

Community Development Block Grants  
CDBG

# Annual Action Plan

## Program Year 2014



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CDBG - Fifth Year (FY2015) PY 2014 Annual Action Plan  
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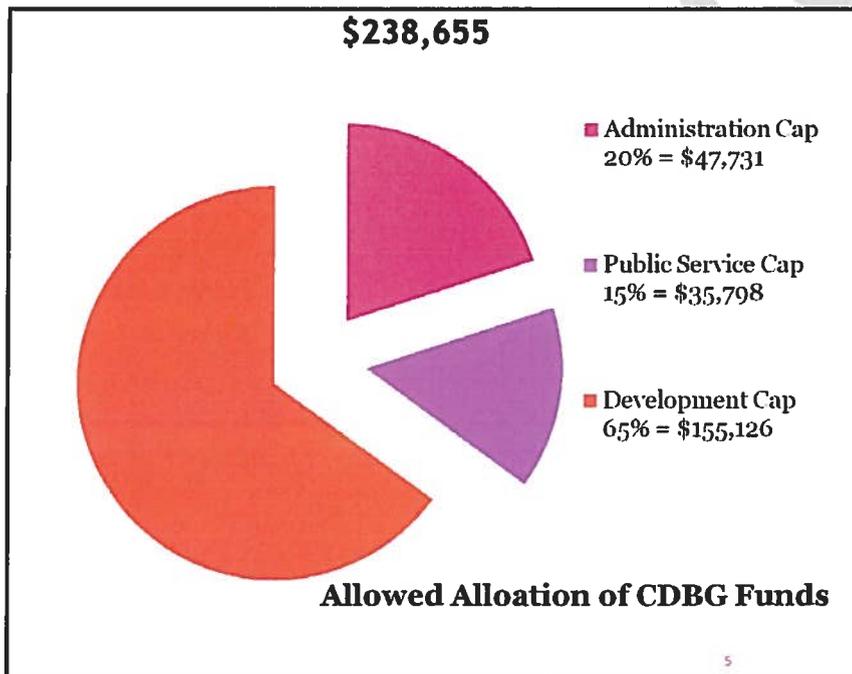
# CDBG ACTION PLAN PROGRAM YEAR 2014 – FISCAL BUDGET YEAR 2015

## EXECUTIVE SUMMARY 91.220(B)

The CDBG Program Year 2014 Action Plan is the fifth - year plan to address the community public service and housing needs of low to moderate income residence living in the City of Prescott. Both the Consolidated Plan 2010-2014 and Annual Action Plans are implemented by the City's Community Development Department.

The City of Prescott is proposing projects in this our fifth program year 2014 Annual Action Plan (PY2014- FY 2015) that implement the goals enumerated in the City of Prescott Consolidated Plan 2010-2014.

As an entitlement community, the city will receive federal funds in the amount of \$238,655 from Housing and Urban Development (HUD), Community Development Block Grant (CDBG) program. **Figure 1 CDBG Allowed Allocation Chart Program Year 2014.**



Funding guidelines are based on HUD –CDBG program annual funding allocation.

Funding is obligated utilizing the following formula:

- A. Program Administration – 20% of annual allocation
- B. Public Service Projects – 15% Cap of annual allocation
- C. Public Facility Development - 65% Cap of annual allocation

**Figure 1 CDBG Allowed Allocation Chart PY2014**

Community Development staff, community leaders, public service providers and homeless advocates encourage citizen participation throughout the Consolidated Plan and Action Plan process. This includes consulting local service organizations, holding public meetings, and encouraging public comment during the public review period. Using research and input from the public, City staff formulated the objectives and outcomes that are briefly described below.

## **OBJECTIVES**

The City's key objectives for the PY2014 funding period will address Public Services and Public Facility/Infrastructure Development.

The public service projects address the community activities that will directly serve at least 51% Low to Moderate Clientele: Projects include the following services provided by eligible 501c3 organizations.

### **Public Services**

#### **15% funding allocation \$35,798**

- Nutritional meals and wellness visits for Prescott homebound elderly, disabled and special needs population.
- Transportation services for income eligible persons participating in vocational training.
- Provide a safe and engaged learning environment for middle and high school students using proven community justice methods.
- Strengthen resources for families, caregivers and patients afflicted with Alzheimer's.
- Support efforts to help area homeless families and at risk Prescott residents secure temporary and permanent housing and support services.

### **Public Facility/Infrastructure Development**

#### **65% funding allocation \$155,126**

- Construct road and offsite improvements to expand housing opportunities for low and moderate-income households.
- Support the development and increase the supply of decent, safe and supportive services for homeless and at-risk families.
- Improve outdoor living and accessibility for persons with disabilities

### **CDBG Program Administration**

#### **20% funding allocation \$47,731**

- Managing and administrating the Action Plan according to federal guidelines
- Staffing and support services
- Purchase operational supplies and services associated with delivering the CDBG program.

## OUTCOMES

The City's outcomes for this planning period are directed at improving permanent rental housing affordability, quality, and landlord tenant fair housing support; increased social service availability; and facility accessibility to persons with disabilities and homeless families. The City anticipates the following outcomes from its PY 2014-FY 2015 Action Plan activities:

- Nutritious hot meals and wellness visits will benefit hundreds of our homebound elderly and disabled and special need residents.
- Roundtrip transportation will be provided to 25 residents participating in vocational training.
- Conflict management and training programs will be established in two Prescott Middle and High Schools to keep at risk students from expulsion.
- Alzheimer's patients, caregivers and interested persons will be provided with supportive educational services in the City of Prescott.
- Homeless families (2) or individuals (4) will be provided with transitional living guidance and matching rental subsidy to secure permanent housing.
- Assist four homeowners who are at risk of code violations or who need emergency repairs or health and safety repairs will be assisted to keep persons in their homes.
- Construct offsite street improvements in the Dexter Neighborhood.
- Complete rehabilitation of one Family Shelter – Public Facility
- Exterior improvements at one Adult Day Care - Public Facility

## INTRODUCTION

The U.S. Department of Housing and Urban Development (HUD) requires all government entities receiving federal Community Development Block Grant (CDBG) funds to prepare an annual Action Plan. The 2014 Action Plan outlines funding priorities and discusses how activities will meet the community needs identified in the Consolidated Plan 2010-2014. The activities described in this Action Plan are proposed to be undertaken during the period between July 1, 2014 and June 30, 2015. The Annual Action Plan for Program Year (PY) 2014-2015 is the City of Prescott's fifth Action Plan under the 2010-2014 Consolidated Plan.

The City's General Plan acts as the primary guide for housing and community development practices. The General Plan was ratified by voters in May 2004, amended in October 2009; and, an 11-member 2011 General Plan Committee, appointed by the mayor and council, is working to update the plan in calendar year 2014. Currently, the approved General Plan in effect includes the following elements: Land Use, Growth and Cost of Development, Circulation, Open Space, Environmental Planning, Water Resources, Economic Development and Community Quality. Goals and strategies that address the varied needs of Prescott's low- and moderate-income households are found throughout the General Plan. Many of these goals and strategies are incorporated into the CDBG Consolidated and Annual Action Plans.

Prescott has "Entitlement Status" by the U. S. Department of Housing and Urban Development (HUD) which occurred in August, 2003. The City of Prescott initiated activity associated with the development of its first Consolidated Plan and Action Plan in autumn, 2004. Both plans were adopted by City Council in May, 2005 and approved by HUD in July, 2005.

### The 2010-2014 Consolidated Plan identifies 22 priority goals and strategies:

- Homeless and special needs populations (3)
- Affordable housing (11)
- Minority and low-income neighborhoods (3)
- Barriers to affordable housing (2)
- Fair housing (1)
- Lead-based paint mitigation (1)
- Public infrastructure (1)

All of the goals are considered to have "equal weight" in relation to the needs of the community. An annual review of the goals occurs as part of the planning process for the Action Plan. The process includes the evaluation of proposed projects in relation to the goals and the readiness of a project for funding.

The public service application process for non-profit provider requests was presented at the second annual CDBG workshop held on January 15, 2014. Attendance was positive with 36 persons representing non-profit agencies attended the workshop. The workshop encouraged applicants to address new direct service activities, consider collaborative projects and was also

an opportunity to introduce the community to the program administration process. Five funding requests were received for PY 2014-2015.

**The major objectives of activities undertaken during the Program Year 2014, Fiscal Year 2015 will be:**

- Public infrastructure improvements that expand housing opportunities for extremely low-income, very low-income, low-income, and moderate-income households through an increase in the supply of decent, safe, and affordable housing and rental assistance and services to sustain housing for special needs populations;
- Support efforts to help homeless or near-homeless Prescott residents secure adequate temporary and permanent housing and receive necessary supportive services;
- Improve accessibility to community services directed to youth, elderly and special needs populations.

**BACKGROUND**

Prescott comprises about 8.3 square miles of land and has more than 38,000 residents. The community's residents are older; more educated, and generally have higher income than the residents of Yavapai County. Nonetheless, Prescott does have significant low-income households. The community needs found within Prescott revolve heavily around the lack of affordable housing, homelessness resources, and social service needs.

Over the last five years, Prescott has focused efforts on providing acquisition, and rehabilitation for family, senior, and special needs households, providing rental assistance, and offering rehabilitation assistance for owners. The City has also provided more than \$2 million in federal, state, and local funds to serve wide range of the service needs of lower-income households. The City has prioritized assistance to the homeless, youth, seniors, and people with disabilities.

The City of Prescott Community Development Department serves as the lead agency for the administration of CDBG funds. The department through an extensive public process coordinates on the development of the five year Consolidated Plan 2010-2014, which serves as a five-year strategy to address the needs of low-income residents in Prescott. The plan identifies community needs and provides a strategy to address those needs using CDBG, as well as other federal, state, and local resources. In addition to the Consolidated Plan, the City prepares an annual Action Plan. The Action Plan describes how funds will be spent each year to address the needs identified in the Consolidated Plan. The Action Plan is submitted to HUD 45 days prior to the start of the City's fiscal year.

## RESOURCES

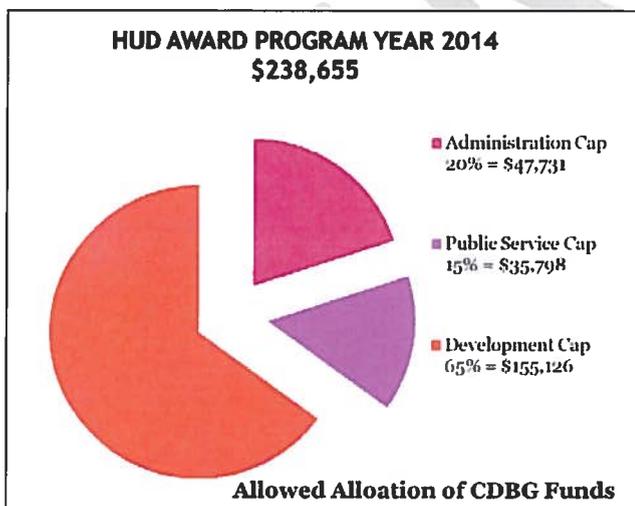
The development of the 2010-2014 Consolidated Plan and this 2014-2015 Action Plan provide a foundation for the use of federal, state and local resources to address community development priorities. For this, the fifth CDBG year of the consolidated program plan, the HUD Community Development Block Grant PY2014 allocation is projected at \$238,655 (subject to change upon release of funding).

The Citizens Advisory Committee (CAC) also recommends that we re-program \$100,963 in public development projects utilizing carryover funds from past CDBG unspent or uncommitted entitlement funds.

Projects listed on the following table, Agencies requesting CDBG funds are advised that these are anticipated funding amounts; consequently, funds may be eliminated, reduced or increased when the actual HUD funding allocations for PY2014-2015 occur.

Program administration requires potential recipients whom projects are proposed for funding that no funds or contracts for service is allowed to be spent before an actual CDBG PY 2014 subrecipient agreement is signed or a "notice to proceed" is issued by the City of Prescott, Office of Grants Administration.

A city and HUD CDBG program goal is to increase the ability to leverage federal, state and local funds to support community development and housing improvements. The following amounts are based on the *anticipated* funding and are subject to change:



The *anticipated* funding allocation for CDBG Program Year 2014 is \$238,655. Of this amount, a maximum of 15% (\$35,798) may be used for public service projects; 20% for administrative costs (\$47,731) which include legal notification, advertisements, fair housing workshop and administrator training, and personnel cost. The balance (\$155,126) plus a \$100,963 CDBG entitled carry-over funds that will be programmed and are available for public facility development.

In order to address community needs and the goals identified in the Consolidated Plan the City will augment CDBG funds using a variety of additional funding sources. These funding sources may include the City's General Fund, Public works, capitol improvement one cent sales tax funds, and other local public and not for profit resources. A full listing of potential funding sources is available in **Appendix A – PUBLIC AND PRIVATE RESOURCES FOR COMMUNITY DEVELOPMENT BLOCK GRANT ACTIVITIES** and **Appendix B – CITY FUND STRUCTURE**.

## GOALS

City of Prescott receives CDBG funding and also uses a variety of other local state and federal resources in support of housing and community development activities. The overall goal of these programs is to serve low-income persons by developing viable urban communities' through the following actions:

- Provide decent housing
- Provide suitable living environment
- Expand economic opportunities

The City has identified a range of goals in its 2010-2014 CDBG Consolidated Plan, and these include improving the lives of low-income persons and special needs groups through capital improvements, social services, and housing activities. In our Program Year 2014 – Fiscal Year 2015, the City will continue to support emergency, health and safety minor housing and accessibility rehabilitation, rental subsidy, accessibility improvements for people with disabilities, youth, elderly and homeless service provision. Detailed descriptions of the activities the City will fund or undertake during Program Year 2014 are detailed in a later section of this Action Plan.

## PUBLIC PARTICIPATION

The City of Prescott encourages citizen involvement in the planning, implementation and evaluation of its housing and community development program funding plan. The Action Plan includes activities intended to assist residents of the City, particularly those with low incomes and those with supportive housing needs. The following section details the opportunities for public involvement in the preparation of this Action Plan.

The City of Prescott's Annual Action Plan for Program Year 2014 has been developed in conjunction with input from low- to moderate-income residents of the Dexter Neighborhood (LMI), citizens, social service agencies, non-profit providers, the Citizens Advisory Committee and other interested persons.

### Public Hearings

On March 5, 2014, the Citizen Advisory Committee (CAC) held the first public meeting to discuss budget priorities for the 2015 fiscal year, requests and presentations from non-profit providers and provisions for public commentary were provided to allow the public to share their perspective on needs and priorities.

Additionally on May 6, 2014 the Prescott City Council held the second public hearing. Community Development CDBG program administrator presented the 2014 Action Plan to the community. Members of the public were again provided with an opportunity to comment. Finally on May 13, 2014 at the final Public Hearing City Council adopted the PY2014 Action Plan and approve by resolution the CDBG Action Plan for Program Year 2014 – Fiscal Year 2015.

## Public Comment Period

A draft of the Program Year 2014 Action Plan is made available for public review and comment for a 30 day period. The public comment period began on March 24, 2014 and end on April 23, 2014. The draft document was made available at: City Hall, Office of Grants Administration and in the City Hall lobby area, 201 S. Cortez Street, Prescott; Prescott Downtown Library, 215 E. Goodwin Street, Prescott; and is posted on the City's Leadership heading of the official city website, <http://www.cityofprescott.net/leadership/grants.php>. Public notices and public comment is incorporated in **Appendix C – PUBLIC PARTICIPATION**.

## Commissions and Advisory Boards

The Citizens Advisory Committee (CAC), appointed by the Mayor and City Council is made up of a committee of seven persons. The CAC works with City staff, advisors and the community on issues and subjects associated with housing and community needs and advise the City Council on the best way to address those needs. The Commission and advisory board meeting are open to the public. Prescott City Council continually supports the CAC recommendations and collective community service providers' efforts in delivering programs and projects funded by Community Development Block Grants.

## CDBG ACTION PLAN - PROGRAM YEAR 2014, FISCAL YEAR 2015

The City of Prescott CDBG program has allocated in the fiscal Year 2015 budget an amount of \$238,655 and \$100,963 in reprogrammed CDBG entitlement funding for Program Year 2014-2015 by HUD. At the time of this publication, the PY2014 funding allocation has been released by HUD; therefore, non-profit requests have been prioritized. Funded projects are not to assume that the request will receive funding until the Official Notice to Proceed is delivered to eligible organization and only after all required subrecipient agreements and environmental reviews are recorded in project records for the program year.

The City of Prescott CDBG public service funds are earmarked to support funding needs of community organizations whose mission is to provide new or increased services for homeless and special needs population who are proven to be low to moderate income persons or households. Projects and activities within the City of Prescott are identified in the body of this action plan. Public Facility funds are specific to the development projects usually requiring physical development or improvements to infrastructure or public facilities that serve program target residence.

Efforts will continue in reducing homelessness, caring for Prescott's special needs populations, and providing CDBG funding to those organizations that are providing services to the low- to moderate-income population and/or clientele.

## RELATIONSHIP OF ACTIVITIES TO CONSOLIDATED PLAN 2010-2014 PRIORITIES

The City of Prescott's 2010 – 2014 Consolidated Plan identifies housing and community development activities to be pursued in order to provide decent, affordable and safe housing along with needed community services and facilities for its residents. While the Consolidated Plan identifies a number of priority needs and strategies, the City will not pursue all areas of need in each program year because of limited resources.

The City, during 2014-2015, will focus its resources and efforts on increasing services for the special needs populations; continuation of providing nutritious meals, daily, weekend and in an emergency to the elderly homebound and disabled; Youth at risk – restorative justice systems in the Prescott Unified School Districts, Middle and High School; round trip transportation to DES clients enrolled in training programs; and supportive services to Alzheimer Patient and Family caregivers; Supportive transitional housing support for families transitioning out of the area shelter. All the projects being undertaken meet one of the three national objectives and will benefit low- to moderate-income persons and clientele. Accessibility, safety and infrastructure projects in the Dexter Neighborhood (LMI) have been designated as a priority.

The following priorities identified in the City of Prescott's Consolidated Plan follow. [A complete list of the City's Consolidated Plan Goals, Strategies and Priorities is available for viewing at the Office of the Grants Administrator, City Hall, 201 S. Cortez Street and on the City's website: [www.cityofprescott.net](http://www.cityofprescott.net).]

### **Homeless and Special Needs Population**

**Goal:** Increase supportive services to homeless and special populations.

**Project:** Delivery of nutritious meals including weekend and emergency meals to Prescott Meals-on Wheels. (PMOW also receives funding from NACOG for weekday meals; however, NACOG does not fund weekend meals and funding has been reduced).

**Project:** Cornucopia - Establish a restitution program at the local middle and high schools. In partnership with Prescott Unified School District through Cornucopia Community Advocates and delivered by Prescott Area Restorative Initiatives (PARI)

**Project:** New Horizons Disability Empowerment Center – provide round-trip transportation services from Prescott to Prescott Valley to DES clients enrolled in vocational training activities.

**Project:** Alzheimer's Association, Desert SW Chapter, Northern Arizona Region. Develop Prescott Alzheimer's Care and Support Program.

**Project:** Prescott Area Shelter Services – provide financial support grants to families transitioning out of the shelter to permanent housing.

**Priority Strategy:** Support organizations that provide supportive services to homeless and special populations.

**Objective:** Decent Living Environment

**Outcome:** Availability/Accessibility

The organizations represented include those serving special populations: Seniors, the seriously mentally ill, veterans, individuals recovering from drug and alcohol dependency and the chronically homeless as well as those serving the basic needs of homeless, at-risk and low-income families.

These individuals and organizations confirm the significant, unmet need for emergency, transitional and permanent services for seniors, at-risk and low-income households.

