

**Meeting Agenda
State College Borough
CDBG/Citizens' Advisory Committee
September 15, 2020
Virtual Meeting / Noon**

- I. Call to Order**
- II. Roll Call**
- III. Approval of Minutes**
- IV. Chair Report**
- V. Public Hour - Hearing of Citizens**
- VI. FY 2020 Substantial Amendment**
- VII. FY 2021 Consolidated Annual Action Plan Review and Recommendation**
- VIII. Upcoming Meeting(s)**
- IX. Adjournment**

Documents:

[Complete CDBG Citizens Advisory Committee Agenda - September 15, 2020.pdf](#)

**Meeting Agenda
State College Borough
CDBG/Citizens' Advisory Committee (CAC)
September 15, 2020
Virtual Meeting / Noon**

ATTENTION:

Due to the ongoing COVID-19 pandemic, this meeting will be conducted electronically. The public is invited to participate in the meeting, but they must register to attend. More information is available on the Borough's website at the following link:

<http://www.statecollegepa.us/3162/A-Virtual-Meeting>

Call Borough Administration at (814) 234-7110 with any questions.

I. Call to Order

II. Roll Call

Selden Smith, Chair
David Gaines, Vice-Chair
Ian Boswell
Alexis Burke
Jason Olcese
Marcia Patterson
Bruce Quigley

III. Approval of Minutes – September 1, 2020

IV. Chair Report

V. Public Hour - Hearing of Citizens

VI. FY 2020 Substantial Amendment

Discussions during the three community needs hearings held in 2020 document the need for a homeless shelter and affordable housing options. Before moving forward with a new shelter project consensus was reached during recent CDBG CAC meetings to contract with a trained facilitator experienced in housing to lead a task force, the community and the housing services providers through a gap analysis to an action plan to provide efficient and sustainable, short and long term solutions to the problems of homelessness and the lack of affordable housing options.

Only CDBG Administration funds can be used to pay for planning projects. For this reason a Substantial Amendment is proposed which would reprogram \$24,500 from the CDBG Administration budget. The Administration budget is \$103,936.60 - \$24,500 = \$79,436.60. Such a budget proposal would not normally be proposed since administration

funds are essential to sustaining the capacity to operate the federal grant programs. However, due to provisions of the CARES Act, the federal entitlement administration budget received an unexpected increase of \$43,246.95, making this proposal feasible.

Attached: A Policy Briefing Summary is attached along with a draft public notice of the substantial amendment, which will be advertised if approved by the CDBG CAC.

Committee Action: Committee members are asked to recommend to Council a substantial amendment of the FY 2020 CDBG budget, that reprograms \$24,500 from the FY 2020 CDBG Administration budget to make it available for a Homelessness and Affordable Housing Services Gap Analysis and Action Plan pending consideration of public comments received.

VII. FY 2021 Consolidated Annual Action Plan Review and Recommendation

Through a public process that involved two community needs hearings during CDBG CAC meetings, staff prepared a draft 2021 Consolidated Annual Action Plan. The CAC is asked to develop its recommendation to forward the FY 2020 Consolidated Annual Action Plan to Borough Council for consideration at Council's November 9, 2020 meeting.

Attached: A Policy Briefing Summary regarding the FY 2021 Consolidated Annual Action Plan is attached.

Committee Action: Members are asked to review the plan and make a recommendation to Borough Council to approve the FY 2021 Consolidated Annual Action Plan pending consideration of public comments.

VIII. Upcoming Meeting

Tuesday, October 6, 2020 at Noon

IX. Adjournment

**Meeting Minutes
State College Borough
CDBG/Citizens' Advisory Committee
September 1, 2020
Virtual Meeting**

The State College Borough (SCB) Community Development Block Grant/Citizens' Advisory Committee (CDBG/CAC) virtual meeting was called to order by Selden Smith, Chair, on Tuesday, September 1, 2020 at 12:05 p.m.

