



**2016-2017
CDBG
Annual Action Plan**

Table of Contents

<u>GENERAL</u>	<u>2</u>
<i>Executive Summary.....</i>	2
LMI Census Tracts/Block Groups (Map 1)	4
<i>Managing the Process</i>	5
<i>Institutional Structure.....</i>	6
<i>Monitoring.....</i>	7
<i>Lead-based Paint</i>	7
<u>HOUSING.....</u>	<u>8</u>
<i>Specific Housing Objectives</i>	8
<i>Needs of Public Housing</i>	8
<i>Barriers to Affordable Housing</i>	8
<u>HOMELESS</u>	<u>9</u>
<i>Specific Homeless Prevention Elements.....</i>	9
Students classified as homeless (Table 1)	9
<u>COMMUNITY DEVELOPMENT</u>	<u>11</u>
<i>Consolidated Plan.....</i>	11
<i>Antipoverty Strategy</i>	12
Blue Springs Poverty Levels (Table 2).....	12
Blue Springs Income Levels (Table 3).....	13
<u>OTHER NARRATIVE.....</u>	<u>13</u>
<u>2016 – 2017 ONE YEAR ACTION STRATEGY.....</u>	<u>14</u>
<u>LIST OF ATTACHMENTS</u>	<u>15</u>

CDBG Annual Action Plan 2016-2017

GENERAL

Executive Summary

The City of Blue Springs is a suburban community located in eastern Jackson County, the eastern portion of the Kansas City Metropolitan Area. Blue Springs is located on Interstate 70, U.S. 40 Highway and Missouri Highway 7, which has positioned the community as a regional center of commerce and industry. The major highways and Interstate 70 provide commuter access to other parts of the metropolitan area and have also encouraged growth of the City, more specifically commercial development along the major highway corridors with large residential developments adjacent.

Blue Springs has experienced rapid growth since 1970 when the population was comprised of approximately 6,800 residents. By 1980, the City had more than quadrupled its population to almost 26,000 and by 2010 the population had reached 52,575. Today, Blue Springs is the 11th largest city in Missouri with 54,148 residents.

According to the 2010-2014 American Community Survey, 5-year estimates, the Blue Springs median household income is \$63,850. This means that a household income of \$51,080 represents 80% of the median household income. The City has identified eight (8) census tract block groups within Blue Springs that have a predominance (greater than 40%) of low and moderate income (LMI) households.

The City of Blue Springs intends to utilize the CDBG funding from HUD by providing public infrastructure improvements in areas of greatest need, minor home repair, first time homebuyer support, neighborhood improvements, downtown façade improvements, and slum and blight acquisition and removal.

Blue Springs intends to continue the Minor Home Repair Program (MHRP) that was started in 2008. The City plans to continue the First Time Home Buyers (FTHB) program to assist low/moderate income residents to make a home purchase in Blue Springs. The grassroots organization Downtown Alive—formed by residents and business owners in downtown Blue Springs—has grown into a vital part of the reinvestment of the older, historic portion of the City. Providing funding for this organization will help to foster its continued growth and enhance the connections the City has with the residents in downtown Blue Springs. In conjunction with Downtown Alive, the City will fund a grant to help rehabilitate historic building facades. This will inspire and fuel continued redevelopment and growth of services for neighborhoods adjacent to downtown, which are designated LMI areas.

The City also intends to provide vital improvements to distressed neighborhoods by utilizing a portion of the funding to eliminate factors that contribute to slum and blight in the form of property acquisition and/or demolition.

The City has been engaged in multiple visioning and master planning processes during the last ten years. These efforts to involve the public in the advancement of the older neighborhoods of the City have produced a very clear direction that the City intends to follow with the help of CDBG funding. The City adopted a new Comprehensive Plan and Unified Development Code in October 2015. The Comprehensive Plan is focused on the continued redevelopment and rehabilitation of Downtown, as well as reinvestment in developed areas and corridors.

The project proposed for the 2016-2017 Annual Action Plan will continue to address the needs and goals identified in the Downtown Master Plan, the Comprehensive Plan, by Downtown Alive, and by citizens from public meetings. As part of the public participation process, 3 public hearings were held by the CDBG Advisory Committee prior to a final draft of the Annual Action Plan being submitted for public comment. At the 3 public hearings, the public was invited to review funding proposals and make recommendations on areas or programs in need of assistance. A 30 day public comment period on the draft Annual Action Plan followed the third and final public hearing by the CDBG Advisory Committee. A final public hearing was held by the City Council to adopt the Annual Action Plan. A summary of all public comments received and public notice documentation are included in the Appendix.

The Minor Home Repair Program has helped numerous Low/Moderate income citizens with minor repairs to their homes. The City intends to continue this program by continuing to utilize CDBG funds in 2016-2017. The program has provided exterior home repair to 75 homeowners, totaling over \$350,000 in repairs.

