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Blue Springs City Hall – 903 W. Main Street – Development Conf. Room 128  
Please enter through the side entrance next to the water bill drop-off box

**CDBG ADVISORY COMMITTEE**  
**MEETING AGENDA**

**Wednesday, January 4, 2023 - 4:00 p.m.**

**1 CALL TO ORDER**

- Minutes – May 10, 2022
- Minutes – June 8, 2022

**2 PUBLIC HEARING / 2021-2022 CAPER**

- Affidavit of Publication in *The Examiner* on December 17, 2022
- Open minimum 15-day public comment period ending on Friday, January 20, 2023
- Review and discuss draft CAPER (Consolidated Annual Performance & Evaluation Report) for submission to HUD on or before January 31, 2023

**3 OTHER BUSINESS**

**4 ADJOURN**

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

Agenda posted at the following locations:  
City Hall, 903 W. Main Street  
City's website

<http://www.bluespringsgov.com/AgendaCenter>

December 30, 2022

A quorum of the City Council may be in attendance however no City Council votes will be taken.  
Community Development



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

**CDBG ADVISORY COMMITTEE  
MINUTES  
Tuesday, May 10, 2022**

A meeting of the CDBG Advisory Committee of the City of Blue Springs was held in the City Hall Training Room 210 located at 903 W. Main Street at 6:00 p.m. on Tuesday, May 10, 2022, with the following members, guests, and staff in attendance:

**VOTING MEMBERS  
PRESENT**

Ken Horrell, Parks  
Jaime Russell, Downtown Review Board  
Byron Craddolph, PC Rep.  
Cindy Miller, Chair

**STAFF / OTHERS**

Mike Mallon, Com. Dev.  
Shana Kelly, Com. Dev.  
Chris Sandie, Public Works  
Aliyah Kincade, Recording Secretary

Jerry Kaylor, Council Dist. 1  
Kent Edmondson, Council Dist. 2  
Susan Culpepper, Council Dist. 3  
Melodie Chrisman, CSL  
Mary Anne Metheny, Hope House

**ABSENT**

Dennis Dovel, Parks and Recreation

**CALL TO ORDER**

Chairperson Cindy Miller called the meeting to order at 6:02 p.m.

**APPROVAL OF MINUTES**

Chairperson Miller requested action on the November 16, 2021, meeting minutes. Committee Member Ken Horrell made a motion to approve the minutes, a second from Committee Member Jaime Russell, and a unanimous vote, the minutes for, November 16, 2021, were approved as submitted.

**OPEN PUBLIC HEARING**

Chairperson Miller opened the public hearing for the 2022-2026 Consolidated Play / 5-Year Goals at 6:02 p.m.

**AGENDA ITEM 2  
PUBLIC HEARING / 2022-  
2026 CONSOLIDATED  
PLAN / 5-YEAR GOALS**

Shana Kelly, Associate Planner, stated before the Committee this is the first of two public hearings to review the 2022-2026 Consolidated Plan / 5-year Goals, the 2022-2023 Annual Action Plan / Projects & Activities and review the 2022-2023 Citizen Participation Plan results.

The first item that needs to be addressed in the development of the Consolidated Plan is the selection of 5-year goals. Every activity undertaken during the 5-year period must meet one of the 5-year goals, so it is best to design goals that can encompass a wide range of activities. The following are goals that are in the current 2022-2026 plan:

- Reinvestment in Downtown and Existing Neighborhoods
- Provide Assistance with First Time Home Buyers
- Support Public Services for Low-Moderate Income Persons and Areas
- Support Affordable and Accessible Housing
- Support Administration & Planning

The City must also maintain the following goals approved as part of the Assessment of Fair Housing, which will be effective with the new Consolidated Plan:

- Increase funds as needed for the minor home repair needs of older adults and members of protected classes that are low-income to allow more homes to be fixed through the Minor Home Repair Program (MHRP).
- Provide resources such as technical assistance, volunteer services, and possible grants that low-income older adult homeowners can use to avoid property code violations.
- Review local zoning codes to incentivize the construction of accessible units in higher-density, mixed-use locations and to allow for a broader range of affordable housing options for older adults and protected classes, including accessory dwellings and co-housing.
- Target outreach that serves members of protected classes that are low-moderate income residents to take advantage of the First Time Home Buyers (FTHB) program which provides up to \$3,000 in financial assistance.

Ms. Kelly suggests we keep the goals the same.

Ms. Kelly explains the City of Blue Springs has not yet been notified of the expected funds for the 2022-2023 program year. It is advised that 2021-2022's allocations be used as an estimate when planning for future projects. \$262,721 was allocated to the City of Blue Springs for the 2021-22 program year. In addition to the 2022-2023 allocation, there is also \$ 132,529.46 from pre-2021 allocations that will need to be reallocated. Therefore, staff estimates that there will be approximately \$395,250 to program for 2022-23.

The following are activities that staff is recommending maintaining for 2022-2023 with recommended changes noted for discussion:

- Minor Home Repair Program
  - Expand advertisement
  - Putting a cap on repeat users to allow others who have not used the program before
- Adding funding to cover lead-based paint testing of houses built pre-1978 in which painted surfaces are proposed to be disturbed by repairs. City staff will coordinate with a contractor using CDBG and City procurement policies.
- Staff recommends prorating repayments if the homeowner moves or sells the house. Currently, the homeowner must repay the grant in full

regardless of if they live there for 6 months or 2 years and 11 months. Full repayments are both a disincentive to participating in the program and creating excessive program income when the grants are repaid (which creates a challenge to meeting the timely expenditures requirements).