The greatest identified, unmet need is for housing and services for homeless families. It is agreed that this population represents the silent and unseen homeless, primarily because families fear the loss of their children to temporary, or even permanent, state custody.

#### ***Coordination with the Public, Agencies and Service Providers***

Many of the organizations that serve the special needs population and those with low- to moderate-incomes participate in the Affordable Housing and Homeless Advocates (AHHA). The advocate group provides an avenue for the member organizations to work cooperatively towards meeting unmet needs. A perceived lack of a concentrated effort by the City to address affordable housing and homelessness issues continues to be a major concern, as has the lack of coordination among local government jurisdictions.

The list of projects and activities provided in the Introduction and Executive Summary of this action plan is intended to assist with future coordination between the City and other organizations wanting to develop housing projects. The City participates in a regional coalition to find solutions to the impediments to workforce and affordable housing issues. Municipalities participating in the regional coalition include the City of Prescott, the Town of Prescott Valley and Chino Valley.

Given the limited financial resources and the combined capacity of the City and other organizations to deliver needed housing services, the system functions satisfactorily. With the availability of CDBG funds annually, and with a CDBG-dedicated staff person, the delivery system may be further refined as follows:

**Goal:** Increase coordination within city government, with other organizations and with organizations that serve low- and moderate-income and special needs populations.

**Project:** Update and maintain a current list of non-profit 501(c)(3) providers; and, offer a workshop for understanding the goals, eligible and ineligible activities, timeliness, monitoring and reporting requirements of the CDBG program.

**Strategy:** Participate in the Affordable Housing and Homeless Advocate Meetings.

**Strategy:** Continue participation in the Central Yavapai Metropolitan Planning Organization.

**Strategy:** Participate in the Dexter Neighborhood area meetings when possible.

### **Barriers to Affordable Housing**

The Prescott City Council has identified workforce housing as a planning priority with an expectation that a housing plan will be developed. A General Plan Committee, appointed by the mayor and Council and tasked with updating the General Plan, has been meeting since May, 2011. Both the Consolidated Plan and the General Plan support this effort. Both plans suggest that government policies, regulations and procedures may impede development and/or increase the cost of development. Both plans provide information on: the local real estate market, the increasing land values and increasing construction costs; subsequently, the following priority strategies involve the local decision-making process.

**Goal:** Provide for a balanced community with a diversity of neighborhoods and residential housing types and prices.

**Priority Strategy:** Rezone property and allocate water to housing development that provides a diversity of residential housing types and prices, including units affordable to low- and moderate-income households in accordance with the affordable housing strategy.

City Council previously allocated 20% of the remaining water supply for affordable and/or workforce housing. The allocation is still in effect in 2014.

**Objective:** Decent Housing

**Outcome:** Availability/Accessibility

**Priority Strategy:** Evaluate the effectiveness of waiving or paying permit fees and paying impact fees for housing that is affordable for low- to moderate-income households.

**Objective:** Decent Housing

**Outcome:** Availability/Accessibility

### **Public Housing**

The City of Prescott does not participate in, or operate, a public housing program. No program of this type exists within the community. The city administrative grant staff has attended and

agrees to technically support the work of an ad-hoc group researching the potential to develop a Yavapai County Housing Authority.

### ***Anti-Poverty Strategy***

Consistent with the Consolidated Plan, reducing the number of households living below the poverty level include the following goal and related strategies:

**Goal:** Reduce the number of impoverished households in Prescott.

**Strategy:** Identify the populations with the greatest poverty level and incorporate housing and services for these populations into program development.

**Strategy:** Support Low Income Housing Tax Credit and other similar projects that incorporate housing and/or services for poverty-level households.

**Strategy:** Expand job availability for low-income persons through the enforcement of the Section 3 initiative which mandates that contractors on federally-funded construction projects attempt to recruit low-income subcontractors and employees.

### ***Lead-Based Paint Hazard Reduction***

The Residential Lead-Based Paint Hazard Reduction Act of 1992 emphasizes prevention of childhood lead poisoning through housing-based approaches. The City has established the following goals and strategies to address lead-based paint hazards. Houses or facilities built before 1978 that are being rehabilitated with CDBG assistance will be tested for lead in painted surfaces; consequently, if lead is present, it will be abated through removal or encapsulation as part of the rehabilitation contract.

**Goal:** Strengthen efforts to educate the public and private sector about lead-based paint poisoning hazards.

**Project:** Conduct a fair housing workshop / seminar for residents of Prescott, landlord/tenants, non-profit agencies, real estate agents, homeowner association representatives, LIHTC personnel, etc.

**Strategy:** Incorporate lead-based paint information and notification procedures into appropriate city-operated and sponsored housing and public service programs.

**Strategy:** Ensure sufficient equipment and environmental service resources are available to provide the testing necessary to conduct public facility and housing rehabilitation programs or projects.

## ***Fair Housing***

The City of Prescott was notified of CDBG "Entitlement" eligibility in August 2003; consequently, there was a requirement to update the Analysis of Impediments to Fair Housing (AI), a supporting document to the Consolidated Plan. The 2005 Analysis of Impediments to Fair Housing was outsourced to the Southwest Fair Housing Council (SWFHC) and was approved by Council on July 26, 2005. Due to constraints in the current economy, the updated Analysis of Impediments (AI) to Fair Housing (AI) was accomplished under the aegis of the Community Development Department planning staff. The revision to the AI was approved by City Council on August 31, 2010.

The City has and continues to make use of media tools (public service announcements, advertisements and mailings) to apprise the public on fair housing topics including predatory lending practices and landlord-tenant rights. A joint City of Prescott and NACOG fair housing workshop was held at City of Prescott Public Library on April 24<sup>th</sup>, 2014 by the Southwest Fair Housing Council. Area realtors, homeowners associations, management companies, and the general public were invited. 15 persons representing multiple organizations were in attendance.

The fair housing seminar notification was promoted utilizing multi outreach methods including: e-mail, radio announcement, website posting, a public service announcement and local newspaper article and Fair Housing posters are always on display throughout high-traffic areas of the city. Additionally, Fair Housing Month was acknowledged by City Council with a proclamation on April 1<sup>st</sup>, 2014.

**Goal:** Ensure equal housing access for all persons regardless of race, color, religion, sex, handicap, familial status or national origin.

***Project:***

Conduct a fair housing workshop for residents of Prescott, Landlord/tenants, non-profit agencies, real estate agents, homeowner association representatives, LIHTC personnel, etc.

***Strategy:***

Develop a partnership with the local real estate sales industry to promote fair housing and justice in determining housing values and insurance ratings, especially in older neighborhoods and those undergoing transition.

## FUNDING SUMMARY

Table 1 PY2014 CDBG Funding Plan provides a description of the activities the City will fund or projects we agree to undertake during the CDBG fifth year, 2014 Action Plan. As required the activities will assist Prescott residents who are at risk and are very low- to moderate-income. This vulnerable population will have improved access to direct support services. Services will be targeted to our school age at risk youth, eligible homebound seniors; residents impacted by Alzheimer's, persons needing transportation services and improved public facilities that benefit our community senior, homeless and neighborhoods. Benefits are available to eligible persons and families who live in Prescott. The funding and subrecipient contract terms of this plan are from July 1, 2014 through June 30, 2015.

PROJECT NAME	2010-2014 CON PLAN	PROGRAM TYPE	ACTION PLAN GOAL	PY2014 - FY2015 FUNDING AMOUNT
Prescott Meals on Wheels	3. Support organizations that provide supportive services to homeless and special populations	Nutritional meals to homebound elderly and special needs populations. LMC <i>Public Services - Seniors</i>	Increase supportive services to special populations	\$ 23,600
New Horizons Disability Empowerment Center	4. Improve transportation services	Transportation Services for Prescott eligible clients to receive round-trip transportation services to the Prescott Valley DES office LMC – and special populations <i>Public Services – Limited Clientele</i>	25 persons	\$ 2,500
Cornucopia Community Advocates - PARI	3. Support organizations that provide supportive services to special populations	Restorative Justice Training and Program Development in the Prescott Middle and High Schools. <i>Public Services – Youth</i>	24 persons	\$ 5,000
Alzheimer's Association Desert SW Chapter, Northern Arizona Region	3. Support organizations that provide supportive services to special populations	Prescott Alzheimer's Care and Support Program 51% of service recipients shall meet Low to moderate income <i>Public Service - LMI</i>	100 persons	\$ 2,500
Prescott Area Shelter Services	3. Support organizations that provide supportive services to homeless populations	Homeless Transition Project 100% of recipients shall meet Low to moderate income <i>Public Service - Limited Clientele</i>	4-16 persons	\$ 2,198
City of Prescott - South Dexter Road Construction	14. Revitalize qualifying neighborhoods	Road Construction and offsite improvements - Short and Meany Street - LMA <i>Public Facility - Dexter Neighborhood</i>	1 public street improvement	\$ 140,000
Contingency Funds		<i>Public Facility or Housing Activity</i>		\$ 15,128
Fair Housing	24. Ensure equal housing access for all persons regardless of race, color, religion sex, handicap familial	Fair housing education and promotion event <i>Administration</i>	30 persons	\$ 1,200
CDBG Program Administration	Administer the CDBG program in compliance with federal regulations and local policies.	All administrative costs to implement and complete FY12 grant, including: advertising, noticing, bid preparation costs, wages, postage, etc. <i>Administration</i>	N/A	\$ 46,531
<b>PY 2014 CDBG Funding Allocation Award</b>				<b>\$ 238,655</b>

Table 1 - PY2014 CDBG Funding Plan

## PRIMARY ACTIVITIES AND PROGRAMS

The following projects and activities were suggested for funding during the community participation process that occurred as part of the Program Year 2014 Action Plan Process. The CAC and program administrator will in support of community development and the public interest provide funding and technical program administration to all request received though not necessarily guarantee request amount availability in full. Service providers are bound by the subrecipient agreement and reporting requirements of the program

### Public Service

The following requests were submitted by 501(c)3 non-profit agencies for funding consideration during the 2014 Program Year cycle

- Prescott Meals on Wheels – Homebound elderly program serving nutritious daily, weekend and emergency meals to the homebound and/or disabled. Requested \$29,748 in public service support. Public Service, Low Moderate Clientele (LMC).  
**Funding Plan \$23,600**
- Horizons Disability Empowerment Center – Round trip transportation services to Department of Economic Security Clients participating in vocational training. Requested \$2,800 in public service that is directly assisting Low Moderate Clientele (LMC)  
**Funding Plan \$2,500**
- Cornucopia Community Advocates – Prescott Area Restorative Justice requested funding to expand restorative justice training and practices in three public schools. Requested \$5,100 in public service funding support. Public Service, youth support, and drop out prevention - LMC  
**Funding Plan \$5,000**
- Alzheimer's Association, Desert SW Chapter, Northern Arizona Region proposed to develop a Prescott Alzheimer's care and support program for patients and with an emphasis on the caregivers education and support. Funding requested is \$5,000 in public service. Low Moderate Clientele (LMC)  
**Funding Plan \$2,500**
- Prescott Area Shelter Services – Homeless Transition Project proposed to offer households or individuals transitional housing support services and proposed matching funds to pay for moving expenses including utility and rental deposits. Requested \$10,000 in public service support that is directly assisting Low Moderate Clientele (LMC)  
**Funding Plan \$2,198**

## Public Facilities

- City of Prescott – Public Works requested funds to construct offsite road improvements on Short and Meany Street in the South Dexter Neighborhood. Requested \$140,000 in public facility funds. Low Moderate Income Area known as the Dexter Neighborhood.  
**Funding Plan \$140,000**
- Contingency Funds for all public facility projects proposed and currently under development in program year 2013 and program year 2014.  
**Funding Plan \$15,126**

## Program Administration

The eligible funding amount is unknown until funds are allocated and capped at 20% of yearly funding [includes Fair Housing activities.

- Program Administrative costs including staffing, legal and professional services as required to administer the projects and entitlement funds of the CDBG PY 2014.  
**Funding Plan \$46,531**
- Fair Housing education program. Requested \$1,200 of administrative service.  
**Funding Plan \$1,200**

## REPROGRAMMED CDBG FUNDS

CDBG allows development funds to be used for public facility rehabilitation, renovation and/or housing activities that benefit low- to moderate- income persons. Reprogrammed funds are not authorized and may not be utilized for public service projects according to CDBG program funding guidelines.

CAC at their April 30, 2014 public meeting recommend by consensus that the CDBG entitlement carryover CDBG funds in the amount of \$100,963 be reprogrammed to assist in full completion of two public facility improvements that require additional resources. Community Development Department and service agencies agree that an emergency home repair program be established for at risk of homelessness and eligible homeowners who cannot afford the emergency or safety repair. **Table 2 Re-program CDBG Funding Plan**

Two community facility development projects were funded with PY2013 CDBG funds and project include Prescott Area Family Shelter, who received CDBG PY 2013 funding in the amount of \$76,000. Additional funds are necessary to complete the project based on received project construction bids. **Re-programmed Funding Plan \$46,963.**

Susan J. Rheem, Adult Day Care Center also received CDBG PY2013 funds in the amount of \$40,000. Additional funds are necessary to complete the project based on received project construction bids. **Re-programmed Funding Plan \$30,000.**

An Emergency home repair grant fund in the amount of \$24,000 will address local Low Moderate Income person health and safety repairs. Staff is proposing to coordinate partnerships with local organizations that serve in this capacity. Funding for emergency repairs would be allocated on a case by case basis.

**Funding Plan \$24,000**

REPROGRAMMED CDBG FUNDS				
Prescott Area Shelter Services OY13 006	1. Increase the supply of transition housing for families	Complete public facility rehabilitation for familyshelter transitional housing facility  <i>LMC- HomelessFamily Shelter</i>	one family shelter - public facility	\$ 46,963
Adult Care Services PY13 006	17. Provide assistance to populations with the most critical need	Complete PY13 funded Public Facility Outdoor Improvements  <i>LM / Sustainability</i>	One public facility - special needs population	\$ 30,000
Emergency Repairs for Low to Moderate Prescott Residence	13. Rehabilitate the existing housing stock	<i>Emergency Health and Safety Repairs to keep residence in their home – prevent homelessness.</i>	4-6 homeowners	\$ 24,000
<b>Reprogrammed CDBG Funds \$</b>				<b>100,963</b>

**Table 2 - Reprogram CDBG Funding Plan**

**GEOGRAPHIC DISTRIBUTION**

Depending on the type of need being addressed, resources may or may not be geographically targeted. All of the CDBG public service programs will be available to eligible low/ moderate income residents citywide. The public facility development projects will be available in specific areas:

**Public Facilities**

- Off site street improvements will be constructed according to developed standards on Short Street and Meany Street, located in a CDBG eligible Low / Moderate Income area, known locally as the Dexter Neighborhood.
- Safety, accessibility and building code required improvements to offer transitional housing will support Prescott Area Family Shelter mission. Location: 337 N. Rush Street
- Accessibility, patient safety and barrier removal activities will improve the exterior patient environment for the Susan J. Rheem, Adult Day Center. Location: 826 Sunset Avenues.

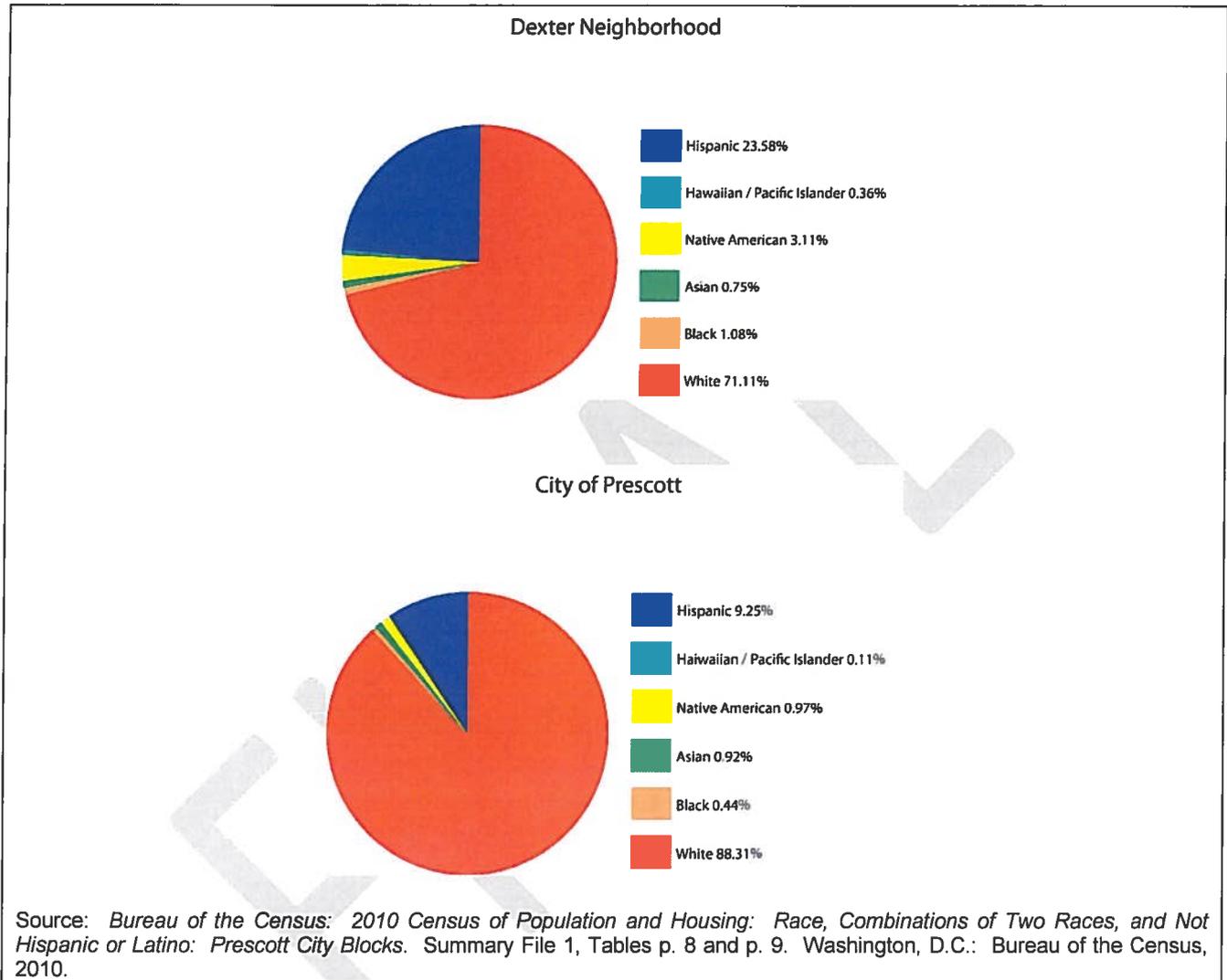
The City, with limited resources and identified housing and community development needs, has elected to maximize the effectiveness of current CDBG funds by channeling the funds to support low- to moderate-income neighborhood improvements. **Figure 2** Dexter Neighborhood Map is the area in our region by census that is designate as a low and moderate income area. Figure 3 shows the Minority and Racial representation of the area.

CDBG project activities are located within two- to five-miles of the city center and within five miles of major employment centers. Based on the 2010 American Community Survey (ACS)





**Figure 3** minority concentration comparison charts is based on 2000 U.S. Census Data, the most recent year for which racial/ ethnic data is available at the block group level.



**FIGURE 3 MINORITY CONCENTRATION COMPARISON CHART**

**Houshold Median Income for Block Groups  
within Census Tract 9, Yavapai County, AZ**

This chart illustrates the number of households that fall below or meet the 80% income threshold for the block groups containing the Dexter neighborhood. Block groups 2 & 3, specifically comprise 98% of the Dexter neighborhood and are indicated with a grey box around their census data. Based on calculations for the U.S. Department of Housing and Urban Development the 80% income threshold for a 4 person household is \$46,150. Data that falls below this standard is demonstrated in red while the income breakdown that contains the 80% threshold is demonstrated in blue. It is important to note due to the aggregated nature of economic census data there is no way to definitively ascertain how many households in the \$45,000 to \$49,999 are either below or meet the 80% income threshold.