Members Present

Selden Smith, Chair; Ian Boswell; Jason Olcese; and Marcia Patterson

Members Absent

Alexis Burke; David Gaines, Vice-Chair; and Bruce Quigley

Others Present

Maureen H. Safko, Senior Planner; Isabel Storey, Senior Planner; Denise L. Rhoads, Administrative Assistant; Eric Brooks, Interim Public Works Director; Morgan Wasikonis, Housing Transitions, Inc., Vanessa Baronner, Centre County Youth Service Bureau; Kendra Gettig, Out of the Cold; and Mark Hunick, Highlands Civic Association, President and Redevelopment Authority member

Approval of Minutes

A motion was made by Mr. Boswell and seconded by Ms. Patterson to approve the August 18, 2020 minutes as amended. The vote was unanimously in favor.

Chair Report

Mr. Smith, Chair stated he appreciated the email conversations regarding homelessness and affordable housing.

Public Hour

No one from the public wanted to discuss items not on the agenda.

Review of CDBG-Funded Capital Improvement Projects 2021-2025

Ms. Safko noted, traditionally, State College Borough budgeted roughly half of its annual CDBG allocation for public facilities activities such as street reconstruction, streetlight replacements, recreation, or similar projects. Staff of the Public Works Department and the Planning Department collaborated to recommend the allocation of CDBG funds for public facilities projects over the next five years.

Ms. Safko's overview of the CDBG Capital Improvement Projects 2021-2025 included:

- 2021 – allocated \$250,000 for Infrastructure Project: Streetlights Beaver (from Garner to Hetzel Streets: one full block) - Replacement of approximately 27 streetlights, one foundation, and 11 curb ramps. The activity could require additional funds to be identified prior to submittal of the final FY 2021 Annual Action Plan scheduled to be submitted to HUD around May of 2021.

Ms. Safko stated, at the previous CAC meeting, the discussion focused around using this money for housing needs and to hold off on these streetlight repairs. However, since Ms. Safko walked the area with Mr. Brooks it was apparent that the condition of the streetlights was seriously deteriorated and a safety hazard. Approximately four of the streetlight posts were temporarily repaired immediately following the inspection tour.

A slide show was presented with photos that documented that some of the bases of the posts had rusted through. Mr. Brooks narrated the slideshow stating that these streetlight posts had been repaired at least once if not twice. The JBC electric boxes were in need of replacement. Curb ramps were no longer ADA compliant and there were many trip hazards.

CAC comments

Mr. Boswell asked what kind of material was proposed for the new bases. Mr. Brooks stated the new streetlights would match the previous which was a harder dye cast aluminum which is not as susceptible to rust.

- 2022 – allocated \$250,000 for Infrastructure Project: Park Accessibility Improvements and Rehabilitation - Evaluate and remove architectural barriers to accessibility at rest facilities and other areas in existing parks and recreational facilities in various Borough-owned parks.
- 2023 - Scattered Site Pedestrian Safety Project allocated \$130,000 – Streetlight Installation, Pedestrian Safety Signage and Traffic Calming Improvements at high priority locations identified through consultation with the State College Police Department and community input.
- 2023 – allocated \$250,000 for: Shared Use Path and Pedestrian Safety Improvements - Ms. Safko stated that shared use paths went together well with the goal of Affordable Housing because lower cost housing is often further from places of work. Having a safe shared use path allows an affordable alternative to having the expense of a vehicle. One section of shared use path connects Orchard Park to the new Whitehall Regional Park area. Construction of a shared use path to connect Waupelani Drive and the schools to High Point Park where the new Action Park was being developed. Pedestrian safety improvements as well as transportation justice will be considered prominently in the design of the improvements. Additional funding sources would be identified to provide a more robust budget.
- 2024 – allocated \$250,000 for: Streetscape Improvements - A plan for West End Neighborhood Streetscape Improvements to be developed in consultation with the neighborhood, which may include lighting, plantings, curb adjustments, etc. designed to improve pedestrian safety and enhance the western gateway to the Borough. This was the number 1 goal in the WE revitalization plan.
- 2025 – allocated \$250,000 for: Street Light & Curb Ramp Replacements – Eight new lights on Pugh Street between Beaver Avenue and Nittany Avenue, curb ramp replacements as needed and pedestrian safety improvements.

