Memphis participates in the development of the Continuum of Care, working with area service providers to include City resources, to the extent possible, in the provision of services to homeless individuals and families in West Memphis.

**2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities**

Sort*	Agency/Group/Organization*	Agency/Group/Organization Type*	What section of the Plan was addressed by Consultation?*	Action
1	<div style="border: 1px solid gray; padding: 2px; width: fit-content; margin: 0 auto;">Select Organization</div>	<input type="checkbox"/> Housing <input checked="" type="checkbox"/> PHA <input type="checkbox"/> Services - Housing <input type="checkbox"/> Services-Children <input type="checkbox"/> Services-Elderly Persons <input type="checkbox"/> Services-Persons with Disabilities <input type="checkbox"/> Services-Persons with HIV/AIDS <input checked="" type="checkbox"/> Services-Victims of Domestic Violence <input type="checkbox"/> Services-homeless <input type="checkbox"/> Services-Health <input type="checkbox"/> Services-Education <input type="checkbox"/> Services-Employment <input checked="" type="checkbox"/> Service-Fair Housing <input type="checkbox"/> Services - Victims <input type="checkbox"/> Health Agency <input type="checkbox"/> Child Welfare Agency <input type="checkbox"/> Publicly Funded Institution/System of Care ⓘ <input type="checkbox"/> Other government - Federal <input type="checkbox"/> Other government - State <input type="checkbox"/> Other government - County <input type="checkbox"/> Other government - Local <input type="checkbox"/> Regional organization <input checked="" type="checkbox"/> Planning organization <input type="checkbox"/> Business Leaders <input checked="" type="checkbox"/> Civic Leaders <input checked="" type="checkbox"/> Business and Civic Leaders <input type="checkbox"/> Other <input style="width: 100px; height: 15px;" type="text"/> <b>Optional Designation(s)</b> <input type="checkbox"/> Community Development Financial Institution <input type="checkbox"/> Foundation <input type="checkbox"/> Grantee Department <input type="checkbox"/> Major Employer <input type="checkbox"/> Neighborhood Organization <input type="checkbox"/> Private Sector Banking / Financing	<input checked="" type="checkbox"/> Housing Need Assessment <input checked="" type="checkbox"/> Public Housing Needs <input checked="" type="checkbox"/> Homeless Needs - Chronically homeless <input checked="" type="checkbox"/> Homeless Needs - Families with children <input checked="" type="checkbox"/> Homelessness Needs - Veterans <input checked="" type="checkbox"/> Homelessness Needs - Unaccompanied youth <input checked="" type="checkbox"/> Homelessness Strategy <input type="checkbox"/> Non-Homeless Special Needs <input checked="" type="checkbox"/> HOPWA Strategy <input checked="" type="checkbox"/> Market Analysis <input checked="" type="checkbox"/> Economic Development <input checked="" type="checkbox"/> Lead-based Paint Strategy <input checked="" type="checkbox"/> Anti-poverty Strategy <input type="checkbox"/> Other <input style="width: 100px; height: 15px;" type="text"/>	

**Table 2 – Agencies, groups, organizations who participated**

**Identify any Agency Types not consulted and provide rationale for not consulting**

No specific organizations were intentionally left out of the public participation process.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Balance of State Continuum of Care	The Strategic Plan provides a set of priorities for addressing homelessness, which are supported by the Continuum of Care and its participating agencies.

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

The development of the Consolidated Plan and the component Strategic Plan and Annual Action Plan require the help of the local non-profit community and other organizations. Specific priorities are identified and ranked through that participation utilizing focus group sessions and forums. The City relies on its ongoing relationships to ensure that these opinions and observations are incorporated into the Plan.

## **AP-12 Participation – 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

City of West Memphis, Arkansas followed its designated Community Participation Plan in developing the 2017 Annual Plan. The City of West Memphis Community Development Department served as lead agency for the development of the 2017 Annual Plan.