Block Groups	Less than 10000	10000 to 14999	15000 to 19999	20000 to 24999	25000 to 29999	30000 to 34999	35000 to 39999	40000 to 44999	45000 to 49999
1	56	48	15	67	56	110	12	49	13
2	66	40	74	82	27	27	14	105	63
3	0	12	69	74	29	0	39	13	0
4	118	94	53	111	27	12	33	30	29

 = 100 households



2101 total households



1562 households below 80% threshold



105 households within the 80% threshold

**Sources:**

2006-2010 American Community Survey Arizona. Population and Housing Characteristics. Washington, DC: Bureau of the Census, December 2011  
 "FY 2012 Income Limits Summary, Yavapai County, Arizona." FY 2012 Income Limits Documentation System. U.S. Department of Housing and Urban Development. 13-12-2011. Web. 11 Jun 2012. <<http://www.huduser.org/portal/datasets/il/fi/2012/2012summary.odn>>

**FIGURE 4 HOUSEHOLD AND INCOME - CENSUS TRACT 9**

## INCOME LIMITS – PROGRAM PARTICIPATION

Program Year 2014 – CDBG income limits offer the public and citizens a guide to determine their eligibility to receive assistance through CDBG supported public service programs. CDBG PY 2014 funded service providers generally will require specific intake procedures and proof of income documentation in an effort to document need and program year delivered services. **Table 2 State of Arizona CDBG Program Income Limits – Yavapai County.**

2014 ARIZONA CDBG INCOME LIMITS		State of Arizona - CDBG Programs CDBG Program Income Limits							
ARIZONA COUNTIES <small>Revised 4/2014</small>		1 PERSON	2 PERSON	3 PERSON	4 PERSON	5 PERSON	6 PERSON	7 PERSON	8 PERSON
Yavapai County	30%	11550	13200	14850	16450	17800	19100	20400	21750
MEDIAN HOUSEHOLD 54800	50% (Very Low-Income)	19200	21950	24700	27400	29600	31800	34000	36200
	80% (Low-Income)	30700	35100	39600	43850	47400	50900	54400	57900

**Table 2 CDBG Program Income Limits**

## CDBG MONITORING PLAN

In order for the CDBG program to be effective, housing policies, goals, strategies and activities must be consistently monitored and revised as necessary. The City of Prescott has a dedicated grants administrator to coordinate and implement the CDBG program. The grants administrator will conduct monitoring reviews on a quarterly basis with service providers to insure that the programs and activities are being carried out in a timely manner in accordance with the Consolidated Plan and Annual Action Plan and funded activities.

Monitoring will occur to insure that the statutory and regulatory requirements of the CDBG program are being met. The grants administrator will determine whether a project is eligible under the CDBG program and the National Objectives of the HUD Program: 1) benefiting low- and moderate-income persons/clientele; 2) preventing or eliminating slums or blight on a spot or area basis; and, 3) addressing an urgent community need.

In addition, the grants administrator will monitor costs associated with each on-going funded activity. Monitoring will include: determining that costs are necessary and reasonable in relation to federal guidelines and policies; environmental review; clearance; and reporting procedures.

The City of Prescott will employ several tools of measuring the success of the CDBG activities in meeting local housing and community development needs. HUD requirements will be followed in carrying out the program goals of both the Consolidated Plan and the Consolidated Annual Performance and Evaluation Report (CAPER).

To increase CDBG program success, the grants administrator and members of the Citizen Advisory Committee are working on the following program plan for program year 2014:

1. Offer a timely and educational grant application workshop to non-profit organizations outlining the application process, monitoring practices, subrecipient agreements, timeliness requirements and recordkeeping for non-profit agencies.
2. Make available well in advance of CDBG application deadlines the CDBG Public Service non-profit application form to include pertinent information—i.e., project cost estimation, project timeline, proposed budget, program team, technical review and project development as requested for organizations that seek funding for new direct service programs or how may propose partnership opportunities to fund development projects.
3. Attend CDBG Program Administration training workshops when offered by HUD.
4. Consult and prepare resources necessary to research opportunities for funding and leveraging area resource, meeting with stakeholders and preparing to develop the Community Development Block Grant Program 2015-2019 Consolidated Plan.

#### **PROGRAM YEAR 2013 CDBG – PROGRESS REPORT ON CURRENT ACTION PLAN**

Current activity for projects funded in the CDBG 2013 program year (PY13), the public service allocation of funding is on schedule and public service and development projects will be accomplished within the funding year.

#### **Public Service Activities**

According to monitoring and reporting requirements of the program Year 2013 the following public service projects have directly served our area low moderate residents with the following programs:

1. **Prescott Meals on Wheels** second quarter indicate increasing needs to offer home delivery and wellness checks to eligible and homebound residence. The dedicated volunteers have been serving over 45 Low to moderate persons (elderly homebound, disabled and special needs clientele) with home delivered, weekend and emergency meals for a total of 2,115 hot nutritious meals.
2. **Cornucopia, Prescott Area Restorative Justice** has conducted three capacity building and facilitator training workshops and is reporting data on capacity building of 11 trained participants. The program has assisted our local safety officers, court systems and 15 at risk youth and families with this unique restorative initiative community service.
3. **Coalition for Compassion and Justice** emergency funds provided three residential emergency home repair projects consisting of furnace replacements. Furnaces have

been replaced, resulting in three households having the basic comforts and being able to stay in their owner occupied homes.

4. **Southwest Fair Housing, NACOG and City of Prescott cooperatively promote fair housing educational program and a fair housing workshop.** The public was invited to a fair housing workshop. The event was well attended on April 24<sup>th</sup>, 2014; information and resources on fair housing is posted on the city website. The city is committed to furthering fair housing education and outreach.

The city is the acting local reporting agency for the public to voice their concerns if the suspect housing discrimination. The CDBG Program Administrator is assigned this duty and shall document and direct citizen complaints on fair housing. The website and resources have been reviewed to confirm current information, posters and fair housing information is also available at city hall or by contacting the CDBG grant administrator at [cdbg@prescott-az.gov](mailto:cdbg@prescott-az.gov) or by calling 928-777-1143.

#### **Public Facility Projects:**

Prescott Area Shelter Services in completing code compliance conditions and facility improvements for their new family shelter facility scheduled to open fall 2015. The project's fire alarm system has been installed; additional code requirements including an ADA bathroom, egress windows, fire sprinkler system, fencing, exterior access and other on site improvements are currently under procurement procedures and expected to be completed by June 2015. Project was over budget and will need additional funding to complete.

The Susan J. Rheem, Family Day Care Services public facility project – outdoor facility improvements which include, drainage improvements, security fencing, patio replacement and a covered Ramada area are also in the procurement stage and expected to be completed by the end of the 2014 program year, June 2015. Project was over budget and will need additional funding to complete

The Dexter Neighborhood continues to receive CDBG funding support using local capital and CDBG development funds to sustain an ongoing low to moderate income area revitalization. In program year 2013, the Short and Meany Street road development project includes engineering services to design off site road improvements.

The engineering services have been procured and engineering design services will be completed by the end of PY 2013. Associated with this project, the PY 2014 proposal is to recommend budgeting an estimated \$200,000 dollars to construct the roads.

The PY2014 - FY2015 proposed \$200,000 South Dexter Neighborhood road construction budget will leverage \$140,000 of PY2014 CDBG entitlement funds with \$60,000 of public works, capitol improvement one cent sales tax funds. The outcome is projected to complete construction of the Short and Meany Street by the end of June 2015. The offsite road improvements are scheduled to be completed by the end of calendar year 2016 and will provide needed neighborhood infrastructure road improvements. The road construction is

near a proposed local housing project that is ready to develop five affordable single family homes.

Collective public and private intentions are to develop required public infrastructure that supports organizations ready and able to increase affordable housing stock that offer access to shopping, schools and the hospital.

## **COMMUNITY DEVELOPMENT PROJECTS SUPPORTED BY THE CITY AND/OR FEDERAL, STATE OR LOCAL RESOURCES**

### **Low Income Housing Tax Credits (LIHTC) / LITFC Bradshaw Senior Apartments**

The Bradshaws Senior Apartments, a LIHTC tax-credited complex, consists of 170 units of non-assisted, independent living for seniors who are 62 years of age or older or disabled persons. Currently, 162 units are completed with a waiting list of prospective tenants. This project is located in central Prescott, approximately one mile east of the Courthouse Plaza and within one block of public transportation.

The project received site-plan approval in 2008; and, the water service agreement was reached with a portion of the City's water supply allocation that was set aside by City Council for affordable housing and workforce housing. According to the last update, 52.2% of the units are rented by households with incomes at or below 50% AMGI; and, 41.3% of the units are rented by households with incomes at or below 40% AMGI. Persons must incomes qualify to be able to rent these apartments.

- Phase I: A 46-unit, 3-story senior apartment with 1- 2- and 3-bedroom units. (LIHTC)
- Phase II: A 52-unit family apartment complex of 3 buildings with 2- and 3-bedroom units. (LIHTC)
- Phase III: A 46-unit, 3-story senior apartment building similar to Phase 1. (LIHTC)
- Phase IV: A 20-unit, a 2.5 and 3-story apartment building with 2- and 3-bedroom units. (LITFC)
- Phase V: An 8-unit, 2-story apartment building of 1 bedroom units is still to be constructed.

### **Habitat for Humanity**

Habitat for Humanity has two major, on-going affordable housing projects in addition to several smaller rehabilitation projects. The major projects include:

- Sonora Street – a multi-family, phased development project planned by Michael Payatek, Architect. The development of this affordable housing project is scheduled to

take place within a three- to five-year time frame; however, due to the slow economy, there has been no progress since 2010.

- Madison Cottages – development for five single-family homes are in the planning stage. The platting process was submitted to the City in 2013-2014. The preliminary plat is approved and development is conditional to Short and Meany road construction and offsite improvements.

In support of increasing available affordable housing stock CDBG funds are committed to roadway infrastructure development. In PY2013 funds have been received for engineering services and authorized in the amount of \$25,000 in funding. Development of the roadway and offsite infrastructure cost are proposed for the PY2014. With the development of this public improvement, the habitat for humanity housing project is anticipated to receive final plat approval and the opportunity for housing will increase in the neighborhood by an estimated 5 housing units.

### **CDBG PROGRAM CONCLUSION**

In order for the CDBG program to be effective, housing policies, goals, strategies and activities must be consistently monitored and revised as necessary. The City of Prescott has dedicated planning and engineering staff to coordinate and implement the CDBG program.

Monitoring will occur to insure that the statutory and regulatory requirements of the CDBG program are being met. The grants administrator will determine whether a project is eligible under the CDBG program and the National Objectives of the HUD Program: 1) benefiting low- and moderate-income persons/clientele; 2) preventing or eliminating slums or blight on a spot or area basis; and, 3) addressing an urgent community need.

The grants administrator will conduct monitoring reviews to insure that the programs and activities are being carried out in a timely manner in accordance with the Five-Year Consolidated Plan and Annual Action Plan. In addition, the grants administrator will monitor costs associated with each on-going funded activity. Monitoring will include: determining that the costs are necessary and reasonable in relation to federal guidelines and policies; environmental review; clearance procedures; and reporting procedures.

The City of Prescott will employ several tools of measuring the success of the CDBG activities in meeting local housing and community development needs. HUD requirements will be followed in carrying out the program goals of both the Consolidated Plan and the PY2014 Consolidated Annual Performance and Evaluation Report (CAPER).

## Appendix A – FEDERAL, STATE AND LOCAL RESOURCES

Program Name	Description	Eligible Activities
<b>Federal Programs</b>		
Community Development Block Grant	Entitlement funds allocated to the City on a formula basis for housing and community development activities. The City estimates receiving \$238,655 from the HUD, CDBG program.	<ul style="list-style-type: none"> <li>• Acquisition</li> <li>• Rehabilitation</li> <li>• Homeless and Special Population assistance</li> <li>• Public Services</li> <li>• Economic development</li> </ul>
Housing Choice (Section 8) Voucher Rental Assistance Program	Vouchers for rental assistance payment to owners of private market rate units on behalf of very low-income tenants. Administered by the state on behalf of Yavapai County.	<ul style="list-style-type: none"> <li>• Rental assistance</li> </ul>
Section 108 Loan	Provides loan guarantee to CDBG entitlement jurisdictions for pursuing large capital improvements or other projects. The jurisdiction must pledge future CDBG allocations for repayment of the loan. Maximum loan amount can be up to five times the entitlement jurisdictions most recent approved annual allocation. Maximum loan term is 20 years.	<ul style="list-style-type: none"> <li>• Acquisition</li> <li>• Rehabilitation</li> <li>• Home buyer assistance</li> <li>• Homeless assistance</li> <li>• Public Services</li> <li>• Economic development</li> </ul>
Federal Transit Administration	Funding awards through the Arizona Department of transportation for alternative transit development, door through door transit program for persons with disabilities and older adults.	<ul style="list-style-type: none"> <li>• Ride attendants</li> <li>• Vehicle operation and maintenance</li> <li>• Vehicle acquisition</li> </ul>
<b>State Programs</b>		
Low-Income Housing Tax Credits (LIHTC)	Federal and State tax credits enable developers to raise equity through the sale of tax benefits to large investors for the construction of affordable rental housing.	<ul style="list-style-type: none"> <li>• New construction</li> <li>• Acquisition and rehabilitation of eligible housing projects</li> </ul>



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

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Program Name	Description	Eligible Activities
<b>Local Fund Programs</b>		
City of Prescott Fund Structure	The accounts of the City are organized on the basis of funds or account groups, each of which is considered a separate accounting entity.	<ul style="list-style-type: none"> <li>• Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled.</li> </ul> <b>Appendix B- City Fund Structure</b>
<b>Private Resources/ Financing Programs</b>		
Federal National Mortgage Association (Fannie Mae)	Loan applicants apply to participating lenders for the following programs: Fixed rate mortgages issued by private mortgage insurers. Mortgages, which fund the purchase and rehabilitation of a home. Low down-payment mortgages for single-family homes in underserved low-income and minority communities.	<ul style="list-style-type: none"> <li>• Home buyer assistance</li> <li>• Rehabilitation</li> </ul>
Federal Home Loan Bank Affordable Housing Program (AHP)	Direct subsidies to non-profit and for-profit developers and public agencies for affordable low income ownership and rental projects.	<ul style="list-style-type: none"> <li>• New construction</li> </ul>



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**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

## APPENDIX B – CITY FUND STRUCTURE

The accounts of the City are organized on the basis of funds or account groups, each of which is considered a separate accounting entity. Governmental resources are allocated to and accounted for in individual funds based upon the purposes for which they are to be spent and the means by which spending activities are controlled. The City of Prescott uses the following funds in its budget process:

**General Fund** is established for the revenue and expenditures necessary to carry out basic governmental activities of the City such as police protection, recreation, planning, legal services, administrative services, etc. General Fund expenditures are made primarily for current day-to-day operating expenses and operating equipment. Capital expenditures for large-scale public improvements such as parks or streets are accounted for elsewhere in the Special Revenue Funds, Capital Project Funds, Enterprise Funds or Expendable Trust Funds.

**Special Revenue Funds** are used to account for revenues derived from specific Budgetary Funds, Governmental Funds, Proprietary Funds, General Fund, Special Revenue Funds, Enterprise Funds, Internal Service Fund, Fleet Maintenance, Risk Management, Engineering, Facilities Maintenance, Water, Wastewater, Solid Waste/Transfer Station, Airport, Golf Course, Parking Garage, Streets, Open Space, and Transient Occupancy, Grants, Impact Fees, Miscellaneous Gifts and Donations, Debt Service Funds, Permanent Funds and Acker Trust.

**Streets and Open Space – 1% Additional Tax and Highway User Revenues** In September, 1995, the voters approved increasing the sales tax rate from 1.0% to 2.0% for the purpose of street repairs and improvements for a ten year period effective January 1, 1996. In May, 2000, the voters expanded the use of the funds to include open space acquisitions and extended the sunset to January 1, 2016. In September of 2009, the voters approved the extension of this tax at ¾% for street repairs and improvements. Financing for this fund is also provided by the City's share of State gasoline taxes. State law requires these gasoline taxes to be used to maintain or construct streets. Beginning in FY2011, the Highway User Fund and Streets and Open Space Funds were combined. The accumulation and expenditure of these funds are accounted for in this area.

**Transient Occupancy Tax Fund** – In 1987 the voters established a two percent (2.0%) transient occupancy (hotel/bed) tax. By ballot provision, these revenues can only be used for tourism promotion and development of recreational facilities.

**Grants Fund** – This represents projects which expend grant monies received for various projects. Grant funds must be used for the stated purpose of the grant and must meet grantor expenditure guidelines.

**Impact Fee Funds** – These funds represent accounts to expend impact fees received to offset the cost of growth-related projects.

**Miscellaneous Gifts Fund** – Provide an account to track any contributions for miscellaneous gifts which the City may receive as well as the expenditures made.



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**Permanent Funds** are used to report resources that are legally restricted to the extent that only earnings, not principal, may be used for purposes that support the reporting government's programs.

**Acker Trust Fund** – Accounts for the assets willed to the City by J.S. Acker. Revenue from investments and land sales are to be expended for cultural and recreational purposes only.

**Debt Service Funds** are established to account for the accumulation of resources for, and the payment of, general long-term debt principal and interest. The City of Prescott's Debt Service Fund was established during FY1999 to pay for the principal and interest of general obligation debt for the police station construction and the Watson and Willow Lakes water rights and land purchase as well as improvement district bond payments.

**Enterprise Funds** are established to account for operations that (1) are financed and operated in a manner similar to private business operations where the intent of the City is that the costs (expenses, including depreciation) of providing goods or services to the general public on a continuing basis be financed or recovered primarily through user charges, or (2) where the governing body has decided that periodic determination of revenues earned, expenses incurred, and/or net income is appropriate for capital maintenance, public policy, management control, accountability or other purposes. The City of Prescott has six enterprise funds as follows:

**Water Fund** – To account for the provision of water services to the residents of the City and some residents of the County. All activities necessary to provide for water services are accounted for in this fund.

**Golf Course Fund** – To account for the provision of year-round golf to the residents of the City, county and visitors to the area. Beginning in FY1994, the Golf Course was established as a separate department. Prior to FY1994 the Golf Course was under direction of Recreation Services.

**Airport Fund** – To account for the provision of airport services to the general aviation and commercial flying public. Services include fueling, hangar and tie- down rentals, etc.

**Solid Waste/Transfer Station Fund** – To account for sanitation, landfill, and recycling services provided to City and County residents along with the operations of the City's transfer station facility that opened in September, 1991. All activities necessary to provide these services are accounted for in this fund. Since April of 1994, only fill materials have been accepted at the City's landfill.

**Parking Garage Fund** – To account for the operations of the City's parking garage. This facility was opened in June, 2005, and all activities necessary to maintain and operate the parking garage facility are accounted for in this fund.

**Internal Service Funds** are used to account for services and commodities furnished by one department or agency to other departments or agencies of the City on a cost-reimbursement basis.



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**Fleet Maintenance** – To account for the cost of operating a maintenance facility for automotive and other equipment used by various departments. These costs are billed to the various using departments. The various user departments who acquire automotive and other equipment are responsible for replacement costs.

**Risk Management** – To account for the costs, both direct and indirect, of maintaining comprehensive property damage and general liability and workers' compensation insurance coverage. Revenue to this fund is derived from charges to City departments.

**Engineering Services** – To account for the costs, both direct and indirect, of the engineering department, which does work for other departments of the City? Revenue to this fund is derived from charges to City departments based on the work performed for the department.