CAC comments

- Mr. Smith asked if there were parts of the West End (WE) plan that could be incorporated into affordable housing projects. Ms. Safko stated there was a factor regarding residential development. She noted there were almost no owner-occupied homes in this area. She stated there would be great opportunity in this area for affordable rentals. This could be explored.

Public comments

Mr. Huncik noted there was a new development on the corner of West College Avenue/Buckhout Street (border of Ferguson Township and the Borough) that would bring in market rate student housing. He stated Ferguson Township's Affordable Housing ordinances were different than the Borough's. He noted there was an opportunity to bring in affordable housing or fee-in-lieu fees.

Mr. Huncik stated the Borough should require developers to provide funding for proper lighting in the areas of their proposals.

Ms. Safko noted Amy Kerner, former Borough Engineer, was a champion of the recommendation that Mark proposed, and, stated that this was why some projects around Burrowes Street, etc. were pushed back to coincide with completion of developments. She coordinated with the projects scheduled for construction. Mr. Brooks stated the new project, The HERE, replaced some streetlights as part of their project. He noted it was working well.

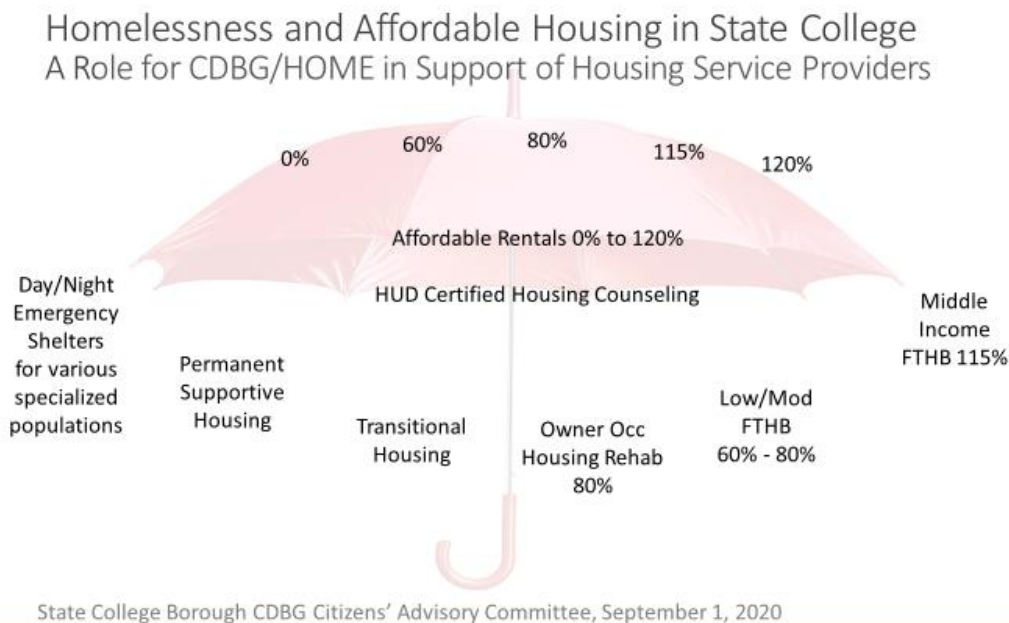
Mr. Smith asked then if the allocated money for the streetlights could be used for housing instead. Ms. Safko stated it would be hard to say and .

Homelessness and Affordable Housing in State College

Ms. Safko stated as the CAC identified a community need and had received repeated requests for a permanent shelter for a homeless population that was not entirely served by other shelters operating in State College Borough, staff would lead a conversation to explore how to support the community's housing services network to find a sustainable solution through CDBG Program eligible activities.

Next discussed:

Ms. Safko provided the following to illustrate that the term "affordable housing" means many things to different people and encompasses a wide spectrum of housing types. She noted the many partnering agencies that help to deliver the various types of housing and stated that it is a goal of State College Borough to offer support for these agencies in their efforts to provide their services to Borough residents.



Public comments

- Among several comments offered on the illustration, Ms. Wasikonis, suggested that Centre Safe also provided transitional housing and that Strawberry Fields could be listed under Permanent Supportive Housing.