A public input meeting was held on January 23, 2017 at the City Council Chambers to offer the public an additional opportunity to offer feedback on the Annual Action Plan. These meetings were advertised in the newspaper and interested persons and agencies were notified by mail.

A public review meeting was also held in the City Council Chambers on February 6, 2017.

The draft report for public review was announced to the public which initiated a thirty-day public review period. This draft report is currently available at:

- Community Development Department located in City Hall at 205 South Redding; and
- Public Library located at 213 North Avalon;

## Citizen Participation Outreach

<b>Sort Order</b>	<b>Mode of Outreach</b>	<b>Target of Outreach</b>	<b>Summary of response/attendance</b>	<b>Summary of comments received</b>	<b>Summary of comments not accepted and reasons</b>	<b>URL (If applicable)</b>
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1	Public Meeting	<p>Minorities</p> <p>Persons with disabilities</p> <p>Residents of Public and Assisted Housing</p>	<p>Social-economic issues were of major concern to participants in the focus group session. Frequently mentioned in the focus group session was the perceptions that lower income persons and seniors were particularly impacted as the supply of affordable housing in good condition becomes more limited and the cost to purchase homes or to rent housing continues to soar beyond the range affordable to many local area residents. Others believed the number of persons lacking sufficient</p>	<p>No comments were received during the pre-planning citizen participation section of the Consolidated Plan or the citizen participation section of the final plan review held 30 days prior to submission to HUD.</p>	<p>No comments were dismissed.</p>	
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			<p>income for housing and housing related cost was on the rise, severely impacting housing choice for the lowest income households. Participants indicated that insufficient income and cost burden is a major concern, especially elderly and lower income households. Quality of housing is suffering. Limited incomes are having an adverse impact on the condition and quality of single family owner occupied housing due to deferred maintenance and residents' inability to afford</p>			
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
			<p>maintenance and utility cost. Participants also recommended the need for more funding for emergency repair and substantial renovation of owner occupied housing, street repair and drainage improvements . Additionally, residents spoke to the need for the rehabilitation and reopening of a neighborhood community center so that there would be a gathering place for children after school.</p>			

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources – 91.220(c) (1, 2)

#### Introduction

Housing and community development resources are expected to be available to the City of West Memphis through the U.S. Department of Housing and Urban Development (HUD) under a federal block grant program, the Community Development Block Grant (CDBG) Program.

The B-2017-MC-05-0009 grant funding will be in the amount of \$290,076. If less than this amount is received, the costs and scope of the projects described herein will be adjusted accordingly. An alternative would be to eliminate all or part of one or more projects from the proposed program. If more than this amount is received, the additional funds will be added proportionately to the line item described herein where such funds will remain until or unless they are required for another project activity.

The housing rehabilitation, demolition, public facilities improvements and fair housing activities have been designed and will be implemented within the proposed CDBG FY2017 program based upon previously approved and planned activities and citizen involvement. It is understood that these activities may be revised in the future by the City Council of West Memphis, Arkansas, as a result of the continuing citizen participation planning process.

**Priority Table**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	290,076	0	0	290,076	870,228	Expected amount for remainder of Con Plan equals the Year 1 Annual Allocation times three.

**Table 5 - Expected Resources – Priority Table**

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

Federal funds will be leveraged through the ability of service organizations to raise funds through outside sources, other sources needed for housing revitalization activities, and the City's General Fund, where appropriate.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

None currently identified. The City will continue to evaluate opportunities to use public lands for future development.