**Facilities Maintenance** – To provide maintenance and custodial service to all city owned facilities.



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**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

## APPENDIX C – PUBLIC PARTICIPATION

The City of Prescott actively solicited participation of residents, community stakeholders, and other local non-profit agencies in identifying housing and community development needs in Prescott and received input on prioritizing the expenditure of CDBG funds.

Public meetings and public hearings were conducted at City Hall which is ADA accessible. A Spanish translator is on staff to answer questions, both spoken and written, that may arise on any aspect of the CDBG program.

The Citizens Advisory Committee (CAC), appointed by the Mayor and City Council is made up of a committee of seven persons. The CAC works with City staff, advisors and the community on issues and subjects associated with housing and community development that fall within CDBG program and planning purview.

The CAC committee held regular public meetings on the following dates:

- November 13, 2013: Introduction of new program administrator to the CAC. Presentation to members on the anticipated funding and national CDBG program objectives. Staff reviewed the priority goals of the 2010-2014 consolidated plan. CAC members adopted the PY 2014 timeline and had open discussion of the public process. Administrator reported on PY2013 projects and activities.
- January 15<sup>th</sup>, 2014: PY2014 CDBG - Application Workshop presented to eligible Not For Profit (501c3) Organizations. About 36 individuals representing multiple not for profit organization were in attendance. Two of the Citizen Advisory Committee members assisted with the presentation.
  - Contact was made with over forty, (40) non-profit provider agencies informing them of the workshop and public service or development projects and the CDBG PY2014 application process, dates of committee meetings and public hearings. Administrative staff clearly directed applicants in the training session of their obligations and requirements to receive the CDBG funding resource.
  - March 3<sup>rd</sup>, 2014 CDBY PY2014 applications for public service due. The City worked with any interested agency throughout the planning and grant application process. Five eligible public service agencies submitted requests for the PY 2014 Annual Action Plan.
  - March 5<sup>th</sup>, 2014 was the first public hearing to discuss eligible projects and funding plans for the CDBG PY2014, HUD allocation. Applicants wishing to make a public presentation presented their projects to the CAC members and the public. (five applicants presented their request for CDBG funding)



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- March 17th, 2014 CAC public meeting by the committee to turn in ranking worksheets and agree by consensus to finalize public service and development projects in support of the Draft Annual Action Plan PY2014-2015).
- March 24<sup>th</sup>-April 23<sup>rd</sup> Draft Action Plan Public Comment Period
- April 30<sup>th</sup>, 2014 CAC public meeting by the committee was held to finalize funding plan including updating members of the PY2014 HUD allocation and eligible carryover CDBG dollars that could be reprogrammed for community development projects. CAC members by consensus agreed to fund PY2014 CDBG funding recommendation to council at the Public Hearing scheduled for May, 6<sup>th</sup>, 2014.

## PUBLIC HEARINGS DATES:

1. March 5, 2014 (Public Hearing #1: requests and presentations from non-profit providers and provisions for public commentary)
2. May 6, 2014 (Public Hearing #2: PY 2014 annual plan presented at a workshop session to City Council and the public)
3. May 13, 2014 (Voting session recommendations for approval of the 2014 Program Year – CDBG annual plan at City Council)

Additional meetings and/or public hearings are not anticipated for the CAC and community organization that serve the area low- moderate income clientele. Additional participation and technical support was made available throughout the program year and appointments with the citizens are scheduled as needed. Meetings and public hearing are posted on the City of Prescott's website. Should a public hearing be necessary, a legal advertisement will be published in *The Daily Courier* 14 days prior to the public hearing.

### PUBLIC COMMENT PERIOD

A draft of the Program Year 2014 Action Plan is made available for public review and comment for a 30 day period. The public comment period began on March 24, 2014 and end on April 23, 2014. The draft document was made available at: City Hall, Office of Grants Administration and in the City Hall lobby area, 201 S. Cortez Street, Prescott; Prescott Downtown Library, 215 E. Goodwin Street, Prescott; and is posted on the City's Leadership heading of the official city website, <http://www.cityofprescott.net/leadership/grants.php>. Public notices and public comment is incorporated as a part of this appendix C – Public Participation.



## APPENDIX CDBG ACTION PLAN Program Year 2014

Submitted to HUD 05/16/14



# NOTICE TO THE PUBLIC

## CITIZENS ADVISORY COMMITTEE (CAC) COMMUNITY DEVELOPMENT BLOCK GRANTS

### AGENDA

CITIZENS ADVISORY COMMITTEE  
CDBG COMMITTEE MEETING  
WEDNESDAY, November 13, 2013  
2:00 PM

Council Chambers  
201 S. CORTEZ STREET  
PRESCOTT, ARIZONA  
(928) 777-1143

The following agenda will be considered by the CITIZENS ADVISORY COMMITTEE COMMUNITY DEVELOPMENT BLOCK GRANTS (CDBG) at its Committee Meeting to be held on November 13, 2013 in the Council Chambers, City Hall located at 201 S. Cortez Street at 2:00 PM. Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02.

#### I. CALL TO ORDER

#### II. INTRODUCTIONS

CAC MEMBERS	COMMUNITY GOVERNMENT STAFF
James R. Johnson	Alan Carlow, City Council Liaison
Miriam Haubrich	
Jerry Jones	Shaun Rydell, Grants Administrator
Maryanne Suttles (Chair)	Suzanne Derryberry, Recording Secretary
Pam Wickstrom	George Worley - Community Development,
Tracey McConnell	CDBG Program Supervisory
Eleanor Laumark	

#### III. REGULAR ITEMS

1. Present CDBG – HUD Program Year 2014 - National Objectives
2. Discuss PY2014 CDBG Draft Timeline - Public Participation
3. Overview of Current Program Year 2013 – Funded Activities

#### VI. ADJOURNMENT

THE CITY OF PRESCOTT ENDEAVORS TO MAKE ALL PUBLIC MEETINGS ACCESSIBLE TO PERSONS WITH DISABILITIES. WITH 72 HOURS ADVANCE NOTICE, SPECIAL ASSISTANCE CAN BE PROVIDED FOR SIGHT AND/OR HEARING IMPAIRED PERSONS AT PUBLIC MEETINGS. PLEASE CALL 777-1272 OR 777-1100 (TDD) TO REQUEST AN ACCOMMODATION TO PARTICIPATE IN THIS MEETING.

#### CERTIFICATION OF POSTING OF NOTICE

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at City Hall and on the on September 23, at 5:00 PM in accordance with the statement filed with the City Clerk's Office.

*Shaun Rydell*  
Shaun Rydell, Grants Administrator  
Community Development Department



APPENDIX  
CDBG ACTION PLAN  
Program Year 2014

Submitted to HUD 05/16/14

## CDBG ACTION PLAN 2014 TIMELINE



### 2014 CITIZENS ADVISORY COMMITTEE COMMUNITY DEVELOPMENT BLOCK GRANTS (CDBG)

#### PROGRAM YEAR 2014 CDBG - PUBLIC PARTICIPATION ACTION PLAN - TIME LINE

2013	NOV 13	Community Advisory Committee Meeting	X
2013	DEC 23	Letter to Non Profits and Service Providers to attend a workshop and Pickup application apply for PY 2014 CDBG Funds.	
2014	JAN 15	<b>APPLICATION WORKSHOP FOR NOT FOR PROFIT – PY2014 Prescott Public Library - Founders Suite A &amp; B 2:00 to 4:30 P.M.</b>	
2014	FEB 10	Public Hearing Ad Due to Courier AP PY14 post 14 days prior to Public Hearing x notice twice PN in Courier (Post in Courier 021514 and 022614), City Website and public bulletin board	
2014	MAR 3	<b>APPLICATIONS DUE – NOT FOR PROFIT - PY2014</b>	
2014	MAR 03	Public Notice AP PY14 Pub comment review 032413 Ad Due to Courier AP PY14 post 14 days prior to 030814 and 031914 x notice twice	
2014	MAR 5	<b>1<sup>st</sup> Public Hearing - Action Plan PY14 CDBG NFP Presentations to CAC 11:00 A.M. Council Chambers</b>	X
2014	MAR 12	<b>Community Advisory Committee NFP Ranking due and Draft Project Action Plan recommendations to council</b>	X
2014	MAR 21	Complete and print Draft AP 2014 for 30 day comment	
2014	MAR 24	Public Notice Draft ACTION PLAN 2014 AVAILABLE for review and 30 day comment. Day one of 30-Day Public Comment Period End April 23, 2014) Develop Agenda Workshop Presentation to Council	
2014	APR 14	<b>2<sup>nd</sup> Public Hearing Ad Due to Courier AP PY14 post 14 days prior to Public Hearing x notice twice 042114 &amp; 043014</b>	
2014	APR 30	<b>Citizen Advisory Committee Meeting to Review and discuss Public comments PY2014 and Revise AP PY2014</b>	X
2014	MAY 6	<b>2<sup>nd</sup> Public Hearing – Present to Council PY2014 Action Plan</b>	X
2014	MAY 13	<b>Voting Session request Council adopt CDBG PY2014 ACTION PLAN – By resolution</b>	

X indicates CAC - CDBG mandatory meeting attendance dates and meetings are generally from 2:00pm to 5:00pm

Contact: [cdbg@prescott-az.gov](mailto:cdbg@prescott-az.gov)  
928.777.1143

*Revised 120913 - CAC under review – time and location subject to change*



Submitted to HUD 05/16/14



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

# CDBG PY2014 – PUBLIC SERVICE WORKSHOP - MARKETING



Shaun Rydell, CDBG Grants Administrator

201 S. Cortez Street  
Prescott, AZ 86303

Phone: 928.777.1143  
Fax: 928.771.5670

E-mail: [cdbg@prescott-az.gov](mailto:cdbg@prescott-az.gov)

Web: <http://www.cityofprescott.net/leadership/grants.php>

## Save The Date... 2014 CDBG Grant Application Workshop

- **Wednesday, January 15, 2014**  
Time: 2:30 PM to 4:30 PM
- **PRESCOTT PUBLIC LIBRARY - Founders Suite A & B**  
215 E GOODWIN ST, PRESCOTT AZ 86303
- **Contact: Shaun Rydell - CDBG- Program Administration**  
Please RSVP your attendance to:
  - [cdbg@prescott-az.gov](mailto:cdbg@prescott-az.gov) or
  - call and leave attendance information: **928.777.1143**

**Who Should Attend:** Non-profit providers planning to apply for CDBG funding during Program Year 2014 should attend the meeting. A question-and-answer session will be provided.

### Community Development Block Grants (CDBG) Grant Application Workshop for Program Year 2014

Please attend this workshop to better understand the requirements to submit a Program Year 2014 CDBG Grant Application. 2014 applications will be distributed. The workshop is designed to assist primary staff assigned to be the responsible person who will apply for and complete the CDBG FUNDED project activities.

CDBG funding guidelines are limited to assist Non-profit [501(c)3] community service program providers. If you have a project or technical plan ready to be implemented, you are encouraged to attend. The workshop will cover the HUD, CDBG national objectives and the following community program requirements:

APPLICATION	TIMELINESS TO COMPLETE PROJECT	PROJECT MONITORING
ELIGIBLE AND NON-ELIGIBLE PROJECT OR ACTIVITY EXAMPLES	PROJECT RECORDKEEPING	ORGANIZATIONAL CAPACITY
ENVIRONMENTAL REVIEW	SUBRECIPIENT AGREEMENTS	DAVIS BACON ACT <a href="http://www.wdol.gov/dba.aspx">http://www.wdol.gov/dba.aspx</a>
PROCUREMENT REQUIREMENTS	NOTICE TO PROCEED	REPORTING REQUIREMENTS
STRENGTHENING YOUR APPLICATION	CONSOLIDATED PLAN	PROGRAM RESOURCES

This meeting is not mandatory; however, because of changes to the application process, it is strongly suggested that you consider attending.

The Program Year 2014 application package is available on the City's website for review, download and printing: <http://www.cityofprescott.net/leadership/grants.php>



## APPENDIX CDBG ACTION PLAN Program Year 2014

Submitted to HUD 05/16/14



**CITIZENS ADVISORY COMMITTEE**

Shaun Rydell, Grants Administrator  
201 S. Cortez Street Phone: 928.777.1143  
Prescott, AZ 86303 Fax: 928.771.6870  
E-mail: [cdbg@prescott-az.gov](mailto:cdbg@prescott-az.gov)

**PUBLIC NOTICE**

**1st Public Hearing**

**Community Development Block Grant (CDBG) Program Year 2014.**  
The City of Prescott, Arizona in Yavapai County will hold a public hearing to consider potential projects for which funding may be applied under the CDBG Program Year 2014. Suggestions and presentation for potential projects will be solicited, both verbally and in writing, from all interested parties. The expected amount of CDBG funds for this Program Year will be discussed along with the range of projects eligible under this program and a review of previously funded projects.

Other possible CDBG applications may be considered provided they support at least one of three National Objective: 1.) Benefit to low and moderate income persons, 2.) Aid in the prevention or elimination of slums or blight, 3.) Activities designed to meet community development needs having a particular urgency.

Applications are available on the city leadership web page at <http://cityofprescott.net/leadership/grants/php>.

**THE HEARING WILL BEGIN AT 11:00 A.M. ON MARCH 5<sup>TH</sup>, 2014 - AND WILL BE HELD AT CITY COUNCIL CHAMBERS, CITY OF PRESCOTT, 201 SOUTH CORTEZ STREET, PRESCOTT, ARIZONA 86301.**

**FURTHER INFORMATION CAN BE OBTAINED BY CONTACTING CDBG GRANTS ADMINISTRATOR, AT (928) 777-1143 OR BY E-MAIL: [CDBG@PRESCOTT-AZ.GOV](mailto:CDBG@PRESCOTT-AZ.GOV).**

*In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during hearing should notify CDBG Grants Administrator, (928) 777-1143 at City of Prescott, 201 South Cortez Street, Prescott, Arizona, 86301 at least three days prior to the hearing that will be attended.*



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

Submitted to HUD 05/16/14



## CDBG Citizens Advisory Committee

**CITIZENS ADVISORY COMMITTEE  
CDBG – FACILITATED PUBLIC HEARING  
WEDNESDAY, March 5, 2014  
11:00 A.M.**

**COUNCIL CHAMBERS  
201 S. CORTEZ STREET  
PRESCOTT, ARIZONA  
(928) 777-1143**

The following agenda will be considered by the **CITIZENS ADVISORY COMMITTEE (COMMUNITY DEVELOPMENT BLOCK GRANTS)** at a Public Hearing on March 5<sup>th</sup>, 2014 at 11:00 A.M. in **COUNCIL CHAMBERS, CITY HALL, 201 S. CORTEZ STREET, PRESCOTT, ARIZONA.** Notice of this meeting is given pursuant to *Arizona Revised Statutes, Section 38-431.02.*

**I. CALL TO ORDER**

**II. INTRODUCTIONS / ATTENDANCE**

**Members**

Mary Ann Suttles, Chairman  
Miriam Haubrich  
James R. Johnson  
Jerry Jones  
Pamela Wickstrom

Alan Carlow, Council Liaison  
Tracy McConnell  
George Worley, Program Supervisor  
Shaun Rydell, Grants Administrator  
Suzanne Derryberry, Recording Secretary

**III. APPROVE CAC MINUTES - March 13, 2013 and November 13, 2013**

**IV. PURPOSE OF THE COMMITTEE / NATIONAL OBJECTIVES**

**V. NON-PROFIT PROVIDERS, SUGGESTED PROJECT PRESENTATIONS AND DISCUSSION**

**VI. PUBLIC COMMENT REGARDING THE ANNUAL ACTION PLAN AND/OR THE NON-PROFIT PROVIDER REQUESTS**

**VII. TIMELINE INFORMATION FOR PROGRAM YEAR 2014**

**ADJOURNMENT**

THE CITY OF PRESCOTT ENDEAVORS TO MAKE ALL PUBLIC MEETINGS ACCESSIBLE TO PERSONS WITH DISABILITIES. WITH 72 HOURS ADVANCE NOTICE, SPECIAL ASSISTANCE CAN BE PROVIDED FOR SIGHT AND/OR HEARING IMPAIRED PERSONS AT PUBLIC MEETINGS. PLEASE CALL 777-1272 OR 777-1100 (TDD) TO REQUEST AN ACCOMMODATION TO PARTICIPATE IN THIS MEETING.

**CERTIFICATION OF POSTING OF NOTICE**

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at City Hall and on the City's website on March 4, 2014 at 8:00 AM in accordance with the statement filed with the City Clerk's Office.

Shaun Rydell, Grants Administrator  
Community Development Department



## APPENDIX CDBG ACTION PLAN Program Year 2014

Submitted to HUD 05/16/14

# PUBLIC HEARINGS AFFIDAVIDT March 5<sup>th</sup>, 2014

## AFFIDAVIT OF PUBLICATION

STATE OF ARIZONA )  
County of Yavapai ) ss.

I, Teri Bryant, being first duly sworn on her oath, say:  
That she is the Legals Clerk of PRESCOTT NEWSPAPERS, INC., an Arizona corporation, which owns and publishes THE DAILY COURIER, a Daily Newspaper published in the City of Prescott, County of Yavapai that the notice attached hereto, namely,

**CITY OF PRESCOTT  
PUBLIC NOTICE  
CDBG HEARING**

has, to the personal knowledge of affidavit, been published in the news paper aforesaid, according to law, on 19 day of FEB, 2014 to 2 day of MAR, 2014 both inclusive without change, interruption or omission, amounting in all 2 insertions, made on the following dates:  
FEB 19, MAR 2, 2014

By:   
Dated this 7<sup>th</sup> Day of MAR, 2014

By:   
Notary Public

My commission expires:



## PUBLIC NOTICE

### Community Development Block Grant (CDBG) 1st Public Hearing Notice

Community Development Block Grant (CDBG) Program Year 2014. The City of Prescott, Arizona in Yavapai County will hold a public hearing to consider potential projects for which funding may be applied under the CDBG Program Year 2014. Suggestions and presentation for potential projects will be solicited, both verbally and in writing, from all interested parties. The expected amount of CDBG funds for this Program Year will be discussed along with the range of projects eligible under this program and a review of previously funded projects. Other possible CDBG applications may be considered provided they support at least one of three National Objective: 1.) Benefit to low and moderate income persons, 2.) Aid in the prevention or elimination of slums or blight, 3.) Activities designed to meet community development needs having a particular urgency. Applications are available on the city leadership web page at <http://cityofprescott.net/leadership/grants/php>. THE HEARING WILL BEGIN AT 11:00 A.M. ON MARCH 5TH, 2014 - AND WILL BE HELD AT CITY COUNCIL CHAMBERS, CITY OF PRESCOTT, 201 SOUTH CORTEZ STREET, PRESCOTT, ARIZONA 86301. FURTHER INFORMATION CAN BE OBTAINED BY CONTACTING CDBG GRANTS ADMINISTRATOR, AT (928) 777-1143 OR BY E-MAIL: CDBG@PRESCOTT-AZ.GOV. In compliance with the Americans with Disabilities Act, individuals needing special accommodations (including auxiliary communicative aids and services) during hearing should notify CDBG Grants Administrator, (928) 777-1143 at City of Prescott, 201 South Cortez Street, Prescott, Arizona, 86301 at least three days prior to the hearing that will be attended.  
Published: 2TC; February 19 & March 2, 2014



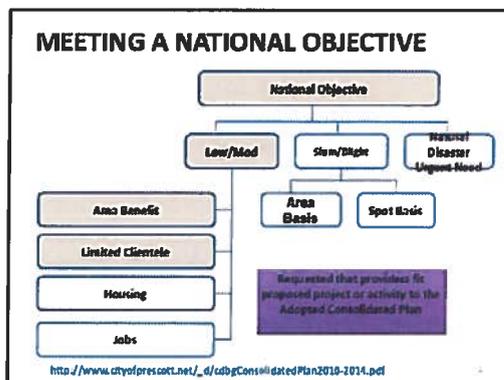
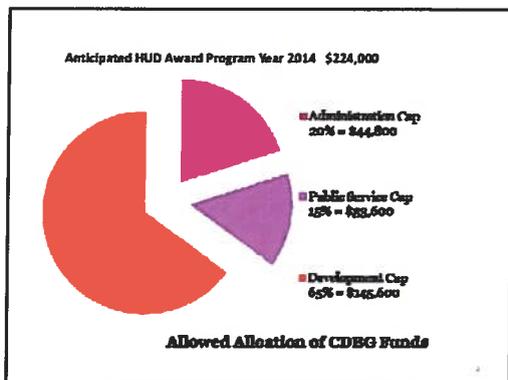
**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

Submitted to HUD 05/16/14

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# Attachment: Public Hearing One – CAC 03/05/14

CDBG Program Year 2014 - Public Hearing 030514



**Area Benefit**

**Area Benefit (LMA)**

24 CFR 570.489(b)(1) - perian

- Dexter Neighborhood

**CDBG Public Service Agencies**  
Propose a Project that will meet the National Objective... direct benefit to A low-moderate income persons.