- First Time Home Buyer Program
  - Staff recommends prorating repayments if the homeowner moves or sells the house. Currently, the homeowner must repay the grant in full regardless of if they live there for 6 months or 2 years and 11 months.
- Hope House – outreach services for victims of domestic violence
- Community Service League – rent and utility assistance for low-income persons
- Fieldhouse Recreation Scholarships (public service)
- Program Administration/Planning

The following could be considered for 2022-2023 based on past approvals:

- Sidewalk Improvements Program (LMI Area Benefit) – specifically for ADA improvements
- Sidewalk project for Public Works between Melody Acres and BSHS.

## **DISCUSSION**

Discussion among many Committee members suggested the fund for Hope House and Community Services League be more even for this coming allocation year.

Ms. Kelly goes over the Community Needs and Housing Survey data.

Melodie Chrisman, CSL, is very thankful for the yearly funds received from the City through CDBG. Ms. Chrisman also states the CDBG funds allow CSL to help and maintain helping our fellow neighbors in need.

Mary Anne Metheny, Hope House, states she is thankful for the yearly funding and the discussion about evening out the allocations between Hope House and CSL, but does want to take away from CSL. Ms. Metheny states with the CDBG funding allowed them to offer counseling services in the Blue Springs area.

Chris Sandie, Director, Public Works describes the proposed sidewalk project between Melody Acres and BSHS.

## **HEARING CLOSED**

Chairperson Miller closed the public hearing for the 2022-2026 Consolidated Play / 5-Year Goals at 6:50 p.m.

## **AGENDA ITEM 3 PUBLIC HEARING / 2022- 2023 ANNUAL ACTION PLAN / PROJECTS & ACTIVITIES**

Chairperson Miller opens the public hearing for the 2022-2023 Annual Action Plan / Projects & Activities 6:50 p.m.

## **DISCUSSION**

Chairperson Miller mentions Ms. Kelly previously went over the projects and activities and that we should keep the programs generally the same.

Chairperson Miller brings up the prorating payments for First Time Homebuyers and thinks it is a good idea.

No opposition was brought up by the Committee.

Chairperson Miller brings up the proposed idea to add funding for lead-based paint abatement with the MHRP.

Chairperson Miller questions about the proposed sidewalk project and asking the school district to partner with the city.

Member Ken Horrell questions about Park funding using CDBG funds.

Mike Mallon states he spoke with Dennis Dovel earlier in the day and he stated there was not a need for a request.

**HEARING CLOSED**

Chairperson Miller closed the public hearing for the 2022-2023 Annual Action Plan / Projects & Activities 6:58 p.m.

**AGENDA ITEM 4  
PUBLIC HEARING / 2022-  
2026 CITIZEN  
PARTICIPATION PLAN /  
POLICIES &  
PROCEDURES**

Chairperson Miller opens the public hearing for the 2022-2026 Citizen Participation Plan / Policies & Procedures at 6:58 p.m.

**DISCUSSION**

Chairperson Miller states Ms. Kelly did previously review this information and agrees that the survey does not represent the people in need of the services.

Melodie Chrisman states the survey was put in the food distribution bags to better access the targeted demographic. Ms. Chrisman also stated that the technology barriers make it difficult to reach the targeted demographic.

Ms. Kelly explains different reach out tactics to gather information from the targeted demographics.

Mr. Mallon states the survey was only reachable online due to expenses to put the survey in water bills, mail out, etc.

Additional reach out ideas were proposed from many Committee Members.

**HEARING CLOSED**

Chairperson Miller closed the public hearing for the 2022-2026 Citizen Participation Plan / Policies and Procedures at 7:06 p.m.

**OTHER BUSINESS**

The next meeting and public hearing has been noticed and scheduled for Tuesday, June 8, 2022 at 6:00 p.m. (City Hall – Training Room 210)

**MEETING ADJOURN**

With no further discussion, a motion was made by Committee Member Ken Horrell, to adjourn at 7:07 p.m. Seconded by Committee Member Jaime Russell.

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Respectfully Submitted by,  
Aliyah Kincade, Recording Secretary

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Cindy Miller, Chairperson

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Date



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

**CDBG ADVISORY COMMITTEE  
MINUTES  
Wednesday, June 8, 2022**

A meeting of the CDBG Advisory Committee of the City of Blue Springs was held in the City Hall Training Room 210 located at 903 W. Main Street at 6:00 p.m. on Wednesday, June 8, 2022, with the following members, guests, and staff in attendance:

**VOTING MEMBERS  
PRESENT**

Ken Horrell, Parks  
Jaime Russell, Downtown Review Board  
Byron Craddolph, PC Rep.  
Cindy Miller, Chair

**STAFF / OTHERS**

Mike Mallon, Com. Dev.  
Shana Kelly, Com. Dev.  
Chris Sandie, Public Works  
Dennis Dovel, Parks and Recreation  
Aliyah Kincade, Recording Secretary

Jerry Kaylor, Council Dist. 1  
Kent Edmondson, Council Dist. 2  
Susan Culpepper, Council Dist. 3  
Pam Buck, Downtown Alive!  
Melodie Chrisman, CSL  
Tracy Frances, Hope House

**ABSENT**

None

**CALL TO ORDER**

Chairperson Cindy Miller called the meeting to order at 6:02 p.m.

**APPROVAL OF MINUTES**

Chairperson Miller requested action on the May 10, 2022, meeting minutes. Committee Member Ken Horrell made a motion to approve the minutes, and the Committee Member Byron Craddolph made a motion to amend the minutes to include the sidewalk improvement along Walnut St discussion.