Ms. Safko stated at the last meeting and afterwards CAC members expressed an interest in the discussion on the need for a homeless shelter being expanded to a more comprehensive conversation on more than just homelessness and affordable housing.

CAC comments

- Mr. Smith asked the committee to think about if the needs of these agencies were met would the needs of housing issue be met as well.
- Mr. Olcese stated his goal for this meeting was to gather more information.
- Ms. Patterson asked how an overlap in services of these agencies could be avoided. Ms. Safko stated Centre Helps played a great part of being a hub of information for the community. She noted one positive outcome of the COVID crisis is that there were weekly Zoom calls involving the housing service providers to update everyone.
- Mr. Boswell stated the committee should consider how redevelopment would affect funding as well and noted the best way to move forward would be to keep eyes open for strategic overlapping.
- Mr. Smith asked where the areas were where solutions were proven and then the areas of where there were no solutions. Ms. Safko stated she and Ed LeClear, Planning Director, looked at other areas of the state and country for models of best practices on addressing the need for a homeless shelter and coordinated affordable housing solutions. She noted that CDBG Administration funding could be used to contract with a trained facilitator experienced in housing to conduct a gap evaluation of the housing service network to identify areas of overlapping services, lack of services and an action plan to address the gaps. There was consensus among the committee to pursue the steps necessary for this option.
- Ms. Patterson asked about utilizing Pennsylvania State University (PSU) and if they might be a resource, especially on the volunteer level. Mr. Olcese stated this was a smart idea and it could benefit PSU as well. Ms. Safko stated PSU had a municipal liaison, Charima Young, who could be contacted to find a person to serve on a task force on homelessness and affordable housing. She also noted that Geography graduate students plan to work with Centre County on data for an update to the Centre County Housing Needs Assessment. Several in attendance cautioned that a student led approach is economical and has educational benefits, it is limited by the time constraints, and the area of interest, of the students. The results may not provide what is needed by the community when it is needed.

Ms. Safko noted a scope of proposals could be asked for. She noted the budget available would determine the scope.

Ms. Wasikonis stated she was excited that the CAC was talking about this issue. She added that the Centre County Housing Options Team would like to form a task force to address housing needs and suggested that perhaps some CAC members would want to participate for a more in-depth goal conversation.

Several CAC members expressed an interest in serving on the task force as well as in attending the weekly housing service provider calls to educate themselves on the details of the conditions faced in the housing community.

Upcoming Meeting

The next scheduled meeting would be Tuesday, September 15, 2020 at Noon.

Adjournment

With no further business, Ms. Patterson made a motion to adjourn the meeting at 1:25 p.m. and Mr. Olcese seconded the motion. The vote was unanimously in favor.

Respectfully submitted,

Denise L. Rhoads
Administrative Assistant

**State College CDBG/Citizens' Advisory Committee
Policy Briefing Summary**

**RE: FY 2020 Substantial Amendment
from CDBG Administration to Housing Analysis & Action Plan**

Date Prepared: September 14, 2020
Prepared By: Maureen H. Safko, Senior Planner
Proposed Meeting Date: September 15, 2020
Deadline for Action: September 15, 2020

I. Request/Issue Needing Committee Action

The State College CDBG/Citizens' Advisory Committee is asked to review the proposed substantial amendment to the FY 2020 Consolidated Annual Action Plan (Action Plan), to offer comments on the proposed plan to reprogram \$24,500 from the CDBG Administration budget to a newly created Planning activity through which a professional facilitator will guide a task force through the following:

- a) quantify affordable housing and homelessness needs,
- b) evaluate the collective capacity of the local housing service provider network to meet these needs,
- c) identify gaps in the availability of affordable housing options,
- d) outline and explore options to address these gaps, and
- e) recommend actions needed to improve local housing service network capacity to meet underserved affordable housing and homelessness needs.