- **Directly benefit low-moderate income persons:**
  - The project must be located in a Prescott target area, or
  - Serve an area with a service program where at least 51% of the residents are low income persons (Area Benefit), or
  - Must provide a direct benefit to an income qualified Prescott individual or families, the majority of whom are considered low income based on the median area income figures (Limited Clientele Benefit).



## APPENDIX CDBG ACTION PLAN Program Year 2014

Submitted to HUD 05/16/14



**NOTICE TO THE PUBLIC**  
**CITIZENS ADVISORY COMMITTEE (CAC)**  
**COMMUNITY DEVELOPMENT BLOCK (CDBG) PY2014**  
**A G E N D A**

**CITIZENS ADVISORY COMMITTEE - CDBG**  
**REGULAR MEETING**  
**MONDAY, MARCH 17<sup>TH</sup>, 2014**  
**3:00 PM**

**COUNCIL CHAMBERS**  
**201 S. CORTEZ STREET**  
**PRESCOTT, ARIZONA**  
**(828) 777-1143**

The following agenda will be considered by the **CITIZENS ADVISORY COMMITTEE (COMMUNITY DEVELOPMENT BLOCK GRANTS)** at its **Committee Meeting** to be held on **March 17th, 2014** in the **Council Chambers, City Hall** located at **201 S. Cortez Street** at **3:00 PM**. *Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02.*

**I. CALL TO ORDER**

**II. INTRODUCTIONS**

<b>MEMBERS</b>	
<i>Program Year 2014</i>	
Mary Ann Suttles (chair)	Greg Lazzell, Council Liaison
James R. Johnson	
Miriam Haubrich	
Jerome Jones	Shaun Rydell, Grants Administrator
Pam Wickstrom	
Tracey McConnell	

**III. REGULAR ITEMS**

1. Review CAC member's independent project rank funding requests PY2014
2. Discuss Ranking priorities and funding amounts
3. Recommendation by Consensus, CAC members agreement to Draft the Annual CDBG Action Plan PY2014 - Funding Plan.
4. Discuss PY2014 adopted timeline, public hearing and public comment process.
5. Announce April – Fair Housing Month Proclamation – April 1<sup>st</sup> Council Chambers

**IV. ADJOURNMENT**

The City of Prescott endeavors to make all public meetings accessible to persons with disabilities. With 72 hours advance notice, special assistance can also be provided for sight and/or hearing impaired persons at public meetings. Please call 777-1100 (voice) or (TDD) to request an accommodation to participate in this meeting.

**CERTIFICATION OF POSTING OF NOTICE**

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall and on the City's website on March 11, 2014 at 4:00 p.m. in accordance with the statement filed with the City Clerk's Office.

Shaun Rydell, CDBG Grants Administrator  
 Community Development Department

*Citizens Advisory Committee – CDBG*  
*March 17, 2014 – Agenda*

**Draft Funding Plan Table**  
*Approved by CAC members – public meeting 03/17/14*



**APPENDIX**  
**CDBG ACTION PLAN**  
**Program Year 2014**

Submitted to HUD 05/16/14

<b>CDBG PROGRAM YEAR 2014</b>							
<b>APPLICATIONS FOR FUNDING SUMMARY</b>							
		<b>ADMIN</b>	<b>PUBLIC DEVELOPMENT</b>	<b>PUBLIC SERVICE</b>	<b>ANTICIPATED HUD AWARD</b>	<b>Recommendation to council</b>	
<b>CDBG</b>		<b>\$ 44,800</b>	<b>\$ 145,600</b>	<b>\$ 33,600</b>	<b>\$ 224,000</b>	<b>\$ 217,820</b>	
<b>PROJECT TITLE</b>	<b>Total Project Budgets</b>	<b>ADMIN COUNCIL ADVICE CDBG FUNDING</b>	<b>PUBLIC DEVELOPMENT COUNCIL ADVICE CDBG FUNDING</b>	<b>PUBLIC SERVICE COUNCIL ADVICE CDBG FUNDING</b>	<b>PY14 CDBG APPLICATION FUNDING REQUEST</b>	<b>PY14 CDBG ACTION PLAN</b>	<b>% funded of Request</b>
Prescott Alzheimer's Care & Support Program	\$ 26,070			\$ 2,500	\$ 5,000	\$ 2,500	50%
Restorative Practice in Prescott Schools	\$ 9,949			\$ 5,000	\$ 5,100	\$ 5,000	98%
Transportation for Prescott Department of Economic Clients	\$ 7,100			\$ 2,500	\$ 2,800	\$ 2,500	89%
Homeless Transition Project or Shelter Improvement	\$ 35,000		\$ 6,180	\$ -	\$ 10,000	\$ -	0%
Targeted Nutrition to Seniors	\$ 74,370			\$ 23,600	\$ 29,748	\$ 23,600	79%
South Dexter Neighborhood – Road Improvements	\$ 199,172		\$ 139,420		\$ 139,420	\$ 139,420	100%
City Program Administration	\$ 44,800	\$ 44,800			\$ 44,800	\$ 44,800	100%
	\$ 395,461	\$ 44,800	\$ 145,600	\$ 33,600		<b>TOTAL CDBG Funding Plan</b>	
					\$ 236,868	\$ 217,820	

**\*Fiscal Year Budget 2015**



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

Submitted to HUD 05/16/14



**NOTICE TO THE PUBLIC**  
**CITIZENS ADVISORY COMMITTEE (CAC)**  
**COMMUNITY DEVELOPMENT BLOCK (CDBG) PY2014**  
**A G E N D A**

**CITIZENS ADVISORY COMMITTEE - CDBG**  
**REGULAR MEETING**  
**WEDNESDAY, April 30<sup>TH</sup>, 2014**  
**11:00 AM**

**COUNCIL CHAMBERS**  
**201 S. CORTEZ STREET**  
**PRESCOTT, ARIZONA**  
**(928) 777-1143**

The following agenda will be considered by the **CITIZENS ADVISORY COMMITTEE (COMMUNITY DEVELOPMENT BLOCK GRANTS)** at its **Committee Meeting** to be held on **April 30, 2014** in the **Council Chambers, City Hall** located at **201 S. Cortez Street** at **11:00 AM**. *Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02.*

- I. **CALL TO ORDER**
- II. **INTRODUCTIONS – NEW MEMBERS**

<b>CAC and City Representatives Program Year 2014</b>	
Jerome Jones (chair)	Greg Lazzell, Council Liaison
Mary Ann Suttles	
Pam Wickstrom	
Tracey McConnell	Shaun Rydell, Grants Administrator
Sandy Griffith	George Worley, Planning Manager
Robert Painter	Suzanne Derryberry, Admin Specialist
Michael Sarti	

- III. **REGULAR ITEMS**
  1. Approve the Minutes – CAC Action Plan Public Hearing One 03/05/14 and 03/17/14.
  2. Review CDBG Draft Action Plan Program Year (PY) 2014 – the public process and 30 day public comments on the draft plan.
  3. Discuss PY 2014 HUD allocation funding announcement for PY2014
  4. Recommendation by consensus, CAC member's agreement to submit the discussed and revised annual CDBG Action Plan PY2014 - Final Funding Plan to Council.
- IV. **ADJOURNMENT**

The City of Prescott endeavors to make all public meetings accessible to persons with disabilities. With 72 hours advance notice, special assistance can also be provided for sight and/or hearing impaired persons at public meetings. Please call 777-1100 (voice) or (TDD) to request an accommodation to participate in this meeting.

**CERTIFICATION OF POSTING OF NOTICE**

The undersigned hereby certifies that a copy of the foregoing notice was duly posted at Prescott City Hall and on the City's website on April 17th, 2014 by 4:00 p.m. in accordance with the statement filed with the City Clerk's Office.

**Shaun Rydell, CDBG Grants Administrator**  
**Community Development Department**

*Citizens Advisory Committee PY2014 – CDBG*  
*April 30, 2014 – Agenda*



**APPENDIX**  
**CDBG ACTION PLAN**  
**Program Year 2014**

Submitted to HUD 05/16/14

**CDBG PY 2014 – FINAL FUNDING PLAN RECOMMENDATION TO COUNCIL  
CAC MEMBERS – PUBLIC MEETING 04/30/14**

<b>PROGRAM NAME</b>	<b>PROGRAM TYPE</b>	<b>FY2015 FUNDING AMOUNT</b>
		<b>\$ 339,618</b>
<b>Prescott Meals on Wheels</b>	Nutritional meals to homebound elderly and special needs populations. LMC <i>Public Services - Seniors</i>	\$ 23,600
<b>New Horizons Disability Empowerment Center</b>	Transportation Services for Prescott eligible clients to receive round- trip transportation services to the Prescott Valley DES office LMC – and special populations <i>Public Services – Limited Clientele</i>	\$ 2,500
<b>Cornucopia Community Advocates</b>	Restorative Justice Training and Program Development in the Prescott Middle and High Schools. <i>Public Services – Youth</i>	\$ 5,000
<b>Alzheimer’s Association Desert SW Chapter, Northern Arizona Region</b>	Prescott Alzheimer’s Care and Support Program 51% of service recipients shall meet Low to moderate income <i>Public Service - LMI</i>	\$ 2,500
<b>Prescott Area Shelter Services</b>	Homeless Transition Project 100% of recipients shall meet Low to moderate income <i>Public Service - Limited Clientele</i>	\$ 2,198
<b>City of Prescott</b>	Road Construction and offsite improvements - Short and Meany Street - LMA <i>Public Facility - Dexter Neighborhood</i>	\$ 140,000
<b>Contingency Funds</b>	<i>Public Facility or Housing Activity</i>	\$ 15,126
<b>Fair Housing (CDBG required element)</b>	Fair housing education and promotion event <i>Administration</i>	\$ 1,200
<b>CDBG Program Administration</b>	All administrative costs to implement and complete FY12 grant, including: advertising, noticing, bid preparation costs, wages, postage, etc. <i>Administration</i>	\$ 46,531
<b>PY 2014 CDBG Funding Allocation Award</b>		<b>\$ 238,655</b>
<b>Proposed project to reprogram using CDBG PY2012 Funds</b>		
<b>Prescott Area Shelter Services OY13 008</b>	Additional rehab building for <i>LMC- Homeless Shelter</i>	\$ 46,963
<b>Adult Care Services PY13 005</b>	Complete PY13 funded <i>Public Facility Outdoor Improvements LMI/Sustainability</i>	\$ 30,000
<b>Emergency Repairs for Low to Moderate Prescott Residence</b>	<i>Emergency Health and Safety Repairs to keep residence in their home – prevent homelessness.</i>	\$ 24,000
<b>Reprogrammed CDBG Funds</b>		<b>\$ 100,963</b>
<b>FY 2015 CDBG PROJECTS FUNDS REQUEST</b>		<b>\$ 339,618</b>



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

Submitted to HUD 05/16/14

# PUBLIC HEARINGS AFFIDAVIT May 6<sup>th</sup> and 13<sup>th</sup>, 2014

## AFFIDAVIT OF PUBLICATION

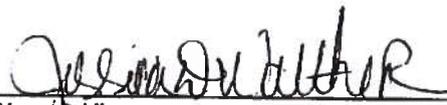
STATE OF ARIZONA )  
County of Yavapai ) ss.

I, Teri Bryant, being first duly sworn on her oath, say:  
That she is the Legals Clerk of PRESCOTT NEWSPAPERS, INC., an Arizona corporation, which owns and publishes THE DAILY COURIER, a Daily Newspaper published in the City of Prescott, County of Yavapai that the notice attached hereto, namely,

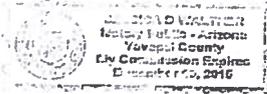
### **CITY OF PRESCOTT CDBG ACTION PLAN**

has, to the personal knowledge of affidavit, been published in the news paper aforesaid, according to law, on 16 day of MAR, 2014 to 30 day of APR, 2014 both inclusive without change, interruption or omission, amounting in all 3 insertions, made on the following dates:  
MAR 16, APR 21, 30, 2014

By:   
Dated this 2 Day of MAY, 2014

By:   
Notary Public

My commission expires:



### NOTICE OF PUBLIC HEARINGS

#### CITY OF PRESCOTT COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) 2014 ANNUAL ACTION PLAN

PUBLIC NOTICE IS HEREBY GIVEN THAT THE CITY OF PRESCOTT WILL HOLD TWO PUBLIC HEARING ON TUESDAY, MAY 6TH AND TUESDAY, MAY 13TH, 2014. ALSO GIVES NOTICE OF THE 30 DAY PUBLIC COMMENT PERIOD WHICH SHALL BEGIN ON MARCH 24TH, 2014 AND LAST UNTIL APRIL 23, 2014. The scheduled hearings will be held by the Prescott City Council, in Council Chambers, City Hall, 201 S. Cortez Street, Prescott, AZ. The public hearings on May 6th will discuss the proposed HUD funded Community Development Block Grant (CDBG), Program Year (PY) 2014, Annual Action Plan. At the public hearing on May 13th the public can anticipate a vote on proposed recommendations for the PY2014 CDBG Annual Action Plan. The one-year action plan includes recommendations for the anticipated allocation of \$224,000 in CDBG funding. A Citizens Advisory Committee advises the Prescott City Council on the use of these funds and through active public participation has identified the following proposed priority funding development needs or public services for program year 2014: Alzheimer's Association, Desert Southwest Chapter, Northern Arizona Region, Prescott support program; Cornucopia Community Advocates, Restorative practices in Prescott Schools; New Horizons Disability Empowerment Center; transportation vouchers for Prescott residence to Department of Economics (DES) Prescott Valley location; Prescott Area Shelter Services, homeless transition project; Meals on Wheels, meals for the elderly homebound and disabled; City of Prescott- Public Works, South Dexter Neighborhood road construction development; and general CDBG administration costs. COPIES OF THE DRAFT CDBG PROGRAM YEAR 2014 ACTION PLAN ARE AVAILABLE FOR REVIEW BEGINNING MARCH 24TH THRU APRIL 23RD, 2014 at the Prescott Downtown Library, 215 E. Goodwin Street; City of Prescott Lobby and in the Community Development Planning Office, 201 S. Cortez Street; and on the City's website: <http://www.cityofprescott.net/leadership/grants.php>. Members of the public, especially low- and moderate-income persons and public service agencies are encouraged to attend the public hearing and comment on the draft PY2014 Action Plan. For further information, or to submit written comments, please contact CDBG Grants Administrator, City of Prescott, 201 S. Cortez St., Prescott AZ 86303, e-mail: [cdbg@prescott-az.gov](mailto:cdbg@prescott-az.gov) or Phone: (928) 777-1143. The City of Prescott endeavors to make all public meetings accessible to persons with disabilities. With 72 hours advance notice, special assistance can also be provided for sight and/or hearing impaired persons at public meetings. Please call 777-1100 (voice) or (TDD) to request an accommodation to participate in this meeting. Publish 3 TO March 16th, April 21st and April 30th, 2014



## APPENDIX CDBG ACTION PLAN Program Year 2014

Submitted to HUD 05/16/14





**COUNCIL AGENDA MEMO**

**MEETING DATE/TYPES: COMBINED WORKSHOP  
AND SPECIAL MEETING 5-6-14**

**DEPARTMENT: Community Development**

**AGENDA ITEM: Public Hearing for 2014/2015 CDBG Annual Action Plan**

**Approved By:**

**Date:**

<b>Director:</b> Guice, Tom	04/23/2014
<b>City Manager:</b> McConnell, Craig	<i>Craig McConnell 4-29-14</i>

**Item Summary**

As a Community Development Block Grant (CDBG) entitlement community, the City of Prescott is responsible for developing an Annual Action Plan to set forth how CDBG funds will be expended. The plan is both a budget and an implementation component of the 2010-2014 CDBG Consolidated Plan adopted by Council May 11, 2010. A Citizens Advisory Committee was appointed to assist Council in developing the Annual Action Plan.

**Background**

The City held a Citizen Advisory Committee public meeting on November 13, 2013, in preparation for developing a timeline and draft action plan for CDBG Program Year 2014. A workshop for applicants was conducted on January 15, 2014. Letters and e-mail communication inviting 501c3 non-profit service providers to apply for CDBG funds were distributed prior to the workshop date. The workshop was attended by over 30 organizations who directly serve low to moderate income clients. Ongoing communication and application deadline notices have been sent to workshop attendees.

The CDBG Citizens Advisory Committee held the first Program Year 2014 public hearing on March 5, 2014, to allow for public service grant request presentations from non-profit providers, and to hear comments from the public. The Citizens Advisory Committee received five project requests from non-profit public service providers and one request for a public facility project.

Requirements of the Annual Action Plan also include a 30-day public comment period which began March 24, 2014, and ended April 23, 2014. No written comments were received.



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

Submitted to HUD 05/16/14

**Agenda Item: Public Hearing for 2014/2015 CDBG Annual Action Plan**

The anticipated funding allocation for Program Year 2014 is \$238,655. Of this amount, a maximum of 15% (\$35,798) may be used for public service projects; 20% for administrative costs (\$47,731) which include legal notification, advertisements, training, and personnel cost. The balance (\$155,126) can be used for public facility development, infrastructure, rehabilitation, renovation and/or housing activities that benefit low-to moderate-income persons.

To be eligible for funding, one of three CDBG national objectives must be met:

- The project must benefit low-to moderate-income persons or clientele
- The project must eliminate slums or blight on an "area" or "spot" basis
- The project must meet a recent "urgent" need that poses a serious and immediate threat to the health or welfare of the community and cannot be corrected with other sources of funding.

Using the 2010-2014 Consolidated Plan and the CDBG national objectives as guides, the Citizens Advisory Committee held public meetings on November 13, 2013, March 5, 2014, March 12, 2014, and April 30, 2014, to discuss the applications and to formulate a recommendation to Council. The Committee recommends that the projects listed and described in Attachment 1 be funded with the anticipated PY2014 allocation award in the amount of \$238, 655.

In addition to the Committee's recommendation, \$100,963 of carry-over funds from previous budget years are still available for eligible projects. It is recommended that these carryover dollars be reprogrammed to fully fund public facility improvements for the Prescott Area Family Shelter and the Adult Day Care Center projects, for which the current working estimates exceed their PY2013 funded budgets. These two public facility contracts were bid out, but only received one proposal each, which far exceeded the budgeted amounts. The cause appears to be that the original estimates provided by the applicants did not take into account the more active development environment now being experienced, resulting in higher costs. Both projects are beneficial to the community and would be appropriate recipients of the additional funding. The Citizens Advisory Committee will discuss this additional allocation of carryover funds at a meeting April 30, 2014. Their comments will be included in the presentation to Council on May 6, 2014, and in the report for the Council meeting of May 13, 2014.