The First Time Home Buyers program remains active with all of the allotted funding being used and has succeeded in bringing new residents into the City. This program has assisted 69 new home owners in the City of Blue Springs, totaling over \$200,000 in homeownership assistance. The FTHB program is proposed to be continued in 2016-2017.

The increased focus of the community towards revitalizing downtown Blue Springs has led to a community group of residents, business owners and property owners to form the group known as Downtown Alive. This group focuses their energies on revitalizing downtown. Their efforts are supported by the City and every avenue to assist this movement is being pursued. The City plans to fund a portion of the Downtown Alive budget and to provide a matching grant to buildings in downtown for façade renovations. Helping Downtown Alive promote the core of Blue Springs will encourage reinvestment and provide neighborhood residents with expanded services and opportunities that did not previously exist.

In addition to being in a designated low/moderate income census block group, much of the downtown area has also been classified as blighted by a series of blight studies conducted over the past 16 years (2000, 2004, and 2008). The City proposes to utilize CDBG funds to acquire and demolish blighted properties to support redevelopment.

In 2015, the City of Blue Springs opened the Blue Springs Fieldhouse, a 76,000 square feet indoor recreational facility. The facility, located at 425 NE Mock Avenue, is in a low/moderate census block group. However, due to the membership fees for the facility, many low/moderate income residents cannot afford to utilize this valuable public service. Therefore, the City is proposing to utilize CDBG funds to provide reduced membership and day pass rates to low/moderate income residents.

Managing the Process

The City of Blue Springs serves as the lead agency for initiating, overseeing and implementing the Consolidated Plan. More specifically, the Mayor and City Council of the City of Blue Springs is the primary decision-making body for establishing housing policy, selecting policies through each budget year and capital improvements plan and approving the Consolidated Plan and Annual Action Plan. The City Administrator is responsible for implementing the City Council policy and decisions.

The Community Development Department serves as the lead for developing and implementing the Consolidated Plan and Action Plan. The Department is responsible for citywide planning and will administer programs from the Department of Housing and Urban Development, including the Minor Home Repair Program and First Time Home Buyers Program.

The Blue Springs Comprehensive Plan was adopted in October 2015 and presents strategies and recommendations for future development and redevelopment. The Comprehensive Plan is used as a guide for development decisions by staff, the Planning Commission, and the City Council. The new update has a renewed focus on the continued redevelopment of the downtown area and encouraging appropriate infill and redevelopment of older neighborhoods and corridors. The City's updated Unified Development Code (UDC) was also adopted in October 2015 to complement the Comprehensive Plan. The new UDC provides new building types, zoning districts, open space systems, street frontage types, and street designs that are intended to assist in the goals of creating neighborhood activity centers, fostering mixed-use development, and promoting compatible infill development in redeveloping areas.

The City of Blue Springs Downtown Master Plan, adopted in 2007, emphasized revitalizing the City's core and surrounding neighborhood areas. The Master Plan identified many areas in need of infrastructure improvements in order to better serve residents and enhance downtown Blue Springs. A visioning effort, "Renew the Blue" included a variety of Blue Springs residents as well as businesses and identified what Blue Springs should look like decades from now. Both the Master Plan and visioning effort included a vast amount of public input and participation. The City's decision to focus CDBG funds to the downtown core area is a direct result of both processes. The City and Downtown Alive are planning a review and update of the Downtown Master Plan in the near future.

The community driven downtown revitalization effort has been energized by Downtown Alive. This group of residents, business owners and property owners all with a vested interest in the rehabilitation and redevelopment of downtown Blue Springs has been a Main Street community since 2011. Since that time, Downtown Alive has received multiple awards from Missouri Main Street Connection, including 2013 Outstanding Affiliate Community Award, 2014 Outstanding Public Partner Award, and 2015 Streets & Public Improvement Project Award. The well-being of the surrounding neighborhoods and businesses is the organization's main priority. Downtown Alive also actively works to attract new businesses and residents to the downtown area.

As a Community Development Block Grant (CDBG) entitlement community, the City of Blue Springs is required to adopt a Citizen Participation Plan (CPP) in conformance with the requirements of the Consolidated Planning Regulations, Annual Action Plans and the Consolidated Annual Performance Report. The CPP describes the policies and

procedures for involving the general public (citizens) in critical planning issues and funding recommendations related to the CDBG program.

It is the policy of the Blue Springs City Council to afford citizens the opportunity to assist in selecting priorities and otherwise participate in the development of the Consolidated Plan. Citizen participation is a vital component to the development of the Consolidated Plan and subsequent Annual Action Plans. The City Council approved a new CDBG Advisory Committee to oversee the development of the Annual Action Plan. The advisory committee includes 3 City Council members (one from each district), and a commissioner or board member from each of the following: Planning Commission, Downtown Alive, Downtown Review Board, and Park Commission. The CDBG Advisory Committee held three public hearings in May and June 2016. A 30 day public comment period was held from late June to late July 2016 to allow the public the opportunity to review and comment on the draft Annual Action Plan. The City Council held a public hearing in August 2016 to review and approve the final Annual Action Plan. All meetings and public comment period were advertised to the public and the public was encouraged to participate. The CDBG Advisory Committee did have one request for funding from the Community Services League (CSL) at the May 24, 2016 public hearing (see attached minutes and summary of public comments).