Chairperson Miller tabled the meeting minutes from May 10, 2022, to be heard at the next meeting along with the minutes from this meeting as well.

**OPEN PUBLIC HEARING**

Chairperson Miller opened the public hearing for the 2022-2026 Consolidated Plan / 5-Year Goals at 6:09 p.m.

**AGENDA ITEM 2  
PUBLIC HEARING / 2022-  
2026 CONSOLIDATED  
PLAN / 5-YEAR GOALS**

Shana Kelly, Associate Planner, stated before the Committee this public hearing is to vote on the 5-year goals for the 2022-2026 Consolidate Plan.

The following are goals that are in the current 2022-2026 plan:

- Reinvestment in Downtown and Existing Neighborhoods
- Provide Assistance with First Time Home Buyers
- Support Public Services for Low-Moderate Income Persons and Areas
- Support Affordable and Accessible Housing
- Support Administration & Planning

Every activity undertaken during the 5-year period must meet one of the 5-year goals, so it is best to design goals that can encompass a wide range of activities.

**DISCUSSION**

Ms. Kelly suggests we keep the goals the same as they are broad and allow for flexibility.

Chairperson Miller agrees.

Committee Member Craddolph questions if the sidewalk improvement would fall under the reinvestment in Downtown and Existing Neighborhoods goal.

Ms. Kelly and Chairperson Miller both agree and confirm.

Committee Member Craddolph ask specifically about a Walnut St sidewalk improvement project.

Ms. Kelly states this hearing is to focus on the 5-year goals and the next hearing is where we can further discuss projects and activities.

Mr. Mallon goes over the 5 years goals for the 2022-2026 Consolidated Plan, explaining each category in detail and as well as providing project/activity examples.

Committee Member Ken Horrell states in the previous meeting it was discussed in the great lengths to keep the goals the same for the 2022-2026 Consolidate Plan.

**HEARING CLOSED**

Chairperson Miller closed the public hearing for the 2022-2026 Consolidated Plan / 5-Year Goals at 6:15 p.m.

**MOTION  
2022-2026  
CONSOLIDATED PLAN /  
5-YEAR GOALS**

Committee Member Ken Horrell moved to approve the 2022-2026 Consolidate Plan 5-year goals.

**SECOND**

Committee Member Jaime Russell seconded.



**VOTE**

Byron Craddolph – Aye  
Cindy Miller, Chairperson – Aye

Ken Horrell – Aye  
Jaime Russell – Aye

**RECOMMENDED APPROVAL  
(4-Aye, 0-No)**

**AGENDA ITEM 3  
PUBLIC HEARING / 2022-  
2023 ANNUAL ACTION  
PLAN / PROJECTS &  
ACTIVITIES**

Chairperson Miller opened the public hearing for the 2022-2023 Annual Action Plan / Project & Activities at 6:16 p.m.

**DISCUSSION**

Ms. Kelly states the City of Blue Springs is being allocated \$251,277 for the 2022-2023 program year. Ms. Kelly goes over the programs and activities and what the proposed allocation are for each.

Ms. Kelly states a minor change from the previous year is that we are not allocating anything to the Parks & Recreation Department and the allocation is being reprogrammed for a sidewalk improvement project within the LMI area.

Committee Member Horrell questions about what the max percentage is to possibly allow an increase of allocations for Hope House and CSL.

Ms. Kelly states HUD only allows 15% of funds to be allocated for Public Service and our max is \$37,690.55. From the request from Hope House and CSL there is a remainder of \$451.55 not designated.

Committee Member Horrell thought that maybe we could increase the funds for both Hope House and CSL but found that we cannot due to the 15% Public Service allocation cap, but the remainder could be allocated to Hope House if the Committee agreed to.

Tracy Frances, Hope House, states they can only bill for residents of Blue Springs and Hope House is doing outside reach with therapy etc. and the previous allocations have covered those services.

Committee Member Jaime Russel suggest we give the remainder of \$ 450 to Hope House.

Meldoie Chrisman, CSL, states her and May Anne (Hope House) would hand in hand to make sure both organizations needs are met.

Council Member Kent Edmondson suggests we use the percentages of the max allowed, so that a remainder is not left over.

Committee Member Horrell questions if the 15% max is of the total including reprogrammed allocation and program income.

Ms. Kelly states the 15% max is of the program year allocation.

Council Member Edmondson states that out of the 15% total we should disburse the allocations as 66% to CSL and 34% to Hope House.

Mr. Mallon states we issue the allocations based on the requests received.

Melodie Chrisman, CSL states they like to request an even number for the ease of accounting configurations.

Melodie Chrisman, Chairperson Miller agree that the remainder of \$450 should go to Hope House.

Committee Member Horrell questions the Annual Action Plans numbers as they do not add up.

Chairperson Miller stated she did the same.

Ms. Kelly apologizes for the mathematical error.

Committee and Staff work through to determine correct Annual Action Plan allocation numbers for project for the 2022-2023 program year.

Committee Member Horrell states that the Commercial Façade Grant Program over the last four years has been funded \$110,000, but only \$623 has been used.

Mr. Mallon states the program stays to allows for a big project to maybe come around and that the process is a bit tedious.

Chairperson Miller would hate to see the program go away because Downtown Alive worked hard to get the program in and it allows for enticement of businesses to come downtown.

Chairperson Miller and Committee Member Horrell discuss removing the program for year and further discuss repercussions of removing and not having there if a program does come forth

Mr. Mallon explains program income and that it is from the First Time Homebuyer or Minor Home Repair program if they pay back the funds due to not remaining in the home for the time frame set by said program.