In addition to the two projects, there is also a potential to develop a single family housing emergency repair fund in the amount of \$24,000 that could address Low-to-Moderate Income health and safety home repairs. Partnerships with local organizations that serve in this capacity would be sought, with funding for emergency repairs allocated on a case-by-case basis administered by the City.

If Council approves the use of carryover funds as described above, the total CDBG allocation budgeted through the Program Year 2014 Annual Action Plan would be \$339,618. The May 6<sup>th</sup> Council item is for a public hearing. An action item will be placed on the May 13, 2014, agenda for Council consideration of a resolution adopting the 2014 Annual Action Plan.



Agenda Item: Public Hearing for 2014/2015 CDBG Annual Action Plan

**Financial Impact**

Fiscal Year 2015 Budget Allocation Proposed:       \$339,618

The recommended allocations are subject to change upon receipt of the final allocation amount from HUD. The final allocation confirmation is usually received in August of each year.

**Attachments**

1. Annual Action Plan Budget Table

**Recommended Action:** Conduct the Public Hearing for the 2014/2015 CDBG Annual Action Plan for the City of Prescott (no motion or vote required).



Submitted to HUD 05/16/14



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**



# AGENDA

**PRESCOTT CITY COUNCIL  
REGULAR VOTING MEETING  
Tuesday, May 13, 2014  
3:00 PM**

**Council Chambers  
201 South Cortez Street  
Prescott, Arizona 86303  
(928) 777-1100**

The following Agenda will be considered by the Prescott City Council at its **Regular Voting Meeting** pursuant to the Prescott City Charter, Article II, Section 13. Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02. One or more members of the Council may be attending this meeting through the use of a technological device.

- ◆ **CALL TO ORDER**
- ◆ **INTRODUCTIONS**
- ◆ **INVOCATION**                      Reverend Darrin Merlino  
Sacred Heart Catholic Church
- ◆ **PLEDGE OF ALLEGIANCE**      Councilman Blair
- ◆ **ROLL CALL**

**MAYOR AND CITY COUNCIL**

Mayor Kuykendall	
Mayor Pro Tem Lamerson	Councilman Kuknyo
Councilman Arnold	Councilman Lazzell
Councilman Blair	Councilwoman Wilcox

- ◆ **ANNOUNCEMENTS**
- ◆ **PROCLAMATION**

A. Proclaiming May 2014 as Motorcycle Safety and Awareness Month

**I. CONSENT AGENDA**

**CONSENT ITEMS I.A. – I.G. LISTED BELOW MAY BE ENACTED BY ONE MOTION. ANY ITEM MAY BE REMOVED AND DISCUSSED IF A COUNCIL**



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

Submitted to HUD 05/16/14

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MEMBER SO REQUESTS.

- A. Approval of minutes for the Council meetings held on April 8, 2014, April 22, 2014, and April 23, 2014
- B. Adoption of Resolution No. 4220-1429, approving a Memorandum of Understanding (MOU) with the Northern Arizona Veterans Affairs Police Department (NAVAPD) providing for interagency cooperation
- C. Approval of purchase of two (2) ea. D-600 six cubic-yard vertical stationary compactors from Wastequip, Inc., using NJPA Contract No. 060612-WQI pricing in the total amount of \$17,591.73 (Solid Waste Operating Fund)
- D. Authorization to file an appeal in Case No. CV-13-08236-PCT-JAT, Pure Wafer adv. City of Prescott
- E. Revision of plat of Estancia de Prescott, Phase One, to modify the disturbable envelope (building footprint) of Lot 10 to allow for the construction of a single-family residence (Applicant: Chris Larson, Prescott)
- F. Revision of Plat RP12-001, splitting portions of Lots 402, 403 and 409 to create a new lot in the Idylwild Tract subdivision (Owner: John D. Cargill, Prescott AZ)
- G. Approval of submission of a 2014 Arizona Wildland Fire Hazardous Fuels Project Grant application to the Arizona Division of Forestry; and ratification of submittal of a grant request to Yavapai County for Title III forest project funding

**RECOMMENDED ACTION: MOVE to approve Consent Agenda Items I.A.-I.G.**

II. REGULAR AGENDA

- A. Public Hearing and consideration of a Series 12, Restaurant, liquor license application from Vernon Rex Cullum, applicant for Tara, located at 115 South Cortez Street



**RECOMMENDED ACTION:** (1) MOVE to close the Public Hearing; and (2) MOVE to approve/deny Liquor License Application No. 12133582, for a Series 12, Restaurant, license, for Tara located at 115 South Cortez Street.

- B. Appointment of Seymour Petrovsky to the Fire Board of Appeals

**RECOMMENDED ACTION:** MOVE to appoint Seymour Petrovsky to the Fire Board of Appeals, term to expire March 2016.

- C. Adoption of the 2014/2015 CDBG Annual Action Plan and adoption of Resolution No. 4224-1433 authorizing application for Community Development Block Grant funds

**RECOMMENDED ACTION:** (by separate motions): 1) MOVE to adopt the City of Prescott 2014/2015 CDBG Annual Action Plan; and 2) MOVE to adopt Resolution No. 4224-1433.

- D. Approval of Final Plat FP14-001 for Granite Dells Estates Phase 1A PAD, a 208 lot single-family subdivision on 39.17 acres located south of State Route 89A, east of the Peavine Trail, and west of Granite Dells Parkway. (Owner: Granite Dells Estates Properties / Michael Fann, Prescott, AZ)

**RECOMMENDED ACTION:** MOVE to approve FP14-001 for the Granite Dells Estates Phase 1A PAD.

- E. Approval of purchase of one (1) ea. Caterpillar skidsteer loader with mulcher attachment from Empire Equipment of Prescott for the Fire Department fuels reduction program using City of Tucson/National Intergovernmental Purchasing Alliance Contract No. 120377 pricing in the total amount of \$136,992.61 (City Contract No. 2014-180; General Fund)

**RECOMMENDED ACTION:** MOVE to approve the purchase of one (1) ea. Caterpillar skidsteer loader with mulcher attachment from Empire Equipment of Prescott using City of Tucson/National Intergovernmental Purchasing Alliance Contract No. 120377 pricing in the total amount of \$136,992.61 (City Contract No. 2014-180).

- F. Adoption of Ordinance No. 4887-1425 authorizing acceptance of a fee simple land donation from Arizona Public Service Company



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**



**COUNCIL AGENDA MEMO**

**MEETING DATE/TYPES: VOTING SESSION 5-13-14**

**DEPARTMENT: Community Development**

**AGENDA ITEM: Adoption of the 2014/2015 CDBG Annual Action Plan and adoption of Resolution No. 4224-1433 authorizing application for Community Development Block Grant funds**

Approved By:		Date:
Director:	Guice, Tom	05/07/2014
City Manager:	McConnell, Craig	<i>Craig McConnell 5-7-14</i>

**Item Summary**

As a Community Development Block Grant (CDBG) entitlement community that has chosen to accept funds, the City of Prescott is responsible for developing an Annual Action Plan to set forth how those funds will be expended. The plan is both a budget and an implementation component of the 2010-2014 CDBG Consolidated Plan adopted by Council May 11, 2010. A Citizens Advisory Committee has assisted the City in developing the Annual Action Plan.

**Background**

The Citizen Advisory Committee held a public meeting on November 13, 2013, in preparation for developing a timeline and draft action plan for CDBG Program Year 2014. A workshop for applicants was conducted on January 15, 2014. Letters and e-mail communication inviting 501c3 non-profit service providers to apply for CDBG funds were distributed prior to the workshop date. The workshop was attended by over 30 organizations that directly serve low to moderate income clients. Ongoing communication and application deadline notices were sent to workshop attendees.

The CDBG Citizens Advisory Committee held the first Program Year 2014 public hearing on March 5, 2014, to allow for public service grant request presentations from non-profit providers, and to hear comments from the public. The Citizens Advisory Committee received five project requests from non-profit public service providers, and one request for a public facility project.

Requirements of the Annual Action Plan include a 30-day public comment period which began March 24, 2014, and ended April 23, 2014. No written comments were received.



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

Submitted to HUD 05/16/14

**Agenda Item: Adoption of the 2014/2015 CDBG Annual Action Plan and adoption of Resolution No. 4224-1433 authorizing application for Community Development Block Grant funds**

The anticipated funding allocation for Program Year 2014 is \$238,655. Of this amount, a maximum of 15% (\$35,798) may be used for public service projects; 20% for administrative costs (\$47,731) which include legal notification, advertisements, training, and personnel services. The balance (\$155,126) can be used for public facility development, infrastructure, rehabilitation, renovation and/or housing activities that benefit low-to moderate-income persons.

To be eligible for funding, one of three CDBG national objectives must be met:

- The project must benefit low-to moderate-income persons or clientele
- The project must eliminate slums or blight on an "area" or "spot" basis
- The project must meet a recent "urgent" need that poses a serious and immediate threat to the health or welfare of the community and cannot be corrected with other sources of funding.

Using the 2010-2014 Consolidated Plan and the CDBG national objectives as guides, the Citizens Advisory Committee held public meetings on November 13, 2013, March 5, 2014, March 12, 2014, and April 30, 2014, to discuss the applications and to formulate a recommendation to Council. The Committee recommends that the projects listed and described in Attachment 1 be funded with the anticipated PY2014 allocation award in the amount of \$238,655.

In addition to the Committee's recommendation, \$100,963 of carry-over funds from previous budget years are still available for eligible projects. It is recommended that these carryover dollars be reprogrammed to fully fund public facility improvements for the Prescott Area Family Shelter and the Adult Day Care Center projects, for which the current working estimates exceed their PY2013 funded budgets. These two public facility contracts were bid, but only received one proposal each, both far exceeding the budgeted amounts. The cause appears to be that the original estimates provided by the applicants did not take into account the more active development environment now being experienced, resulting in higher costs. Both projects are beneficial to the community and would be appropriate recipients of the additional funding. The Citizens Advisory Committee discussed this additional allocation of carryover funds at a meeting on April 30, 2014. The Committee reviewed and approved the revised Annual Action Plan with the carry-over funds and projects.

In addition to the two projects, there is also a potential to develop a single family housing emergency repair fund in the amount of \$24,000 that could address Low-to-Moderate Income health and safety home repairs. Partnerships with local organizations serving in this capacity would be sought, with funding for emergency repairs allocated on a case-by-case basis administered by the City.

If Council approves the use of carryover funds as described above, the total CDBG allocation budgeted through the Program Year 2014 Annual Action Plan would be \$339,618. Allocations from this amount were presented at last week's public hearing (the May 6, 2014 Council meeting).



**Agenda Item: Adoption of the 2014/2015 CDBG Annual Action Plan and adoption of Resolution No. 4224-1433 authorizing application for Community Development Block Grant funds**

**Financial Impact**

Fiscal Year 2015 Budget Allocation Proposed:       \$339,618

The recommended allocations are subject to change upon receipt of the final funding amount from HUD, usually received in August of each year.

**Attachments**

1. Annual Action Plan Budget Table
2. Resolution No. 4224-1433

**Recommended Action (by separate motions): 1) MOVE to adopt the City of Prescott 2014/2015 CDBG Annual Action Plan; and 2) MOVE to adopt Resolution No. 4224-1433.**



## APPENDIX D - FAIR HOUSING ACTIVITY PY13 - 001

### City WWW - Information

#### Fair Housing Act

Title VIII of the Civil Rights Act of 1968 (Fair Housing Act), as amended, prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including children under the age of 18 living with parents or legal custodians, pregnant women, and people securing custody of children under the age of 18), and handicap (disability).

The Fair Housing Act mandate is carried out by the Community Development Block Grant (CDBG) entitlement jurisdictions. The City of Prescott became an entitlement jurisdiction in 2005. City residents who believe they have been discriminated against in attempting to achieve housing should contact Kathy Dudek, Grants Administrator, 201 S Cortez St, Prescott, AZ 86303 / (928) 777.1143

#### Landlord Tenant Act

 [AZ Landlord Tenant Act](#)

 [AZ Tenant Rights Responsibilities Handbook 2009](#)

#### Additional Resources

[Arizona Department of Housing](#)

1110 West Washington, Suite 310

Phoenix, AZ 85007

602-771-1000

Source: <http://www.cityofprescott.net/leadership/grants.php>



Submitted to HUD 05/16/14



APPENDIX  
CDBG ACTION PLAN  
Program Year 2014

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**ARIZONA RESIDENTIAL  
LANDLORD AND TENANT ACT**  
Revised December 31, 2012



1140 W. Washington, Suite 2000 Phoenix, AZ 85007 [www.azdohousing.gov](http://www.azdohousing.gov)

**ARIZONA TENANTS' RIGHTS AND  
RESPONSIBILITIES HANDBOOK**  
A RESOURCE FOR HOMEOWNERS, RENTERS AND  
PROPERTY MANAGERS



Volunteer Lawyers Program  
County Legal Services  
Serving the People of the Commonwealth  
in partnership with  
Arizona Community Action Association  
Revised August 2011



Submitted to HUD 05/16/14



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

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# **APRIL IS FAIR HOUSING MONTH**



SOUTHWEST FAIR HOUSING COUNCIL

## **FAIR HOUSING SEMINAR**

The City of Prescott  
and  
Northern Arizona Council of Governments (NACOG)  
in collaboration with  
Southwest Fair Housing Council  
are proud to offer  
a **FREE** Fair Housing Seminar

A Representative of Southwest Fair Housing Council will provide an overview of  
Fair Housing laws and  
Affirmatively Furthering Fair Housing (AFFH)

WHEN: **Thursday, April 24, 2014**  
**10:00 am – 12:00 pm**

WHERE: **Prescott Public Library**  
**Founders Suite B**  
**215 E Goodwin Street, Prescott**

**In order to ensure sufficient materials for all attendees, you must RSVP by**  
**April 21, 2014** to Shaun Rydell, City of Prescott, 928-777-1143, or [cdbg@prescott-az.gov](mailto:cdbg@prescott-az.gov)



**APPENDIX**  
**CDBG ACTION PLAN**  
**Program Year 2014**

Submitted to HUD 05/16/14



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# AGENDA

**PRESCOTT CITY COUNCIL  
WORKSHOP  
Tuesday, April 1, 2014  
3:00 PM**

**Council Chambers  
201 South Cortez Street  
Prescott, Arizona 86303  
(928) 777-1100**

The following Agenda will be considered by the Prescott City Council at its **Workshop Meeting** pursuant to the Prescott City Charter, Article II, Section 13. Notice of this meeting is given pursuant to Arizona Revised Statutes, Section 38-431.02. One or more members of the Council may be attending this meeting through the use of a technological device.

- ◆ **CALL TO ORDER**
- ◆ **INTRODUCTIONS**
- ◆ **INVOCATION** Church of Jesus Christ of Latter-Day Saints
- ◆ **PLEDGE OF ALLEGIANCE** Councilwoman Wilcox
- ◆ **ROLL CALL**

#### MAYOR AND CITY COUNCIL

Mayor Kuykendall  
Mayor Pro Tem Lamerson Councilman Kuknyo  
Councilman Arnold Councilman Lazzell  
Councilman Blair Councilwoman Wilcox

- ◆ **ANNOUNCEMENTS**
- ◆ **PRESENTATIONS**

Recognition of Mark Nietupski, Public Works Director – Service to the City

#### **I. PROCLAMATIONS**

- A. Proclaiming April 1, 2014 as Mayors Day of Recognition for National Service
- B. Proclaiming April 13 - 19, 2014 as National Library Week
- C. Proclaiming April 2014 as Fair Housing Month in the City of Prescott, Arizona



Submitted to HUD 05/16/14

**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

FF

## Public Service Announcement PSA – Fair Housing



Contact: Pete Wertheim, Communications  
and Public Affairs Manager  
Office: (928) 777-1362  
Cell: (602) 515-3847  
[pete.wertheim@prescott-az.gov](mailto:pete.wertheim@prescott-az.gov)

*April is Fair Housing Month - Free Seminar on April 24<sup>th</sup>*

### FOR IMMEDIATE RELEASE

PRESCOTT, AZ (April 16, 2014) – April is Fair Housing Month and the City of Prescott is inviting anyone interested to learn more about Fair Housing laws to attend a free seminar on Thursday, April 24<sup>th</sup> from 10 a.m. to 12 p.m. at the Prescott Public Library. The seminar is being sponsored by the City of Prescott, Northern Arizona Council of Governments in collaboration with the Southwest Fair Housing Council.

A representative of the Southwest Fair Housing Council will provide an overview of Fair Housing laws and Affirmatively Furthering Fair Housing, a program to advance the purposes of the Fair Housing Act.

Title VIII of the Civil Rights Act of 1968, known as the Fair Housing Act, prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including children under the age of 18 living with parents or legal custodians, pregnant women, and people securing custody of children under the age of 18), and disability.

Fair Housing is applicable to most housing including sales, rentals, new buildings, and mortgage lending and financing.

In order to ensure sufficient materials for all attendees, participants must RSVP by April 21st to Shaun Rydell, Community Program Manager at 928-777-1143 or [cdbg@prescott-az.gov](mailto:cdbg@prescott-az.gov).

###



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

Submitted to HUD 05/16/14



GG

# The Daily Courier

Friday, April 18, 2014

## Fair Housing laws will be focus of April 24 seminar

The Daily Courier

Friday, April 18, 2014

PRESCOTT, Arizona - April is Fair Housing Month, and the [City of Prescott](#) is co-sponsoring a free seminar next week on laws pertaining to Fair Housing.

The seminar, which is open to the public, will take place from 10 a.m. to noon, Thursday, April 24, at the [Prescott Public Library](#), 215 E. Goodwin St.

The city and the Northern Arizona Council of Governments are sponsoring the seminar, in cooperation with the Southwest Fair Housing Council.

A representative of the Southwest Fair Housing Council will provide an overview of Fair Housing laws and Affirmatively Furthering Fair Housing, a program to advance the purposes of the Fair Housing Act, according to a news release from the city.

Title VIII of the Civil Rights Act of 1968, known as the Fair Housing Act, prohibits discrimination in the sale, rental, and financing of dwellings, and in other housing-related transactions, based on race, color, national origin, religion, sex, familial status (including children under the age of 18 living with parents or legal custodians, pregnant women, and people securing custody of children under the age of 18) and disability.

Fair Housing is applicable to most housing, including sales, rental, new buildings, and mortgage lending and financing.

In order to ensure sufficient materials for all attendees at the seminar, the city is requiring that participants RSVP by April 21 to Shaun Rydell, Community Program Manager, at 928-777-1143, or at [cdbg@prescott-az.gov](mailto:cdbg@prescott-az.gov).

### Related Links:

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™ Software © 1998-2014 Insp1 Software, All Rights Reserved

<http://dcourier.com/print.asp?SectionID=1&SubsectionID=1086&ArticleID=130766>

5/14/2014



## APPENDIX CDBG ACTION PLAN Program Year 2014

Submitted to HUD 05/16/14

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**APPENDIX E - RESOLUTION**



Submitted to HUD 05/16/14



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

**RESOLUTION NO. 4224-1433**

**A RESOLUTION OF THE MAYOR AND COUNCIL OF THE CITY OF PRESCOTT, YAVAPAI COUNTY, ARIZONA, AUTHORIZING SUBMISSION OF APPLICATIONS FOR FY 2015 COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS ("CDBG"), CERTIFYING THAT SAID APPLICATIONS MEET THE COMMUNITY'S PREVIOUSLY IDENTIFIED HOUSING AND COMMUNITY DEVELOPMENT NEEDS AND THE REQUIREMENTS OF THE CDBG PROGRAM AND AUTHORIZING ALL ACTIONS NECESSARY TO IMPLEMENT AND COMPLETE THE ACTIVITIES OUTLINED IN SAID APPLICATIONS.**

**RECITALS:**

WHEREAS, the City of Prescott ("Prescott") is desirous of undertaking community development activities; and

WHEREAS, Prescott is an Entitlement Community and is administering the CDBG Program;

WHEREAS, the "Entitlement Community, CDBG Program" requires that CDBG funds requested address one of the three Congressional mandated National Objectives; and

WHEREAS, the activities within these applications address the community's identified housing and community development needs, including the needs for low and moderate income people; and

WHEREAS, an Entitlement Community of CDBG funds is required to comply with the program guidelines and Federal Statutes and regulations.