**Discussion**

The City has allocated \$290,076 for the 2017 CDBG Entitlement program year. These funds will be used to operate a range of services as described later in the Annual Action Plan.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Administration	2016	2020	Program Adiministration		Administration	CDBG: \$55,000	Other: 1 Other
2	Housing Rehabilitation	2016	2020	Affordable Housing	Citywide	Housing Rehabilitation	CDBG: \$78,000	Homeowner Housing Rehabilitated: 7 Household Housing Unit
3	Demolition	2016	2020	Non-Housing Community Development	Citywide	Demolition and Clearance	CDBG: \$74,076	Buildings Demolished: 5 Buildings
4	Fair Housing	2016	2020	Fair Housing	Citywide	Fair Housing Outreach and Education	CDBG: \$3,000	
5	Public Facilities Improvements	2016	2017	Non-Housing Community Development	Citywide	Public Facilities Improvements	CDBG: \$80,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 30 Households Assisted

Table 6 – Goals Summary

## Goal Descriptions

1	<b>Goal Name</b>	Administration
	<b>Goal Description</b>	Administration of CDBG program.
2	<b>Goal Name</b>	Housing Rehabilitation
	<b>Goal Description</b>	Continuation of the housing rehabilitation program in which a maximum of \$20,000 is expended on the rehabilitation for elderly/handicapped low and moderate income homeowners
3	<b>Goal Name</b>	Demolition
	<b>Goal Description</b>	Removal of vacant substandard structures and clearance of lot.
4	<b>Goal Name</b>	Fair Housing
	<b>Goal Description</b>	Continuation of fair housing efforts within the City
5	<b>Goal Name</b>	Public Facilities Improvements
	<b>Goal Description</b>	Rehabilitation of the Roberta Jackson Community Center.

Table 7 – Goal Descriptions

**Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):**

## AP-35 Projects – 91.220(d)

### Introduction

The following projects were developed by staff with consultation from non-profit service providers and community members. Based on their feedback, projects were for the 2017 Action Plan.

#	Project Name
1	Public Facilities Improvements
2	Housing Rehabilitation
3	Demolition and Clearance
4	Administration and Planning
5	Fair Housing

Table 8 – Project Information

**Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

# Projects

## AP-38 Projects Summary

### Project Summary Information

Table 9 – Project Summary

<b>1</b>	<b>Project Name</b>	Public Facilities Improvements
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Public Facilities Improvements
	<b>Needs Addressed</b>	Public Facilities Improvements
	<b>Funding</b>	CDBG: \$80,000
	<b>Description</b>	Rehabilitation of the Roberta Jackson Community Center.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated that 30 low/moderate income households will benefit from the activity.
	<b>Location Description</b>	1300 East Polk Street, West Memphis, AR 72301
	<b>Planned Activities</b>	Rehabilitating the community center so that it can be reopened to the public.
<b>2</b>	<b>Project Name</b>	Housing Rehabilitation
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Housing Rehabilitation
	<b>Needs Addressed</b>	Housing Rehabilitation
	<b>Funding</b>	CDBG: \$78,000

	<b>Description</b>	a maximum of \$20,000 in CDBG funds is expended on the rehabilitation for elderly/handicapped low and moderate income homeowners. Code violations are also identified in this project.
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	7 housing units/ households.
	<b>Location Description</b>	
	<b>Planned Activities</b>	rehabilitation for elderly/handicapped low and moderate income homeowners
<b>3</b>	<b>Project Name</b>	Demolition and Clearance
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Demolition
	<b>Needs Addressed</b>	Demolition and Clearance
	<b>Funding</b>	CDBG: \$74,076
	<b>Description</b>	demolition of vacant dilapidated structures and clearance of structures and lots
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	5 structures
	<b>Location Description</b>	
	<b>Planned Activities</b>	demolition of five vacant dilapidated structures
<b>4</b>	<b>Project Name</b>	Administration and Planning
	<b>Target Area</b>	Citywide

	<b>Goals Supported</b>	Administration
	<b>Needs Addressed</b>	Administration
	<b>Funding</b>	CDBG: \$55,000
	<b>Description</b>	administrative expenses related to planning, oversight, management and implementation of program
	<b>Target Date</b>	
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	
5	<b>Project Name</b>	Fair Housing
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Fair Housing
	<b>Needs Addressed</b>	Fair Housing Outreach and Education
	<b>Funding</b>	CDBG: \$3,000
	<b>Description</b>	furtherance of fair housing efforts within the City
	<b>Target Date</b>	6/30/2018
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	
	<b>Location Description</b>	
	<b>Planned Activities</b>	