Committee Member Horrell questions about pro-rating the programs and only having to pay a portion back depending on time spent in the home.

Ms. Kelly states it was discussed but not decided on yet.

Chris Sandie presented an Excel worksheet with the numbers corrected to the Committee.

Chairperson Miller states the Downtown Alive sent in a request asking for funds to install streetlight, but they do not qualify as a Public Service entity. Chairperson Miller further explains the City was looking into doing a streetscape plan and questions if the funds are enough for a streetscape plan.

Mr. Mallon explains the City Administrator is seeking in the budget to propose a downtown master plan that would include the streetscape plan, but the CDBG

funds can be used for a streetscape plan and the funds discussed would be adequate.

Chairperson Miller asks about the sidewalk funds and confirms with Chris Sandie.

Committee Member Byron Craddolph asks about a sidewalk improvement plan for Walnut Street to be incorporated with this years' program funds.

Chris Sandie explains how the project would work and how that Walnut Street sidewalk improvements are very costly and may not be able to be done by when CDBG program funds need to be spent. Mr. Sandie further explains the Melody Acres sidewalk improvement project can be done in a timely and costly fashion.

Committee Member Craddolph explains his concerns and wants for the sidewalk improvements along Walnut Street due to safety brought to him by citizens.

Chairperson Miller understands the need for the Walnut Street sidewalk improvements but doesn't feel at this time the project should be executed with CDBG funds.

Councilmember Edmondson states the program was just added to the CIP budget this year and is on the radar.

Chairperson Miller is in favor of the Melody Acres sidewalk improvement project for this year as it will be done within a timely and costly manner.

Chris Sandie explains the costs of the Walnut Street project with the funds proposed for this program year and how a sidewalk to nowhere would possibly happen due to cost.

Chris Sandie states Melody Acres would make a continuous sidewalk to businesses and schools and Walnut Street would not be contiguous.

Committee Member Craddolph questions if we can do the project at another time.

Chris Sandie states there is not money in the general fund budget to complete it currently to purchase easements and right of ways.

Councilmember Edmondson states the goal of the Walnut Street sidewalk improvement is to get the children to the splash pad and with CDBG funds that goal would not be reached.

Councilmember Jerry Kaylor favors the Melody Acres project due to being able to complete it fully and not piece meal it together as the Walnut Street project would be due to time and cost.

Councilmember Edmondson, Culpepper and Chairperson Miller agree with Councilmember Kaylor.

Committee Member Craddolph question the timeliness of Walnut Street project.

Councilmember Edmondson state the goal is three to five years.

Ms. Kelly states we can only use CDBG funds in LMI areas.

Committee Member Horrell questions about funds being rolled over to allow for the proposed projects.

Chris Sandie states only this year program funds can be rolled over, and the other roll over must be spent.

Committee Member Jaime Russell ask about funds to kick start the big Walnut Street project.

Chris Sandie says the issues is if he uses the funds for the design, he then must build it and time and cost are the biggest factors.

Chairperson Miller states the Walnut Street project should be in the next years program to allow for better planning and execution due to many difficult factors.

Committee Member Horrell questions if the Melody Acres can be completed,

Chris Sandie confirms and states it could be possibly done by Spring.

Committee Craddolph questions about the Walnut Street project again.

Chris Sandie explains the pros and cons between Melody Acres and Walnut Street and how the CDBG would work best for the Melody Acres project.

Committee Member Byron Craddolph questions about safe route programs.

Chris Sandie describes how safe routes works.

Chairperson Miller closed the public hearing for the 2022-2023 Annual Action Plan / Projects & Activities at 7:18 p.m.

**HEARING CLOSED**

**MOTION  
2022-2023 ANNUAL  
ACTION PLAN /  
PROJECTS & ACTIVITES**

Committee Member Ken Horrell moved to approve the 2022-2023 Annual Action Plan / Projects & Activities as amended in the meeting.

**SECOND**

Committee Member Jaime Russell seconded.

**VOTE**

Byron Craddolph – Aye  
Cindy Miller, Chairperson – Aye

Ken Horrell – Aye  
Jaime Russell – Aye

**RECOMMENDED APPROVAL  
(4-Aye, 0-No)**

**AGENDA ITEM 4  
PUBLIC HEARING / 2022-  
2026 CITIZEN  
PARTICIPATION PLAN /  
POLICIES &  
PROCEDURES**

Chairperson Miller opened the public hearing for the 2022-2026 Citizen Participation Plan / Policies & Procedures at 7:25 p.m.

**DISCUSSION**

Ms. Kelly stated the plan is in the packet and nothing has changed.

Committee Member Horrell questions about the next plan and how to better outreach for the survey and reach the targeted demographic.

Ms. Kelly states the next survey is in five years and we will work towards to better the outreach.

**HEARING CLOSED**

Chairperson Miller closed the public hearing for the 2022-2026 Citizen Participation Plan / Policies & Procedures at 7:27 p.m.

**MOTION  
2022-2026 CITIZEN  
PARTICIPATION PLAN /  
POLICIES &  
PROCEDURES**

Committee Member Ken Horrell moved to approve the 2022-2026 Citizen Participation Plan / Policies & Procedures.

**SECOND**

Committee Member Jaime Russell seconded.

**VOTE**

Byron Craddolph – Aye  
Cindy Miller, Chairperson – Aye

Ken Horrell – Aye  
Jaime Russell – Aye

**RECOMMENDED APPROVAL  
(4-Aye, 0-No)**

**OTHER BUSINESS**

None.

**MEETING ADJOURN**

With no further discussion, a motion was made by Committee Member Jaime Russell, to adjourn at 7:28 p.m. Seconded by Committee Member Ken Horrell.