II. Current Policy and/or Practice

CDBG Program guidelines limit planning projects to being funded from the 20% CDBG Administration budget. In a typical year, the CDBG and HOME administration allocations are insufficient to cover program administration expenses. For this reason, it is not routinely recommended that Administration funds be used for planning activities. However, during 2020, the Borough's HOME Administration budget was increased by a provision of the CARES Act that increase HOME Administration allocations from the usual ten percent (\$28,831.30) to 25% (\$72,078.25). This unexpected increase of \$43,246.95 in the HOME Admin budget makes it more feasible to use \$24,500 from the CDBG Admin budget for this planning activity.

The FY2020 CDBG Administrative budget provides \$103,936.60. The proposed substantial amendment would make \$79,436.60 available for traditional administrative expenses and \$24,500 available for a housing services analysis and action plan preparation.

III. Other Background Information

In accordance to the Citizen Participation process as temporarily amended until December 31, 2020 a comment period of not less than 5 days will be permitted for a substantial amendment that addresses a need to respond to the impacts of the COVID-19 virus. The growing numbers of homeless individuals in State College Borough experienced since March 13, 2020 was the impetus for this planning effort. If approved by the CDBG CAC, a public notice (shown below) will be published on September 23 to announce a public hearing that will take place on October 5th, 2020 after which Council may act to approve the amendment.

LEGAL NOTICE
NOTICE OF PUBLIC COMMENT PERIOD
NOTICE OF PUBLIC HEARING

Revision to the Borough of State College (Borough)
2020-2024 Consolidated Plan and 2020 Consolidated Annual Action Plan

State College Borough Council (Council) will consider a revision to the Borough's 2020-2024 Consolidated Plan and 2020 Consolidated Annual Action Plan (AP) regarding the Proposed Use of Community Development Block Grant (CDBG) Program Funds which requires a substantial amendment.

The 2020 AP allocates \$96,594.40 in FY2020 CDBG funding for the General Administration of the CDBG Program. To address needs identified while addressing Coronavirus, the Borough proposes to reallocate \$24,500.00 of this funding to a Housing Policy Development project which will be used for housing policy facilitation and the development of an action strategy. This action will not affect future grants.

The amendment will be available for inspection during regular business hours at the State College Municipal Bldg. Lobby, 243 S. Allen St. and online at www.statecollegepa.us from Sept. 21 through Oct. 2, 2020. Written comments relating to the amendment will be accepted until 5 p.m. on Oct. 2, 2020 by email at planningdept@statecollegepa.us or by mail or delivery to Planning Dept., 243 S. Allen St., State College, PA 16801.

Council will hold a public hearing and later consider taking action on the proposed amendment during its meeting at 7 p.m. on Oct. 5, 2020. Parties interested in participating may join electronically at https://zoom.us/webinar/register/WN_iEHvsViATSaS2DNko7gz0A.

For updated information and further instruction on hearing participation please see www.statecollegepa.us, call (814) 234-7109, (814) 234-7101 (TTY), or email planningdept@statecollegepa.us. Persons with a disability or Limited English Proficiency who wish to participate are asked to contact the Planning Dept. at least 48 hours prior to the meeting to discuss your needs.

Thomas J. Fountaine, II
Borough Manager/Secretary

IV. Financial Impact on Budget

The proposed substantial amendment would not normally be considered because the CDBG Administrative budget is usually insufficient to cover all administrative expenses, which must be supplemented by Borough general funds. However at this time, several factors resulted in an increase in the administrative budget. HOME Admin was increased by \$43,246.95. Additionally, the supplemental CDBG-CV allocation provided the Borough with \$61,142 in unexpected revenue for federal entitlement administration. Finally, a state competitive HOME grant was also secured that provides an additional \$16,800 in revenue restricted to administration. With these additional funds provided for administration expenses, the proposed use of \$24,500 can take place without adverse impact on the Borough's financial condition.

V. Authority, Boards and Commission Review

The CDBG Citizens' Advisory Committee is asked to review and comment on the substantial amendment at its meeting on September 15, 2020 and to reach consensus on a moving forward with the advertisement of the public notice and a recommendation to Council to approve the substantial amendment at its meeting on October 6, 2020.