## **AP-50 Geographic Distribution – 91.220(f)**

### **Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

Much of the funding from the CDBG program is available for use in any of the CDBG neighborhoods or citywide, depending on the specifics of the designated activities. Also, funding is available according to individual benefit and area benefits. It is, therefore, difficult to provide reasonable projections of the distribution of funds by target area. The numbers below are strictly estimates based on experience.

The geographic areas that will be assisted during this grant year include low- to moderate-income Census Tract and citywide on a spot basis for slum and blight removal. Slum and blight removal includes demolition of vacant substandard houses and commercial and industrial structures.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Citywide	80

**Table 10 - Geographic Distribution**

### **Rationale for the priorities for allocating investments geographically**

The proposed allocation of funds is based on federal funding requirements for each formula-allocated grant. Areas of low to moderate-income concentration and certain areas of high minority concentration are targeted. Areas of deteriorating housing conditions were also considered in the targeting process.

### **Discussion**

The distribution of funds by target area is projected to be primarily citywide due to use of funds for administrative, non-profit support, and individual area benefit-oriented programmatic uses of the funds.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The annual goals listed previously specify the following production numbers for housing assistance and for homelessness, non-homeless, and special needs populations.

One Year Goals for the Number of Households to be Supported	
Homeless	0
Non-Homeless	7
Special-Needs	0
Total	7

**Table 11 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	7
Acquisition of Existing Units	0
Total	7

**Table 12 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

These figures relate to production targets specified in the annual goals for 2017. CDBG funding for these activities may target more households.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The West Memphis Housing Authority provides public housing units in West Memphis.

### **Actions planned during the next year to address the needs to public housing**

Involve public housing staff and tenants in public meetings.

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

Encourage public housing residents to seek out financial guidance to increase their option to become homeowners.

### **If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

The West Memphis is not designated as troubled.

### **Discussion**

West Memphis Housing Authority is involved with the planning and progress associated with the CDBG program.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The City of West Memphis is the lead entity in the Eastern Arkansas Coalition, a section of the Arkansas Balance of State Continuum of Care, and partners with Mid-South Health Systems (MSHS) to offer services to the homeless population. The Coalition receives grant funding for tenant based rental assistance and supportive services through the Shelter Plus Care Program. The population served are homeless individuals with severe and persistent mental illness and/or dual diagnosis of mental illness complicated by substance abuse. Over thirteen one to two bedroom apartments with baths and kitchenettes have been utilized to house these clients.

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

#### **Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The Balance of State Continuum of Care/Eastern Arkansas Coalition conducts annual surveys of homeless individuals, including unsheltered persons. These surveys serve to help focus local agencies' activities for the coming year, as well as provide documentation in response to HUD program requirements. The Community Development Agency's goals are to accurately count all homeless individuals and families in the annual survey and to provide shelter and supportive services to as many mentally illness homeless people as funding will allow.

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

The City of West Memphis works closely with emergency shelter and transitional housing providers to assist homeless with available services. One way the CDA helps is by completing Environmental Reviews on properties so that they can be utilized by those in need.

#### **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 supportive services provided include case management, treatment for mental illness and substance abuse, health care, and assistance in accessing services and benefits for which they are eligible.

#### **Helping low-income individuals and families avoid becoming homeless, especially extremely**

**low-income individuals and families and those who are: 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); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

Homeless prevention is a major focus of the participants in the Balance of State Continuum of Care/Eastern Arkansas Coalition. Agencies include homeless prevention as a support program in conjunction with the provision of shelter and other support services.

**Discussion**

The participants in the Balance of State Continuum of Care/Eastern Arkansas Coalition work closely together to meet the needs of homeless individuals and families through the continuum of services coordinated through the partnership.