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Respectfully Submitted by,  
Aliyah Kincade, Recording Secretary

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Cindy Miller, Chairperson

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Date

**Public Notice**  
**City of Blue Springs, Missouri**  
**Community Development Block Grant**  
**Consolidated Annual Performance and Evaluation Report (CAPER)**

The City of Blue Springs is in the process of developing the Consolidated Annual Performance and Evaluation Report (CAPER) for the 2021-2022 fiscal/program year for public review and comment. Each jurisdiction that has an approved Consolidated Plan shall annually review and report on the progress it has made in carrying out the Consolidated Plan and the Annual Action Plan. The CAPER describes the specific Community Development Block Grant (CDBG) activities undertaken during the fiscal program year, including activities related to housing, homelessness, and community and economic development needs and resources.

**The purpose of this Notice is to inform the public that the Community Development Block Grant (CDBG) Advisory Committee will hold a public hearing on Wednesday, January 4, 2023, at 4:00 PM in Room 128 (Community Development) at City Hall at 903 W. Main Street, Blue Springs, MO 64015.**

Staff will present the CAPER at the public hearing and a 15-day public comment period will be opened. **Public comments will be accepted beginning at the public hearing on Wednesday, January 4, 2023, and accepted through Friday, January 20, 2023.** The Committee and the City shall consider the views of citizens, public agencies, and other interested parties in preparing its final submission to the U.S. Department of Housing and Urban Development (HUD). A summary of public comments will be attached to the CAPER and submitted to HUD on or before January 31, 2023.

Beginning Friday, December 30, 2022, the draft CAPER may be viewed within the CDBG Advisory Committee meeting agenda packet on the City's website: at <http://www.bluespringsgov.com/agendacenter>. Individuals who do not have access to internet may request a copy or a viewing of the draft plan by calling 816-220-4504 or visit the Community Development Department at City Hall. For more information about the CAPER or to make a public comment, contact Cara Elbert, Assistant Director Community Development, at 816-220-4504 or [celbert@bluespringsgov.com](mailto:celbert@bluespringsgov.com). Written comments may be submitted to the City of Blue Springs Community Development Department, Attn: Cara Elbert, Community Development, 903 W. Main Street, Blue Springs, MO 64015.

Publish in the Examiner: Saturday, December 17, 2022

## **PROOF OF PUBLICATION**

City Of Blue Springs  
City Of Blue Springs  
903 W MAIN  
BLUE SPRINGS MO 64015

STATE OF MISSOURI, COUNTY OF JACKSON

The Examiner, a daily newspaper of general circulation in the County of Jackson, State of Missouri, where located; which newspaper has been admitted to the Post Office as a periodical class matter in the City of Independence, Missouri, the city of publication; which newspaper has been published regularly and has a list of bona fide subscribers, voluntarily engaged as such who have paid or agreed to pay a stated price for a subscription for a definite period of time, and that such newspaper has complied with the provisions of Section 493.050, Revised Statutes of Missouri 2000, and Section 59.310, Revised Statutes of Missouri 2000. The Affixed notice appeared in said newspaper in the following issues dated:

10/30/2021

and that the fees charged are legal.

Sworn to and subscribed before on 10/30/2021

Legal Clerk

Notary, State of WI, County of Brown

My commision expires

SARAH BERTELSEN  
Notary Public  
State of Wisconsin



**Public Notice  
City of Blue  
Springs, Missouri  
Community Development  
Block Grant  
Consolidated Annual  
Performance and  
Evaluation Report  
(CAPER)**

The City of Blue Springs is in the process of developing the Consolidated Annual Performance and Evaluation Report (CAPER) for the 2020-2021 fiscal/program year for public review and comment. Each jurisdiction that has an approved Consolidated Plan shall annually review and report on the progress it has made in carrying out the Consolidated Plan and the Annual Action Plan. The CAPER describes the specific Community Development Block Grant (CDBG) activities undertaken during the fiscal program year, including activities related to housing, homelessness, and community and economic development needs and resources.

The purpose of this Notice is to inform the public that the Community Development Block Grant (CDBG) Advisory Committee will hold a public hearing on Tuesday, November 16, 2021 at 6:00 P.M. in Room 128 (Community Development) at City Hall at 903 W. Main Street, Blue Springs, MO 64015.

Staff will present the CAPER at the public hearing and a 15-day public comment period will be opened. Public comments will be accepted beginning at the public hearing on Tuesday, November 16, 2021 and accepted through Friday, December 3, 2021. The Committee and the City shall consider the views of citizens, public agencies, and other interested parties in preparing its final submission to the U.S. Department of Housing and Urban Development (HUD). A summary of public comments will be attached to the CAPER and submitted to HUD on or before December 30, 2021.

Beginning Friday, November 12, 2021, the draft CAPER may be viewed within the CDBG Advisory Committee meeting agenda packet on the City's website at:

<http://www.bluespringsgov.com/agendacenter>

Individuals who do not have access to Internet may request a copy or a viewing of the draft plan by calling 816-220-4504 or visit the Community Development Department at City Hall. For more information about the CAPER or to make a public comment, contact Matt Wright, Assistant Director Community Development, at 816-220-4504 or [mwright@bluespringsgov.com](mailto:mwright@bluespringsgov.com). Written comments may be submitted to the City of Blue Springs Community Development Department, Attn: Matt Wright, Community Development, 903 W. Main Street, Blue Springs, MO 64015.