**ENACTMENTS:**

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF PRESCOTT AS FOLLOWS:

Section 1. THAT the City of Prescott hereby authorizes application be made to the Department of Housing and Urban Development for FY 2015, Program Year 2014 CDBG funds, and authorizing the Mayor and staff to sign applications and contracts or grant documents for the receipt and use of these funds and further authorizing the Mayor and staff to take all actions necessary to implement and complete the activities submitted in said applications

Section 2. THAT the applications for CDBG funds meet the requirements of low to moderate income benefit for activities justified as benefitting low and moderate income people, aids in the prevention or elimination of slum and blight or addresses an urgent need that poses a threat to health.



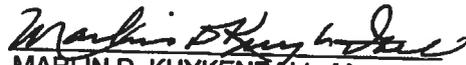
**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

Submitted to HUD 05/16/14

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Section 3. THAT the City of Prescott will comply with all Entitlement CDBG Program guidelines, Federal Statutes and regulations applicable to the CDBG Program and certifications contained in these applications.

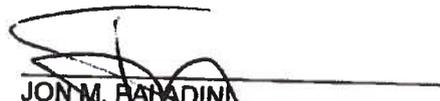
PASSED, APPROVED AND ADOPTED by the Mayor and Council of the City of Prescott this 13th day of May, 2014.

  
MARLIN D. KUYKENDALL, Mayor

ATTEST:

  
DANA R. DeLONG  
City Clerk

APPROVED AS TO FORM:

  
JON M. PABARDINI  
City Attorney



**APPENDIX**  
**CDBG ACTION PLAN**  
**Program Year 2014**

Submitted to HUD 05/16/14



KK

# **CERTIFICATE OF CLERK**

**City of Prescott**

**State of Arizona**  
**County of Yavapai** } **ss**

*I, Dana R. DeLong, the duly appointed and qualified City Clerk of the City of Prescott, Arizona, do hereby certify that the foregoing is a true and correct copy of Mayor and Council Resolution No. 4224-1433, which was passed and adopted by the Mayor and Council of the City of Prescott, Arizona, at a meeting held on May 13, 2014, at which a quorum was present.*

***In Witness Whereof**, I have hereunto set my hand and affixed the seal of the City of Prescott, Arizona on May 14, 2014.*

*Total of 2 page(s) certified.*

  
City Clerk



Submitted to HUD 05/16/14



**APPENDIX**  
**CDBG ACTION PLAN**  
**Program Year 2014**

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**ATTACHMENT F - SF424 Projects**



Submitted to HUD 05/16/14



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

MM

Grantee Name: City of Prescott

CPMP Version 2.0

**Project Name:** PY14-001 Fair Housing

**Descriptions:** IDIS Project #: UOG Code:

Fair Housing Programs Education and Public Service Activities

---

**Locations:** 201 S. Cortez Street Prescott, AZ 86303

**Priority Need Category:** Select one: Planning/Administration

**Explanation:**

**Project Name:** City wide - Fair Housing Educational Activities, Publications \$1200

**6/30/2013**

**Objective Category:**  
 Decent Housing  
 Suitable Living Environment  
 Economic Opportunity

**Outcome Categories:**  
 Availability/Accessibility  
 Affordability  
 Sustainability

**Specific Objectives:**  
 1 Improve access to affordable rental housing  
 2 Improve economic opportunities for low-income persons  
 3 Improve the services for low/mod income persons

Project-level Accomplishments	01 People	Proposed	25	Accompl. Type:	Proposed
		Underway			Underway
		Complete			Complete
		Proposed			Proposed
		Underway			Underway
		Complete			Complete
		Proposed			Proposed
		Underway			Underway
		Complete			Complete

Proposed Outcome	Performance Measure	Actual Outcome

**05 Public Services (General) 570.201(e)** Habits Codes

**031 Fair Housing Activities (if CDBG, then subject to 570.201(e))** Habits Codes

**21D Fair Housing Activities (subject to 20% Admin cap) 570.206** **21A General Program Administration 570.206**

Program Year	Fund Source	Proposed Amt.	Actual Amount	Fund Source	Proposed Amt.	Actual Amount	Accompl. Type	Proposed Units	Actual Units
Program Year 1									
Program Year 2									
Program Year 3									
Program Year 4									
Program Year 5									

PY14- 001 Fair Housing

CPMP



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

Submitted to HUD 05/16/14

NN

Project Name: <b>CDBG PY14-002 Program Administration -</b>		
Description:	IDIS Project #: UOG Code:	
All administration costs to provide implementation and completion of this grant including advertising, noticing, bid preparation costs, wages, etc.		
Location: 201 S. Cortez Street Prescott, AZ 86303	Priority Need Category <b>Select one:</b> Planning/Administration	
Project Name: 6/30/2015	Explanation: General Administration 20% = \$46,531	
Objective Category <input type="radio"/> Decent Housing <input type="radio"/> Sustainable Living Environment <input type="radio"/> Economic Opportunity	Specific Objectives 1. Improve the services for low/mod income persons 2. Improve quality / increase quantity of public improvements for lower income persons 3.	
Outcome Categories <input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability		
Project-level Accomplishments	Accompl. Type: Proposed Underway Complete	Accompl. Type: Proposed Underway Complete
	Accompl. Type: Proposed Underway Complete	Accompl. Type: Proposed Underway Complete
	Accompl. Type: Proposed Underway Complete	Accompl. Type: Proposed Underway Complete
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	Accompl. Type: Proposed Underway Complete	Accompl. Type: Proposed Underway Complete
	Accompl. Type: Proposed Underway Complete	Accompl. Type: Proposed Underway Complete
Proposed Outcome: Administration	Performance Measure	Actual Outcome
21A General Program Administration 370 206		Matrix Codes
Matrix Codes		Matrix Codes
Matrix Codes		Matrix Codes
Program Year 1	Fund Source: Proposed Amt. Actual Amount	Fund Source: Proposed Amt. Actual Amount
	Fund Source: Proposed Amt. Actual Amount	Fund Source: Proposed Amt. Actual Amount
	Accompl. Type: Proposed Units Actual Units	Accompl. Type: Proposed Units Actual Units
	Accompl. Type: Proposed Units Actual Units	Accompl. Type: Proposed Units Actual Units
Program Year 2	Fund Source: Proposed Amt. Actual Amount	Fund Source: Proposed Amt. Actual Amount
	Fund Source: Proposed Amt. Actual Amount	Fund Source: Proposed Amt. Actual Amount
	Accompl. Type: Proposed Units Actual Units	Accompl. Type: Proposed Units Actual Units
	Accompl. Type: Proposed Units Actual Units	Accompl. Type: Proposed Units Actual Units
Program Year 3	CDBG: Proposed Amt. Actual Amount	Fund Source: Proposed Amt. Actual Amount
	Fund Source: Proposed Amt. Actual Amount	Fund Source: Proposed Amt. Actual Amount
	Accompl. Type: Proposed Units Actual Units	Accompl. Type: Proposed Units Actual Units
	Accompl. Type: Proposed Units Actual Units	Accompl. Type: Proposed Units Actual Units
Program Year 4	Fund Source: Proposed Amt. Actual Amount	Fund Source: Proposed Amt. Actual Amount
	Fund Source: Proposed Amt. Actual Amount	Fund Source: Proposed Amt. Actual Amount
	Accompl. Type: Proposed Units Actual Units	Accompl. Type: Proposed Units Actual Units
	Accompl. Type: Proposed Units Actual Units	Accompl. Type: Proposed Units Actual Units
Program Year 5	CDBG: Proposed Amt. 46,531 Actual Amount	Fund Source: Proposed Amt. Actual Amount
	Fund Source: Proposed Amt. Actual Amount	Fund Source: Proposed Amt. Actual Amount
	Other: Proposed Units Actual Units 1	Accompl. Type: Proposed Units Actual Units
	Accompl. Type: Proposed Units Actual Units	Accompl. Type: Proposed Units Actual Units



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

<b>Project Name:</b> PY14-003 Prescott Meals on Wheels Targeted Nutrition to Seniors <b>Descriptions:</b> IDIS Project #: UOG Codes: UOG Code • Prescott Meals on Wheels - Homebound elderly program serving nutritious daily, weekend and emergency meals to the homebound and/or disabled seniors. Public Service, Low Moderate Clientele (LMC). Funding Plan \$23,600																																					
<b>Location:</b> Rowie P. Simmons Community Center 1290 E. Rosser Street Prescott, AZ 86301	<b>Priority Need Category:</b> Select one: Public Services																																				
<b>Expected Completion Date:</b> 6/30/2013 <b>Objective Category:</b> <input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	<b>Explanation:</b> • Prescott Meals on Wheels - Serving nutritious daily, weekend and emergency meals to the homebound and/or disabled seniors. Public Service, Low Moderate Clientele (LMC). Underwrite 40% of Food Cost Funding Plan \$23,600																																				
<b>Outcome Categories:</b> <input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability	<b>Specific Objectives:</b> 1. Improve the services for low/mod income persons 2. 3.																																				
<b>Project-level Accomplishments</b> 01 People	<table border="1"> <tr> <td>Proposed</td> <td>132</td> <td>Accompl. Type</td> <td>Proposed</td> </tr> <tr> <td>Underway</td> <td></td> <td></td> <td>Underway</td> </tr> <tr> <td>Complete</td> <td></td> <td></td> <td>Complete</td> </tr> <tr> <td>Accompl. Type</td> <td>Proposed</td> <td>Accompl. Type</td> <td>Proposed</td> </tr> <tr> <td></td> <td>Underway</td> <td></td> <td>Underway</td> </tr> <tr> <td></td> <td>Complete</td> <td></td> <td>Complete</td> </tr> <tr> <td>Accompl. Type</td> <td>Proposed</td> <td>Accompl. Type</td> <td>Proposed</td> </tr> <tr> <td></td> <td>Underway</td> <td></td> <td>Underway</td> </tr> <tr> <td></td> <td>Complete</td> <td></td> <td>Complete</td> </tr> </table>	Proposed	132	Accompl. Type	Proposed	Underway			Underway	Complete			Complete	Accompl. Type	Proposed	Accompl. Type	Proposed		Underway		Underway		Complete		Complete	Accompl. Type	Proposed	Accompl. Type	Proposed		Underway		Underway		Complete		Complete
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Accompl. Type	Proposed	Accompl. Type	Proposed																																		
	Underway		Underway																																		
	Complete		Complete																																		
<b>Proposed Outcome:</b> Sustainability	<b>Performance Measure:</b> Track number of meal and well visits conducted in 12 mo period, document food costs.																																				
<b>Actual Outcome:</b>																																					
03A Senior Services 370 281(e) Matrix Codes																																					
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<b>Program Year 1</b>	<table border="1"> <tr> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> </tr> <tr> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> </tr> <tr> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> </tr> <tr> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> </tr> </table>	Fund Source:	Proposed Amt.	Actual Amount	Fund Source:	Proposed Amt.	Actual Amount	Fund Source:	Proposed Amt.	Actual Amount	Fund Source:	Proposed Amt.	Actual Amount	Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units												
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Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units																																
<b>Program Year 2</b>	<table border="1"> <tr> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> </tr> <tr> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> </tr> <tr> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> </tr> <tr> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> </tr> </table>	Fund Source:	Proposed Amt.	Actual Amount	Fund Source:	Proposed Amt.	Actual Amount	Fund Source:	Proposed Amt.	Actual Amount	Fund Source:	Proposed Amt.	Actual Amount	Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units												
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<b>Program Year 3</b>	<table border="1"> <tr> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> </tr> <tr> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> </tr> <tr> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> </tr> <tr> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> </tr> </table>	Fund Source:	Proposed Amt.	Actual Amount	Fund Source:	Proposed Amt.	Actual Amount	Fund Source:	Proposed Amt.	Actual Amount	Fund Source:	Proposed Amt.	Actual Amount	Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units												
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Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units																																
Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units																																
<b>Program Year 4</b>	<table border="1"> <tr> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> </tr> <tr> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> </tr> <tr> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> </tr> <tr> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> </tr> </table>	Fund Source:	Proposed Amt.	Actual Amount	Fund Source:	Proposed Amt.	Actual Amount	Fund Source:	Proposed Amt.	Actual Amount	Fund Source:	Proposed Amt.	Actual Amount	Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units												
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Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units																																
Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units																																
<b>Program Year 5</b>	<table border="1"> <tr> <td>CRRC</td> <td>Proposed Amt.</td> <td>23,600</td> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> </tr> <tr> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> <td>Fund Source:</td> <td>Proposed Amt.</td> <td>Actual Amount</td> </tr> <tr> <td>01 People</td> <td>Proposed Units</td> <td>132</td> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> </tr> <tr> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> <td>Accompl. Type:</td> <td>Proposed Units</td> <td>Actual Units</td> </tr> </table>	CRRC	Proposed Amt.	23,600	Fund Source:	Proposed Amt.	Actual Amount	Fund Source:	Proposed Amt.	Actual Amount	Fund Source:	Proposed Amt.	Actual Amount	01 People	Proposed Units	132	Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units	Accompl. Type:	Proposed Units	Actual Units												
CRRC	Proposed Amt.	23,600	Fund Source:	Proposed Amt.	Actual Amount																																
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01 People	Proposed Units	132	Accompl. Type:	Proposed Units	Actual Units																																
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**APPENDIX  
 CDBG ACTION PLAN  
 Program Year 2014**

<b>Project Name:</b> PY14 004 Horizons Disability Empowerment Center - Transportation <b>Descriptions:</b> IDIS Project #: UOG Code: • Horizons Disability Empowerment Center - Round trip transportation services to Department of Economic Security Clients participating in vocational training. Directly assisting Low Moderate Clientele (LMC) Funding Plan \$2,500	
<b>Location:</b> 8085 E. Manley Drive, Prescott Valley, AZ 86314 772-1266 web site www.newhorizonslc.org	<b>Priority Need Category</b> Select one: Public Services
<b>Expected Completion Date:</b> 6/30/2015	<b>Explanation:</b> - Round trip transportation services to Department of Economic Security Clients participating in vocational training. Directly assisting Low Moderate Clientele (LMC) Funding Plan \$2,500
<b>Objective Category</b> <input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	<b>Specific Objectives</b> 1. Improve the services for low/med income persons 2. 3.
<b>Outcome Categories</b> <input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	
<b>Project-level Accomplishments</b> 01 People Proposed 25 Underway Complete Accompl. Type: Proposed Underway Complete Proposed Underway Complete Accompl. Type: Proposed Underway Complete	
<b>Proposed Outcome</b> Availability	<b>Performance Measure</b> Number of Roundtrip Vouchers Used by Clients
BSE Transportation Services 570.201(e)	Matrix Codes
Matrix Codes	Matrix Codes
Matrix Codes	Matrix Codes
<b>Program Year 1</b> Fund Source: Proposed Amt. Actual Amount Fund Source: Proposed Amt. Actual Amount Accompl. Type: Proposed Units Actual Units Accompl. Type: Proposed Units Actual Units	Fund Source: Proposed Amt. Actual Amount Fund Source: Proposed Amt. Actual Amount Accompl. Type: Proposed Units Actual Units Accompl. Type: Proposed Units Actual Units
<b>Program Year 2</b> Fund Source: Proposed Amt. Actual Amount Fund Source: Proposed Amt. Actual Amount Accompl. Type: Proposed Units Actual Units Accompl. Type: Proposed Units Actual Units	Fund Source: Proposed Amt. Actual Amount Fund Source: Proposed Amt. Actual Amount Accompl. Type: Proposed Units Actual Units Accompl. Type: Proposed Units Actual Units
<b>Program Year 3</b> CDBG Fund Source: Proposed Amt. Actual Amount Fund Source: Proposed Amt. Actual Amount 01 People Proposed Units Actual Units Accompl. Type: Proposed Units Actual Units	Fund Source: Proposed Amt. Actual Amount Fund Source: Proposed Amt. Actual Amount Accompl. Type: Proposed Units Actual Units Accompl. Type: Proposed Units Actual Units
<b>Program Year 4</b> Fund Source: Proposed Amt. Actual Amount Fund Source: Proposed Amt. Actual Amount Accompl. Type: Proposed Units Actual Units Accompl. Type: Proposed Units Actual Units	Fund Source: Proposed Amt. Actual Amount Fund Source: Proposed Amt. Actual Amount Accompl. Type: Proposed Units Actual Units Accompl. Type: Proposed Units Actual Units
<b>Program Year 5</b> CDBG Proposed Amt. 2500 Actual Amount Fund Source: Proposed Amt. Actual Amount Fund Source: Proposed Amt. Actual Amount 01 People Proposed Units 25 Actual Units Accompl. Type: Proposed Units Actual Units	Fund Source: Proposed Amt. Actual Amount Fund Source: Proposed Amt. Actual Amount Accompl. Type: Proposed Units Actual Units Accompl. Type: Proposed Units Actual Units



<b>Project Name:</b> PY14-005 Prescott Area Restorative Justice in Schools	
<b>Description:</b> IDIS Project #: UOG Code: • Cornucopia Community Advocates - Prescott Area Restorative Justice requested funding to expand restorative justice training and practices in up to three public schools. Public service funding support. Public Service, youth crime prevention - LMC Funding Plan \$5,000	
<b>Location:</b> Prescott High School, Granite Mountain Middle School or Mile High Middle School	<b>Priority Need Category:</b> Select one: Public Services
<b>Explanation:</b> • Cornucopia Community Advocates - Prescott Area Restorative Justice requested funding to expand restorative justice training and practices in three public schools. Public service funding support. Program directed at youth reduce drop out rates, conflict management and school suspension to at risk youth attending	
<b>Objective Category:</b> <input type="radio"/> Decent Housing <input checked="" type="radio"/> Sustainable Living Environment <input type="radio"/> Economic Opportunity	<b>Specific Objectives:</b> 1. Improve the services for low/mid income persons 2. 3.
<b>Outcome Categories:</b> <input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	
<b>Project-level Accomplishments:</b>	
01 People	Proposed 24 Underway Complete
09 Organizations	Proposed 1 Underway Complete
01 People	Proposed Underway Complete
<b>Proposed Outcome:</b> Availability - Improved services	
<b>Performance Measure:</b> Track number of youth participants served	
<b>Actual Outcome:</b>	
USD Youth Services 370.201(e)	
Matrix Codes	
<b>Program Year 1</b>	
Fund Source:	Proposed Amt. Actual Amount
Fund Source:	Proposed Amt. Actual Amount
Accompl. Type:	Proposed Units Actual Units
Accompl. Type:	Proposed Units Actual Units
<b>Program Year 2</b>	
Fund Source:	Proposed Amt. Actual Amount
Fund Source:	Proposed Amt. Actual Amount
Accompl. Type:	Proposed Units Actual Units
Accompl. Type:	Proposed Units Actual Units
<b>Program Year 3</b>	
CDBG	Proposed Amt. Actual Amount
Fund Source:	Proposed Amt. Actual Amount
00 Organizations	Proposed Units Actual Units
01 People	Proposed Units Actual Units
<b>Program Year 4</b>	
Fund Source:	Proposed Amt. Actual Amount
Fund Source:	Proposed Amt. Actual Amount
Accompl. Type:	Proposed Units Actual Units
Accompl. Type:	Proposed Units Actual Units
<b>Program Year 5</b>	
CDBG	Proposed Amt. 5000 Actual Amount
Fund Source:	Proposed Amt. Actual Amount
01 People	Proposed Units 24 Actual Units
Accompl. Type:	Proposed Units Actual Units