<b>One year goals for the number of households to be provided housing through the use of HOPWA for:</b>
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

## **AP-75 Barriers to affordable housing – 91.220(j)**

### **Introduction**

There are no identified public policy barriers to affordable housing development in West Memphis.

**Actions it planned 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**

None.

### **Discussion**

The Community Development Department will continue to work with the Planning Department to ensure that there are no undue land use controls and zoning ordinances that would negatively affect affordable housing.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction**

The City currently provides a variety of services to the residents of West Memphis. Some are funded by CDBG allocations leveraged with private, State, and City funds to further the efforts. Below are some of the actions currently performed by the City or under consideration for the future.

### **Actions planned to address obstacles to meeting underserved needs**

The City will continue to look for new funding sources for programs to address underserved needs. Funding is the major obstacle in providing the services needed to focus on the vast variety of issues that prevent families from breaking out of poverty and from living in the best, most affordable housing possible.

### **Actions planned to foster and maintain affordable housing**

The City will provide assistance for affordable housing development.

### **Actions planned to reduce lead-based paint hazards**

- Continue to meet HUD lead-based paint abatement standards in housing rehabilitation programs.
- Seek funding as it becomes available to provide testing and abatement of lead-based paint hazards in single-family housing where young children are present.
- Expand the stock of lead safe housing units.
- Seek funding as it becomes available to provide for testing, abatement, training, and educational awareness.

### **Actions planned to reduce the number of poverty-level families**

The City will continue its efforts in conjunction with the Balance of State Continuum of Care to reduce the number of poverty-level families through the development of services needed to assist those families with educational opportunities, job growth, and life skills training through the various social service agencies operating in the city.

Specifically, the City will reduce poverty by fostering and promoting self-sufficiency and independence by:

- Promoting sustainable economic development through affordable housing and other community

development activities;

- Evaluating projects, in part, on their ability to foster self-sufficiency when awarding funding for projects;
- Maintaining a strong relationship with the Eastern Arkansas Coalition and the Arkansas Balance of State Continuum to enhance and promote stabilization of homeless families and encourage transition to stable, permanent housing situations;
- Creating an on-going mechanism for participation by residents and businesses in the revitalization of the area;
- Enhancing efforts to educate the public and interested people about available supportive services that foster self-sufficiency and independent living arrangements.
- Encouraging job training and placement referral service to low and moderate income residents in the area.

#### **Actions planned to develop institutional structure**

- Work with non-profit organizations to address community needs and provide support to federal and non-federal funding initiatives.
- Work with private industry to address important issues that hamper housing and community development efforts.
- Identify opportunities to create private/public partnerships for project finance and development to leverage federal funds.

#### **Actions planned to enhance coordination between public and private housing and social service agencies**

The City will continue to coordinate planning activities with private housing and social service agencies, including participation in the Balance of State Continuum of Care and Eastern Arkansas Coalition meetings. The City will also continue to contribute to the development of the Continuum of Care and the enumeration of point-in-time surveys. City staff will continue its participation in other coalitions and study groups as the opportunity arises.

#### **Discussion**

These actions are primarily the continuation of what the City is currently doing in the various areas. No major obstacles in the institutional structure have been identified that need to be addressed. The City is also satisfied with its efforts to coordinate with private housing and social service agencies.

# Program Specific Requirements

## AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

### Introduction

The following addresses the program specific requirements for the Annual Action Plan. It includes required information for CDBG.

### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

- |  |          |
|--|----------|
| 1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed  | 0        |
| 2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan. | 0        |
| 3. The amount of surplus funds from urban renewal settlements  | 0        |
| 4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan   | 0        |
| 5. The amount of income from float-funded activities   | 0        |
| <b>Total Program Income:</b>   | <b>0</b> |

### Other CDBG Requirements

- |   |        |
|---|--------|
| 1. The amount of urgent need activities   | 0      |
| 2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan. | 80.00% |

### Discussion