Published in the Examiner:  
Saturday, October 30, 2021

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

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

#### **91.520(a)**

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

The City of Blue Springs expended \$153,114.93 in CDBG funds during the 2021 program year (October 1, 2021 - September 30, 2022) out of the total budget of \$404,163. The largest expenditure among the standard CDBG allocation was \$88,350 for Parks Improvements, which included improvements to the HVAC system at Vesper Hall. The City funded three (3) public services, including \$948.75 for the Fieldhouse Recreation Scholarships program to provide reduced rate passes for low-moderate income households, \$11,730 for Hope House to provide counseling for victims of domestic violence, and \$25,000 to Community Services League (CSL) to provide subsistence payments for housing and utility assistance to low-moderate income households. Other expenditures include \$19,970 for Minor Home Repair Program, \$3,000 for the First Time Homebuyer Program and \$4,116.18 in program administration and planning. The only activities in which no funds were expended were for the Commercial Façade Grant program and the Sidewalk Improvement Program-which is slated to be utilized in the 22-23 program year. The City received several applications during the program year, however, upon further review, none of the applications were approved due to income or displacement disqualifications.

### **Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)**

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
AFH Local: Assistance & Support to Homeowners	Maintain Existing Housing/Facilities	CDBG: \$95,000	Homeowner Housing Rehabilitated	Household Housing Unit	60	0	0.00%	20	12	60.00%
AFH Local: Assistance & Support to Homeowners	Maintain Existing Housing/Facilities	CDBG: \$95,000	Other	Other	1	0	0.00%			
AFH Local: First Time Home Buyers	Affordable Housing	CDBG: \$24,000	Direct Financial Assistance to Homebuyers	Households Assisted	60	0	0.00%	12	0	0.00%
AFH Local: Minor Home Repair Program	Affordable Housing Maintain Existing Housing/Facilities	CDBG: \$95,000	Homeowner Housing Rehabilitated	Household Housing Unit	60	0	0.00%	20	12	60.00%
AFH Local: Review Codes & Incentives	Affordable Housing Non-Homeless Special Needs		Other	Other	1	0	0.00%			
AFH Reg: Adult Education	AFH		Other	Other	1	0	0.00%			
AFH Reg: Affordable Housing Information	AFH		Other	Other	1	0	0.00%			

AFH Reg: AFH Metrics	AFH		Other	Other	1	0	0.00%			
AFH Reg: Education/Job Training	AFH		Other	Other	1	0	0.00%			
AFH Reg: Expand CDFIs and Tax Credits	Affordable Housing		Other	Other	1	0	0.00%			
AFH Reg: Fair Housing Education	AFH		Other	Other	1	0	0.00%			
AFH Reg: Fair Housing Information	Affordable Housing Public Housing Non-Homeless Special Needs		Other	Other	1	0	0.00%			
AFH Reg: Housing Locator Service-Vouchers	Public Housing		Other	Other	1	0	0.00%			
AFH Reg: Lot Size Zoning Code	Non-Housing Community Development		Other	Other	1	0	0.00%			
AFH Reg: Model Zoning Codes	Non-Housing Community Development		Other	Other	1	0	0.00%			

AFH Reg: Regional Housing Voucher System	Public Housing		Other	Other	1	0	0.00%			
AFH Reg: Regional Transit Plan	Non-Housing Community Development AFH		Other	Other	1	0	0.00%			
AFH Reg: Regional Transportation for Jobs	AFH		Other	Other	1	0	0.00%			
AFH Reg: Univ'l Design for Public Subsidy Units	AFH		Other	Other	1	0	0.00%			
AFH Reg: Universal Design Standards	Non-Homeless Special Needs		Other	Other	1	0	0.00%			
Encourage Diversity of Housing Options	Affordable Housing Non-Homeless Special Needs		Other	Other	1	0	0.00%			
Financial Assistance to LMI Households	Affordable Housing Maintain Existing Housing/Facilities	CDBG: \$119,000	Homeowner Housing Rehabilitated	Household Housing Unit	60	0	0.00%	20	12	60.00%

Financial Assistance to LMI Households	Affordable Housing Maintain Existing Housing/Facilities	CDBG: \$119,000	Direct Financial Assistance to Homebuyers	Households Assisted	60	0	0.00%	12	0	0.00%
Redevelop Downtown Blue Springs	Non-Housing Community Development	CDBG: \$30,000	Facade treatment/business building rehabilitation	Business	2	0	0.00%	3	1	33.33%
Reinvest In Existing Neighborhoods	Non-Housing Community Development	CDBG: \$105,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	0		1370	0	0.00%
Reinvest In Existing Neighborhoods	Non-Housing Community Development	CDBG: \$105,000	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	12835	0	0.00%			
Reinvest In Existing Neighborhoods	Non-Housing Community Development	CDBG: \$30,000	Facade treatment/business building rehabilitation	Business	2	0	0.00%			
Support Public Service Agencies	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$37,240	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	12835	19	0.15%	154	19	12.34%

Support Public Service Agencies	Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$37,240	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	0	0		48	0	0.00%
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**Table 1 - Accomplishments – Program Year & Strategic Plan to Date**

**Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.**

## CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	60
Black or African American	16
Asian	0
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
<b>Total</b>	<b>76</b>
Hispanic	1
Not Hispanic	78

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

### Narrative

With the 2021 CDBG allocation, a total of 78 households received assistance through the Minor Home Repair Program, Fieldhouse Recreation Scholarships, Hope House, and Community Services League. Approximately 77% of families were white, 21% were black/African American, and 2.5% were multiracial or other not listed in the above table. Approximately 1% were also Hispanic. The families assisted above only include the race and ethnicity of households receiving assistance through the standard allocation.