State College CDBG/Citizens' Advisory Committee Policy Briefing Summary

RE: 2021 Consolidated Annual Action Plan

Date Prepared: September 14, 2020
Prepared By: Maureen H. Safko, Senior Planner
Proposed Meeting Date: September 15, 2020
Deadline for Action: September 15, 2020

I. Request/Issue Needing Committee Action

The State College CDBG/Citizens' Advisory Committee is asked to review the proposed 2021 Consolidated Annual Action Plan (Action Plan) now, to offer comments on the proposed plan prior to it being made available for public review.

II. Current Policy and/or Practice

Federal regulations require communities that receive entitlement Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) funds from the U.S. Dept. of Housing and Urban Development (HUD) to complete a Consolidated Plan (Con Plan), which is a five-year planning document that identifies a community's overall housing and community development needs and a strategy to meet those needs. The Borough has completed a Con Plan covering the period from 2020-2024. The Action Plan portion of the Con Plan, which lists the activities to be undertaken with CDBG and HOME funds during that year, must be completed annually.

III. Other Background Information

The objectives of the 2020-2024 Con Plan are to meet the community's priority needs relating to: decent, affordable housing; a suitable living environment; and economic opportunities. The outcomes of the Consolidated Plan relate to: availability/accessibility; affordability; and sustainability.

Following are the priority needs identified in the Con Plan and the corresponding annual objectives and outcomes to address these needs.

Proposed FY 2021 CDBG Budget (Estimated)

		PROPOSED USE OF	
		2021 CDBG FUNDS	
		Estimate	
EXPENDITURES:			
Administration and Planning			\$103,936.60
General Admin		\$72,936.60	
Plans & Reports		\$6,500.00	
Housing Policy Development		\$24,500.00	
Human/Public Services			\$77,952.00
Centre Safe		29,252.00	
House of Care		17,319.00	
Housing Transitions, Inc.		16,826.00	
Burrowes Street Youth Haven		9,382.00	
CCYSB Independent Living Program		5,173.00	
Public Facilities and Improvements			\$250,000.00
2021 CIP Project - Streetlights	*	\$250,000.00	
Housing			\$87,794.40
Borough First Time Homebuyer Program		\$43,897.20	
Owner-Occupied Rehab Program		\$43,897.20	
Contingency			\$0.00
TOTAL EXPENDITURES and CONTINGENCY			\$519,683.00
REVENUES:			
Estimated FY2021 CDBG Allocation			\$519,683.00
Reprogrammed Funds			
Estimated CDBG Program Income			
TOTAL REVENUES			\$519,683.00
* Includes project delivery costs for environmental review, labor compliance,			
advertising, legal services, misc. expenses			

Proposed FY 2021 HOME Budget (Estimated)

PROPOSED USE OF
 2021 HOME FUNDS

Estimate

EXPENDITURES

<u>Administration (10%)</u>		\$28,831.30
<u>Housing (85%)</u>		\$245,066.05
SCCLT Homebuyer Program	\$122,533.02	
THF FTHB Program	\$122,533.03	
<u>CHDO Operating Support (5%)</u>		\$14,415.65
SCCLT Operating Support	\$7,207.83	
THF Operating Support	\$7,207.83	
TOTAL EXPENDITURES		\$288,313.00

REVENUES

Estimated FY2021 HOME Allocation		\$288,313.00
Estimated Program Income		\$0.00
Estimated Recaptured Funds		\$0.00
TOTAL REVENUES		\$288,313.00

Objective of Decent Affordable Housing:

Priority Need of Affordable Housing:

Goal of Rehab: Single-Unit Residential:

Owner-Occupied Rehab Program: funds will be used to address code deficiencies, energy efficiency, environmental hazards, barrier removal for persons with disabilities, overcrowding and incipient improvements to increase the affordability of decent housing for extremely low, low, and moderate income small or large family owner-occupied households.

2020-2022: 2

2020-2024: 2

Goal of Acquisition for rehab:

State College Borough First Time Homebuyer (FTHB) Program: funds will be used to provide down payment and closing cost assistance to increase the affordability of decent housing of moderate-income small or large family renter households (60-80% of AMI).

2020-2021: 1

2020-2024: 2

State College Community Land Trust (SCCLT) Homebuyer Program: funds will be used for the acquisition and rehabilitation of single-family units and resale to income eligible households to

increase the affordability of decent housing for low to moderate-income small or large family renter households (50-80% of AMI).