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

CHP Version 2.0 Grantee Name: City of Prescott

Project Name: <b>PY14-006 Prescott Alzheimer's Care and Support Program</b>																																																		
Description:	IDIS Project #: UOG Code: UOG Code Alzheimer's Association, Desert SW Chapter, Northern Arizona Region proposed to develop a Prescott Alzheimer's care and support program for patients and with an emphasis on the caregivers education and support. Funding requested is a public service. Low Moderate Clientele (LMC) Funding Plan \$2,500																																																	
Locations:	Priority Need Category																																																	
3111 Clearwater Drive, Suite A Prescott, Az 86305 928-771-9257 www.ralz.org/dsw Help Line 800-272-3900	Select one: <b>RH-Services</b>																																																	
Expected Completion Date:	Explanation:																																																	
6/30/2015	Meet the unmet support and needs for seniors with Alzheimer's to include a program to assist families and caregivers. Expanding help/ informational and referral services to Prescott residence. Funding Plan \$2,500																																																	
Objective Category	Specific Objectives																																																	
<input type="radio"/> Decent Housing <input checked="" type="radio"/> Sustainable Living Environment <input type="radio"/> Economic Opportunity	1. <b>Improve services for low income seniors</b> 2. 3.																																																	
Outcome Categories																																																		
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Project-level Accomplishments																																																		
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Accompl. Type	Proposed		Accompl. Type	Proposed																																														
	Underway			Underway																																														
	Complete			Complete																																														
Proposed Outcome	Performance Measure	Actual Outcome																																																
Increase Availability	Monitor helpline, family care consultations, support group																																																	
SES/Pop/Service	Misc/Goals																																																	
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Misc/Goals	Misc/Goals																																																	
Program Year 1	<table border="1"> <tr><td>Rnd/Status</td><td>Proposed Amt.</td><td></td><td>Rnd/Status</td><td>Proposed Amt.</td><td></td></tr> <tr><td></td><td>Actual Amount</td><td></td><td></td><td>Actual Amount</td><td></td></tr> <tr><td>Rnd/Status</td><td>Proposed Amt.</td><td></td><td>Rnd/Status</td><td>Proposed Amt.</td><td></td></tr> <tr><td></td><td>Actual Amount</td><td></td><td></td><td>Actual Amount</td><td></td></tr> <tr><td>Accompl. Type</td><td>Proposed Units</td><td></td><td>Accompl. Type</td><td>Proposed Units</td><td></td></tr> <tr><td></td><td>Actual Units</td><td></td><td></td><td>Actual Units</td><td></td></tr> <tr><td>Accompl. Type</td><td>Proposed Units</td><td></td><td>Accompl. Type</td><td>Proposed Units</td><td></td></tr> <tr><td></td><td>Actual Units</td><td></td><td></td><td>Actual Units</td><td></td></tr> </table>	Rnd/Status	Proposed Amt.		Rnd/Status	Proposed Amt.			Actual Amount			Actual Amount		Rnd/Status	Proposed Amt.		Rnd/Status	Proposed Amt.			Actual Amount			Actual Amount		Accompl. Type	Proposed Units		Accompl. Type	Proposed Units			Actual Units			Actual Units		Accompl. Type	Proposed Units		Accompl. Type	Proposed Units			Actual Units			Actual Units		
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**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

<b>Project Name:</b> PY14-007 Prescott Shelter Services - Homeless Transition Project <b>Description:</b> IDIS Project #: UOG Code: Prescott Area Shelter Services - Homeless Transition Project proposed to offer households or individuals transitional housing support services and proposed matching funds to pay for moving expenses including utility and rental deposits. Request public service support that is directly assisting Low/Moderate Clientele (LMC) Funding Plan \$2,198																																																																		
<b>Location:</b> Prescott Area Family Shelter 336 N. Rush Street Prescott, AZ 86301 928-778- 5933 www.prescottshelter.org	<b>Priority Need Category:</b> Select one: <b>Homeless/PLS</b>																																																																	
<b>Expected Completion Date:</b> 6/30/2014 <b>Objective Category:</b> <input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	<b>Explanation:</b> Collaborate with homeless populations to offer skill building case management and social, financial institution and educational services in a coordinated one stop service. Offering homeless the the skills necessary to move their persons and families from crisis to stable living conditions.																																																																	
<b>Outcome Categories:</b> <input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	<b>Specific Objectives:</b> 1. Increase the number of funds persons eligible to participate in housing 2. 3.																																																																	
<b>Project-level Accomplishments</b>	<table border="1"> <tr> <td> <table border="1"> <tr><td>Old People</td><td>Proposed</td><td>4</td></tr> <tr><td></td><td>Underway</td><td></td></tr> <tr><td></td><td>Complete</td><td></td></tr> </table> </td> <td> <table border="1"> <tr><td>Accompl. Type</td><td>Proposed</td></tr> <tr><td></td><td>Underway</td></tr> <tr><td></td><td>Complete</td></tr> </table> </td> </tr> <tr> <td> <table border="1"> <tr><td>Accompl. Type</td><td>Proposed</td></tr> <tr><td></td><td>Underway</td></tr> <tr><td></td><td>Complete</td></tr> </table> </td> <td> <table border="1"> <tr><td>Accompl. Type</td><td>Proposed</td></tr> <tr><td></td><td>Underway</td></tr> <tr><td></td><td>Complete</td></tr> </table> </td> </tr> <tr> <td> <table border="1"> <tr><td>Accompl. Type</td><td>Proposed</td></tr> <tr><td></td><td>Underway</td></tr> <tr><td></td><td>Complete</td></tr> </table> </td> <td> <table border="1"> <tr><td>Accompl. Type</td><td>Proposed</td></tr> <tr><td></td><td>Underway</td></tr> <tr><td></td><td>Complete</td></tr> </table> </td> </tr> </table>	<table border="1"> <tr><td>Old People</td><td>Proposed</td><td>4</td></tr> <tr><td></td><td>Underway</td><td></td></tr> <tr><td></td><td>Complete</td><td></td></tr> </table>	Old People	Proposed	4		Underway			Complete		<table border="1"> <tr><td>Accompl. Type</td><td>Proposed</td></tr> <tr><td></td><td>Underway</td></tr> <tr><td></td><td>Complete</td></tr> </table>	Accompl. Type	Proposed		Underway		Complete	<table border="1"> <tr><td>Accompl. Type</td><td>Proposed</td></tr> <tr><td></td><td>Underway</td></tr> <tr><td></td><td>Complete</td></tr> </table>	Accompl. Type	Proposed		Underway		Complete	<table border="1"> <tr><td>Accompl. Type</td><td>Proposed</td></tr> <tr><td></td><td>Underway</td></tr> <tr><td></td><td>Complete</td></tr> </table>	Accompl. Type	Proposed		Underway		Complete	<table border="1"> <tr><td>Accompl. Type</td><td>Proposed</td></tr> <tr><td></td><td>Underway</td></tr> <tr><td></td><td>Complete</td></tr> </table>	Accompl. Type	Proposed		Underway		Complete	<table border="1"> <tr><td>Accompl. Type</td><td>Proposed</td></tr> <tr><td></td><td>Underway</td></tr> <tr><td></td><td>Complete</td></tr> </table>	Accompl. Type	Proposed		Underway		Complete																				
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<b>Proposed Outcome:</b> Sustainability	<b>Performance Measure:</b> Track number of persons receiving program services and	<b>Actual Outcome:</b>																																																																
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PY14-007 Prescott

CPMP



**APPENDIX  
 CDBG ACTION PLAN  
 Program Year 2014**

Submitted to HUD 05/16/14

Grantee Name: City of Prescott

CPMP Version 2.0

<b>Project Name:</b> PY14-008 South Dexter Neighborhood Road Improvements																																																	
<b>Description:</b>	<b>IDIS Project #:</b> <b>UOG Code:</b> UOG Code																																																
<p style="font-size: x-small;">This program serves the elderly population through its homebound program as well as in their cafeteria. Approximately 80% of the clientele are low to moderate income. Supporting this public service for the elderly and disabled will help to insure continuation of the service. This particular request is to serve emergency weekend meals to the homebound elderly and disabled.</p>																																																	
<b>Location:</b> Prescott - Dexter Neighborhood Short and Meany Street	<b>Priority Need Category:</b> <b>Select one:</b> <span style="border: 1px solid black; padding: 2px;">Infrastructure</span>																																																
<b>Expected Completion Date:</b> 4/15/2013	<b>Explanation:</b> The South Dexter Neighborhood Road Improvement Project. Public works will manage the contracts to pave and widen Short and Meany street. CDBG funds in the amount of \$140,000 will be leveraged with the cities 0.01 cent sales tax. Funding Plan \$140,000																																																
<b>Objective Category:</b> <input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity	<b>Specific Objectives:</b> 1. <span style="border: 1px solid black; padding: 2px;">Infrastructure/Offsite Improvements</span> 2. <span style="border: 1px solid black; padding: 2px;"></span> 3. <span style="border: 1px solid black; padding: 2px;"></span>																																																
<b>Outcome Categories:</b> <input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability																																																	
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<b>Program Year 5</b>	<table border="1" style="width: 100%; border-collapse: collapse; font-size: x-small;"> <tr> <td><b>CDBG</b></td> <td><b>Proposed Amt.</b></td> <td>140,000</td> <td><b>RndStues</b></td> <td><b>Proposed Amt.</b></td> <td></td> </tr> <tr> <td></td> <td><b>Actual Amount</b></td> <td></td> <td></td> <td><b>Actual Amount</b></td> <td></td> </tr> <tr> <td><b>Other</b></td> <td><b>Proposed Amt.</b></td> <td>60,000</td> <td><b>RndStues</b></td> <td><b>Proposed Amt.</b></td> <td></td> </tr> <tr> <td></td> <td><b>Actual Amount</b></td> <td></td> <td></td> <td><b>Actual Amount</b></td> <td></td> </tr> <tr> <td><b>TRIPAC-Facilities</b></td> <td><b>Proposed Units</b></td> <td>1</td> <td><b>Accmpl. Type</b></td> <td><b>Proposed Units</b></td> <td></td> </tr> <tr> <td></td> <td><b>Actual Units</b></td> <td></td> <td></td> <td><b>Actual Units</b></td> <td></td> </tr> <tr> <td><b>Accmpl. Type</b></td> <td><b>Proposed Units</b></td> <td></td> <td><b>Accmpl. Type</b></td> <td><b>Proposed Units</b></td> <td></td> </tr> <tr> <td></td> <td><b>Actual Units</b></td> <td></td> <td></td> <td><b>Actual Units</b></td> <td></td> </tr> </table>	<b>CDBG</b>	<b>Proposed Amt.</b>	140,000	<b>RndStues</b>	<b>Proposed Amt.</b>			<b>Actual Amount</b>			<b>Actual Amount</b>		<b>Other</b>	<b>Proposed Amt.</b>	60,000	<b>RndStues</b>	<b>Proposed Amt.</b>			<b>Actual Amount</b>			<b>Actual Amount</b>		<b>TRIPAC-Facilities</b>	<b>Proposed Units</b>	1	<b>Accmpl. Type</b>	<b>Proposed Units</b>			<b>Actual Units</b>			<b>Actual Units</b>		<b>Accmpl. Type</b>	<b>Proposed Units</b>		<b>Accmpl. Type</b>	<b>Proposed Units</b>			<b>Actual Units</b>			<b>Actual Units</b>	
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## APPENDIX CDBG ACTION PLAN Program Year 2014

Submitted to HUD 05/16/14

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Grantee Name: City of Prescott

<b>Project Name:</b> PY14-009 Contingency Fund - Public Facilities PY 2013 and PY2014 <b>Description:</b> IDIS Project #: [ ] UOG Code: [ ] UOG Code: [ ] • Contingency Funds for all public facility projects proposed and currently under development in program year 2013 and program year 2014. Funding Plan \$15,126																									
<b>Location:</b> Prescott Area Family Shelter rehab at 337 N Rush Street, Susan J. Rheem exterior grounds improvements and public street construction - Dexter	<b>Priority Need Category:</b> Select one: <b>Non-Homeless Special Needs</b>																								
<b>Expected Completion Date:</b> 4/15/2013	<b>Explanation:</b> • Contingency Funds for all public facility projects proposed and currently under development in program year 2013 and program year 2014. Funding Plan \$15,126																								
<b>Objective Category:</b> <input type="radio"/> Decent Housing <input checked="" type="radio"/> Sustainable Living Environment <input type="radio"/> Economic Opportunity	<b>Specific Objectives:</b> 1. Improve quality / increase quantity of neighborhood facilities for low income persons 2. Increase range of housing options & related services for persons w/ special needs 3. Improve access to affordable owner housing																								
<b>Outcome Categories:</b> <input checked="" type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input type="checkbox"/> Sustainability	<b>Project-level Accomplishments:</b> <table border="1"> <tr> <td>11 Public Facilities</td> <td>Proposed: 1</td> <td>Underway: 2</td> <td>Complete: 0</td> <td>Accompl. Type: [ ]</td> <td>Proposed: [ ]</td> <td>Underway: [ ]</td> <td>Complete: [ ]</td> </tr> <tr> <td>Accompl. Type: [ ]</td> <td>Proposed: [ ]</td> <td>Underway: [ ]</td> <td>Complete: [ ]</td> <td>Accompl. Type: [ ]</td> <td>Proposed: [ ]</td> <td>Underway: [ ]</td> <td>Complete: [ ]</td> </tr> <tr> <td>Accompl. Type: [ ]</td> <td>Proposed: [ ]</td> <td>Underway: [ ]</td> <td>Complete: [ ]</td> <td>Accompl. Type: [ ]</td> <td>Proposed: [ ]</td> <td>Underway: [ ]</td> <td>Complete: [ ]</td> </tr> </table>	11 Public Facilities	Proposed: 1	Underway: 2	Complete: 0	Accompl. Type: [ ]	Proposed: [ ]	Underway: [ ]	Complete: [ ]	Accompl. Type: [ ]	Proposed: [ ]	Underway: [ ]	Complete: [ ]	Accompl. Type: [ ]	Proposed: [ ]	Underway: [ ]	Complete: [ ]	Accompl. Type: [ ]	Proposed: [ ]	Underway: [ ]	Complete: [ ]	Accompl. Type: [ ]	Proposed: [ ]	Underway: [ ]	Complete: [ ]
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Accompl. Type: [ ]	Proposed: [ ]	Underway: [ ]	Complete: [ ]	Accompl. Type: [ ]	Proposed: [ ]	Underway: [ ]	Complete: [ ]																		
<b>Proposed Outcome:</b> have all funding needed to complete public facilities.	<b>Performance Measure:</b> Complete three public facilities that have funding but may	<b>Actual Outcome:</b> [ ]																							
03X Street Improvements 370.201(c)   03B Handicapped Centers 370.201(c) 03C Homeless Facilities (not operating costs) 370.201(c)   Matrix Codes 03 Public Facilities and Improvements (General) 370.201(c)   Matrix Codes																									
<b>Program Year 1</b> Fund Source: [ ] Proposed Amt. [ ] Actual Amount [ ] Fund Source: [ ] Proposed Amt. [ ] Actual Amount [ ] Accompl. Type: [ ] Proposed Units [ ] Actual Units [ ] Accompl. Type: [ ] Proposed Units [ ] Actual Units [ ]	<b>Program Year 2</b> Fund Source: [ ] Proposed Amt. [ ] Actual Amount [ ] Fund Source: [ ] Proposed Amt. [ ] Actual Amount [ ] Accompl. Type: [ ] Proposed Units [ ] Actual Units [ ] Accompl. Type: [ ] Proposed Units [ ] Actual Units [ ]	<b>Program Year 3</b> CDBG: [ ] Proposed Amt. [ ] Actual Amount [ ] Fund Source: [ ] Proposed Amt. [ ] Actual Amount [ ] 01 People: [ ] Proposed Units [ ] Actual Units [ ] Accompl. Type: [ ] Proposed Units [ ] Actual Units [ ]	<b>Program Year 4</b> Fund Source: [ ] Proposed Amt. [ ] Actual Amount [ ] Fund Source: [ ] Proposed Amt. [ ] Actual Amount [ ] Accompl. Type: [ ] Proposed Units [ ] Actual Units [ ] Accompl. Type: [ ] Proposed Units [ ] Actual Units [ ]	<b>Program Year 5</b> CDBG: [ ] Proposed Amt. 15,126 Actual Amount [ ] Fund Source: [ ] Proposed Amt. [ ] Actual Amount [ ] 11 Public Facilities: [ ] Proposed Units 3 Actual Units [ ] Accompl. Type: [ ] Proposed Units [ ] Actual Units [ ]																					

PY14-009 Contingency Fund

1

CPMP



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

Submitted to HUD 05/16/14

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Grantee Name: City of Prescott

LPHF Version 2.0

<b>Project Name:</b> PY14-010 Emergency Home Repair Program																																														
<b>Description:</b>	An Emergency home repair grant fund in the amount of \$24,000 will address local Low Moderate Income person health and safety repairs. Staff is proposing to coordinate partnerships with local organizations that serve in this capacity. Funding for emergency repairs would be allocated on a case by case basis. Repairs or replacements to health or safety emergency repairs for owner-occupied LMI homeowners.																																													
<b>Location:</b>	Various, not yet selected																																													
<b>Priority Need Category:</b>	Select one: Owner Occupied Housing																																													
<b>Expected Completion Date:</b>	6/30/2013																																													
<b>Objective Category:</b>	<input type="radio"/> Decent Housing <input checked="" type="radio"/> Suitable Living Environment <input type="radio"/> Economic Opportunity																																													
<b>Explanation:</b>	Offer community coordination and financial resources to homeowners who have no funding of their own to afford the emergency repairs necessary to provide a suitable living environment. Funding Plan S24,000																																													
<b>Outcome Categories:</b>	<input type="checkbox"/> Availability/Accessibility <input type="checkbox"/> Affordability <input checked="" type="checkbox"/> Sustainability																																													
<b>Specific Objectives</b>																																														
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	Complete			Complete																																										
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148 Rehab; Multi Unit Residential S/O 202	Matrix Codes																																													
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**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

**APPENDIX G - GRANTEE CERTIFICATIONS**



Submitted to HUD 05/16/14



**APPENDIX  
CDBG ACTION PLAN  
Program Year 2014**

## CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

  
Signature/Authorized Official      Date 5/14/14

Mayor, City of Prescott



APPENDIX  
CDBG ACTION PLAN  
Program Year 2014

Submitted to HUD 05/16/14

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### Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation** -- It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan** -- Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan** -- It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds** -- It has complied with the following criteria:

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);
2. **Overall Benefit.** The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) ~~2013~~, ~~2015~~ (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force** -- It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its



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ZZ

jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance With Anti-discrimination laws** – The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint** – Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, subparts A, B, J, K and R;

**Compliance with Laws** – It will comply with applicable laws.

Medi Skay L. Lee 5/14/14  
Signature/Authorized Official Date

Mayor, City of Prescott  
Title



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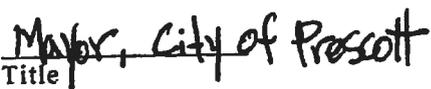
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**OPTIONAL CERTIFICATION  
CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

  
Signature/Authorized Official      Date

  
Title

**APPENDIX TO CERTIFICATIONS**

**INSTRUCTIONS CONCERNING LOBBYING:**

**A. Lobbying Certification**

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.



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Submitted to HUD 05/16/14

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