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

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	404,163	153,114.93

Table 3 - Resources Made Available

### Narrative

The City had \$404,163 allocated in the 2021 Annual Action Plan, which included a 2021 allocation of \$262,721 and \$141,442.57 in reprogramming of pre-2020 funds. Of the \$404,163, the City expended \$153,114.93, or approximately 37.88% of the funds. This is a much lower spending rate than in previous years due to the City's focus on expending CDBG-CV (CARES Act) in a timely manner as well as staff turnover within the Community Development Department. The City had \$109,606.07 in programmed CDBG funds that were not expended by the end of the program year (September 30, 2022).

The City continues to make efforts to expend funds in a timely manner, however, the 2021 program year had several challenges with the primary focus shifting from responding to the pandemic with CDBG-CV (CARES Act) funds as well as change in staff within the department and training that needed to occur to bring existing staff up to speed while positions were filled. This focus delayed other projects, including the Sidewalk Improvement Program and the Commercial Façade Program. The Minor Home Repair Program was also impacted by labor and material shortages. Despite these setbacks, the City still continues to expended as many funds as possible in each program year.

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Downtown Blue Springs	16	20	
Low-Mod	33	0	

Table 4 – Identify the geographic distribution and location of investments

### Narrative

The City allocated 33% of 2021 program funds to low-moderate income census block groups. As the 33% of the allocation was all for a basketball court replacement at Blue Springs Park, which was delayed and completed in October 2022 (after the end of the program year), it is not included in this report. The City allocated 16% of 2021 program funds to Downtown Blue Springs, a designated slum/blight area, which included funds for the commercial facade improvement grant program. Based on the low amount of program funds expended, 20% of the expended allocation was used for Downtown Blue Springs. The remaining program funds were not allocated to any specific geographic area and were available to low-

moderate income homeowners and limited clientele for public services.

## **Leveraging**

**Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.**

Most activities include leveraged funds from other sources. The First Time Home Buyer program limits the amount of down payment assistance to 50% of the total down payment, with the homebuyer required to leverage their private funds for the remainder to acquire the home. The Fieldhouse Recreation Scholarships program provides reduced rates for scholarship passes, with residents paying a portion of the fee based on their income. nHope House and Community Services League all receive funds from a variety of private and other local funding sources, including significant volunteer support. The City leverages funds for the staffing and management of the CDBG program and related activities. The only exception is for special planning studies or projects where a consultant is required. The only activities during the program year that did not include leveraged funds were the Minor Home Repair Program and the Park Improvements Program. However, several Minor Home Repair Program recipients contribute private funds to complete projects in excess of the grant amount.

## CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	80	23
Number of Special-Needs households to be provided affordable housing units	0	0
<b>Total</b>	<b>80</b>	<b>23</b>

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	48	11
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	20	12
Number of households supported through Acquisition of Existing Units	12	0
<b>Total</b>	<b>80</b>	<b>23</b>

Table 6 – Number of Households Supported

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

The City's goal was to provide affordable housing assistance to 80 households during the 2021 program year. The City provided assistance to 23 households, or 29% of the goal. All three programs (rental assistance, minor home repair/rehab, and acquisition of existing units) goals fell short. Rental assistance was provided by the Community Services League as subsistence payments, which also included utility assistance. A majority of the 37 households assisted with subsistence payments were for utilities, rather than rental assistance. Only 30% of households received rental assistance. Additionally, 60% of the goal CAPER 14 OMB Control No: 2506-0117 (exp. 09/30/2022) was met for the Minor Home Repair Program (home rehabilitation). There were no acquisitions of existing units approved through the First Time Home Buyer program. This goal has not been met in a few years and continues to be a difficult goal to meet as

housing prices continue to increase, leaving limited for-sale housing stock available for low-moderate income home buyers. The goals above only reflect the goals met with the 2021 CDBG allocation.

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

The City believes that the Minor Home Repair Program will continue to be successful. However, the First Time Home Buyer program has continued to be less utilized year after year as there are fewer houses available in prices ranges affordable to low-moderate income buyers. The City reduced the number of grants from 12 in 2020, but increased it at 19 for the 2021 program year as there was increased interest. The City may reallocate some First Time Home Buyer applications to other projects if needed. The usage of funds for subsistence payments through public services proved to be very successful and needed during the 2021 program year, as the need expotentially increased as a result of the pandemic.

**Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.**

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**Table 7 – Number of Households Served**

**Narrative Information**

The City funded four programs that have income requirements by family size to determine eligibility, including: Minor Home Repair Program, First Time Home Buyer Program, Fieldhouse Recreation Scholarships, and Community Services League (CSL) (subsistence payments). Hope House falls under a presumed low-moderate income benefit due to the clientele served (victims of domestic violence). Of the 137 individuals served, 78 were extremely low-income. 70 of those individuals were provided subsistence payments through CSL. The remaining 8 individuals received Fieldhouse Recreation Scholarships or Minor Home Repair assistance. The 59 low-income persons included the remaining subsistence payments recipients and a majority of Minor Home Repair assistance. Most persons CAPER 15 OMB Control No: 2506-0117 (exp. 09/30/2022) receiving assistance for owner-occupied housing were more likely to have a higher income than those receiving subsistence payments or recreation scholarships.

**CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)**

**Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:**

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

Addressing the emergency shelter and transitional housing needs of homeless persons

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again.

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

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

Blue Springs does not have a Public Housing Authority (PHA) within the City limits. Blue Springs residents are served by PHAs in Jackson County, including Independence, Kansas City (MO), and Lee's Summit. The City worked closely with all three PHAs on the 2022-2026 Consolidated Plan submitted to HUD in August 2022, and continues to be in contact with the PHAs during the development of Annual Action Plans. The PHAs serving Jackson County currently have waiting lists with limited inventory available.