2021: 1
2020-2024: 3

Temporary Housing Foundation (THF) FTHB Program: funds will be used for the acquisition and rehabilitation of single-family housing units and resale to income eligible households to increase the affordability of decent housing for low to moderate-income small or large family renter households (50-80% of AMI).

2020-2021: 1
2020-2024: 2

Goal of Rental Acquisition for Rehabilitation:

THF Rental Acquisition/Rehabilitation Program: funds will be used to acquire and rehab existing rental property(ies) to increase the affordability of decent housing of extremely low, low, or moderate-income small or large family renter households (\leq 80% of AMI).

2020-2021: 8
2020-2024: 8

Priority Need of Coronavirus:

Goal of Addressing Coronavirus – Decent Housing:

CV – Homelessness Prevention Program: funds will be used for homelessness prevention by providing short term assistance for housing related costs to increase the affordability of decent housing for extremely low, low, and moderate-income persons.

2020-2021: 120

Objective of Suitable Living Environment:

Priority Need of Homeless:

Goal of Human Service Agencies:

Centre Safe: Shelter Staffing Program: funds will be used to cover overnight and weekend staffing costs for this emergency shelter for victims of domestic abuse, to provide accessibility to a suitable living environment to presumed low-mod persons.

2021: 125
2020-2024: 625

Housing Transitions, Inc.: Employment & Housing Services: funds will be used to cover staffing costs for the Centre House emergency shelter for homeless individuals and families, to provide accessibility to a suitable living environment to presumed low-mod persons.

2021: 80
2020-2024: 400

Burrowes Street Youth Haven: Shelter Staffing Program: funds will be used to cover staffing costs for the Burrowes Street Youth Haven emergency shelter for homeless youth, to provide accessibility to a suitable living environment to low-mod persons.

2021: 15
2020-2024: 75

Centre County Youth Service Bureau Independent Living Program: Program Operations: funds will be used to cover program operations costs for the Centre County Youth Service Bureau Independent Living Program for homeless youth, to provide accessibility to a suitable living environment to low-mod persons.

2021: 12
2020-2024: 60

Priority Need of Non-Homeless Special Needs:

Goal of Human Service Agencies:

House of Care: Staffing Program: funds will be used to cover staffing costs for this personal care home, to provide accessibility to a suitable living environment to presumed low-mod persons.

2021: 5
2020-2024: 25

Priority Need of Public Facilities & Infrastructure Improvements:

Goal of Public Facilities & Infrastructure Improvements:

Funds will be used for eligible public facilities and infrastructure projects identified in the Borough's Capital Improvement Plan.

2021: 12,765
2020-2024: 43,155

Priority Need of Historic Preservation:

Goal of Historic Preservation of Commercial Facades:

The Commercial Façade Preservation Program: funds will be used for commercial façade improvement of historic buildings.

2021: 0
2020-2024: 3

Priority Need of Coronavirus:

Goal of Addressing Coronavirus – Suitable Living Environment

CV – CVIM: Program Operations: funds will be used for personal protective equipment, IT infrastructure improvements, and testing costs, to provide accessibility to a suitable living environment to extremely low, low, or moderate persons.

2020-2021: 25

CV – Food & Shelter Services: funds will be used to cover costs relating to testing and contact tracing as well as the operations of area homeless shelters, and non-profit food providers, to provide accessibility to a suitable living environment to extremely low, low, or moderate income persons.

2020-2021: 50

Housing Policy Development: FY2020 funds will be used for housing policy facilitation and action strategy.

IV. Financial Impact on Budget

Since there is no definite budget for CDBG and HOME for 2021, staff has budgeted based on FY2020 allocations.

V. Authority, Boards and Commission Review

The CDBG Citizens' Advisory Committee is asked to review and comment on the Action Plan at its meeting on September 15, 2020 and to reach consensus on a Consolidated Annual Action Plan that can be recommended to Council for approval.

VI. Staff Recommendation

Staff recommends approval of the Consolidated Annual Action Plan 2021.