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

Current public housing residents who are interested in purchasing a home in Blue Springs who qualify as a first time home buyer are encouraged to consider the First Time Home Buyer program. Public notices on the program are published in the local newspaper (The Examiner) and the City's website at the beginning of the program year.

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

None of the PHAs serving Blue Springs are classified as troubled.

## **CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)**

**Actions taken to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment. 91.220 (j); 91.320 (i)**

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

The City adopted a new Comprehensive Plan in 2014 and a subsequent Unified Development Code (UDC/zoning code) in 2015. The new Comprehensive Plan and UDC encourages a greater mix of building types, development types, and mixed-uses that are intended to encourage more mixed-use and mixed-income housing developments. Through the 2016 Assessment of Fair Housing, the City made a goal to encourage new development (particularly multi-family developments) to include more ADA units than required by code to increase housing options for persons with disabilities in the community where needs are not being met. Other goals include developing model zoning codes for small-lot development to increase affordability and availability of housing units. The City completed a CHAT (Community Housing Assessment Team) Study in January 2019 which noted that most housing units in Blue Springs are affordable to households with incomes between \$25,000 and \$75,000 (low-moderate income households), but there is a shortage of units affordable to households with incomes less than \$25,000 (very-low income households). However, the CHAT Study noted some housing challenges that impact low-moderate income households, including: lack of availability of housing due to low supply, low construction rates for multi-family and other non-single-family housing types which pushes affordable single-family units to become rentals (decreasing homeownership opportunities for low-moderate income households), and increasing construction costs leading to increased housing costs especially for starter homes. The average price premium for a new house is double that of an existing house, limiting most low-moderate income households to purchase existing housing, which may need repairs. Overall, the City's Comprehensive Plan, UDC, and CHAT Study encourage more mixed-income, mixed-use, and mixed-density neighborhoods in the future. In September 2020, the City Council approved a rezoning and Concept Plan for a 40-unit low-income senior housing apartment development. The applicant applied for low-income housing tax credits, but were not approved in 2021

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

Applicants of the Minor Home Repair Program with homes built before 1978 are required to either provide proof of lead-based paint testing or have a lead-based paint test completed as part of their repairs to any painted surfaces. Any disturbed lead-based paint must be abated. Applicants of the First Time Home Buyer Program purchasing homes built before 1978 are required to submit a lead-based paint disclosure form acknowledging any lead-based paint hazards before closing. Lead-based paint hazards information is provided in all application packets.

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

The City coordinates with public service agencies and organizations to provide assistance to families below



or near the poverty-level. CSL provides housing and employment assistance to families with the goal of fostering stability. The City encourages the development of mixed-income housing and expansion of economic opportunities in the community, both of which can help families in Blue Springs rise out of poverty and decrease the risk of falling back below the poverty-level. Recent economic development projects have added hundreds of new employment opportunities in the community.

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

The City, now in its 16th year of receiving CDBG funds, continues to refine and improve the administrative processes and procedures to ensure compliance and expending funds in a timely manner. Staff has created a new set of administrative guidelines that provides step by step process information for each activity and program. The administrative guidelines also include communication processes to subrecipients and contractors to ensure all individuals receiving funds are in compliance.

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

The City will continue to coordinate with aforementioned public service agencies and organizations to provide assistance to low-moderate income households in need of housing, employment, and other support services.

**Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)**

The City collaborated with area communities (Independence, Kansas City – MO & KS, and Leavenworth) in the metro area in 2022 to complete the 2022-2026 Assessment of Fair Housing. Both local and regional goals and objectives were included in the 2022-2026 AFH and the 2021-2022 Annual Action Plan. Status updates to each goal have been reported on in this CAPER. The participating communities and the Mid-America Regional Council continue to meet periodically to review goals and status updates, as well as coordinate shared programs and events.

## **CR-40 - Monitoring 91.220 and 91.230**

**Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements**

The City maintains both paper and electronic records of activities. Activities and programs are included in the Annual Action Plan and reviewed annually to ensure compliance with all applicable regulations and processes. Staff has created a new set of administrative guidelines that provides step by step process information for each activity and program to ensure compliance. The City encourages women-owned and minority-owned businesses, as well as Section 3 businesses, to apply for all contracted work. The City reports this data annually as required.

## **Citizen Participation Plan 91.105(d); 91.115(d)**

**Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.**

The City requires a public notice to be posted at least 15 days prior to the CAPER public hearing. There is an additional 15 day public comment period following the public hearing. This process provides a longer review and comment period than required to provide citizens ample opportunity to review and comment on the performance report.

## **CR-45 - CDBG 91.520(c)**

**Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.**

There were no changes made to program objectives during the 2021 program year. The City's objectives remained the same as approved under the allocation approved in June 2021. The City continues to utilize the goals and objectives outlined in the 2017- 2021 Consolidated Plan. However, the City does continue to review and refine processes and applications for various CDBG activities and programs to better meet the needs of applicants, CAPER 22 OMB Control No: 2506-0117 (exp. 09/30/2022) subrecipients, and contractors, as well as to meet all applicable Federal regulations and processes. The City started a new pre-approved contractor list for the Minor Home Repair Program in 2018, which has helped to expedite home repairs by making it easier for homeowners to locate qualified contractors who are aware of the program requirements and meet licensing requirements. Staff also updates applications and program guidelines annually and continues to improve processes based on past experiences.

**Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI)**

**grants?**

No

**[BEDI grantees] Describe accomplishments and program outcomes during the last year.**