In addition, the Downtown Alive group meets once a month as a large group and has four committees that meet once a month outside of the main meeting. CDBG project updates are discussed monthly and City staff receive feedback from board members and interested citizens on needs in and around the downtown area.

There are numerous groups particularly targeted for participation including low-and moderate income persons, minorities, non-English speaking persons, and persons with disabilities. Notices of meetings are available on the City's website, posted at City Hall, and advertised in *The Examiner* when a public hearing is required.

The City makes available to citizens, public agencies, and other interested parties information that includes the amount of assistance the jurisdiction expects to receive and the range of activities that will be undertaken. This also included the estimated amount that will benefit persons of low-to-moderate income households.

The noticed public comment period was from June 25, 2016, through July 25, 2016. No written comments were received on the 2016-2017 Annual Action Plan during the public comment period.

Institutional Structure

The Mayor and City Council of the City of Blue Springs is the primary decision-making body for establishing housing policy, selecting policies through each budget year and capital improvements plan and approving the Consolidated Plan and Action Plan. The City Administrator is responsible for implementing the City Council policy and decisions.

The City of Blue Springs is responsible for developing and implementing the Consolidated Plan and Action Plan. The City is also responsible for monitoring for compliance. The City is the grantee of the CDBG funds, administers the selected programs and is responsible for the allocation of funds. The Community Development Department serves as the lead for developing and implementing the Consolidated Plan and Action Plan. The Department is responsible for citywide planning and administers

programs from the Department of Housing and Urban Development, including the Minor Home Repair Program, First Time Home Buyers Program, and downtown façade improvement grants.

The City of Blue Springs has expanded staff involvement in CDBG administration. The ability for staff to be available to implement the Consolidated Plan will create a stronger and timelier system of review, implementation, and customer service.

Monitoring

City staff monitors all activities to ensure compliance with eligibility requirements as well as the national program objectives. Staff reviews each program step-by-step to ensure that all requirements are met. Training has also been a key element of effective monitoring techniques which ensure continued compliance. Staff has received IDIS training, environmental training, Fair Housing training and additional updates of applicable laws, policies and procedures. Procedures have been developed by the City in order to make sure that program goals are being achieved, activities are completed in a timely manner, and the financial systems and all required documentation are maintained. As staff continues to become familiarized with the programs, procedures, systems and policies it is anticipated that the administration, implementation, allocation and monitoring processes will become more efficient.

The City has focused more resources for meeting the timeliness deadline per HUD guidelines by instituting extra internal checks. Members of the finance department have been granted access to IDIS to streamline the drawdown process and to pull IDIS reports as needed to more closely monitor CDBG balances. These added reviews will allow the city to track expenditures and the balance in a more organized manner.

Lead-based Paint

In response to HUD's lead-based paint regulations the City will assess lead paint issues in all contracts that the City enters into under the CDBG program and other non-CDBG capital projects and will monitor compliance with all contractual requirements. The City does not anticipate any infrastructure projects will have lead-based paint hazards. Conversely, lead-based paint concerns may arise in the Minor Home Repair Program and First Time Home Buyers Program. Each project will be assessed individually and may require remediation. A Lead-Based Paint Visual Assessment, performed by a certified inspector, will be required for all properties constructed prior to 1978 to be assisted under the Minor Home Repair Program.

Additionally, the City has made available information and brochures on the hazards associated with lead-based paints and the federal laws that apply to landlords and sellers to disclose known information on lead-based hazards before leases or sales take place of the specific units. This information is being disseminated to all persons and applicants seeking building permits at the City Hall or any other interested persons.

HOUSING

Specific Housing Objectives

Housing needs and demand is projected to continue to increase into the future. Citizens on fixed incomes and retirees on retirement income will be the most impacted by the increasing cost of housing.

The City of Blue Springs plans to address housing by providing two programs—Minor Home Repair and First Time Home Buyers—to assist with the rehabilitation of older homes and to encourage home ownership in the city. Both programs are targeted to low-moderate income households. The Minor Home Repair Program is designed to address exterior home improvements that allow residents to stay in their current home. It also has a positive impact on the surrounding neighborhood by maintaining aesthetics and property values. The First Time Home Buyers program provides homeownership assistance for households wanting to purchase their first home. This program attracts new households to Blue Springs and encourage neighborhood and household stability.

The City of Blue Springs is currently collaborating with the City of Kansas City, Missouri and other participating entitlement communities on a regional Assessment of Fair Housing (AFH). With the assistance of the Mid-America Regional Council and numerous public service organizations, the program participants will develop the AFH subject to the Affirmatively Furthering Fair Housing (AFFH) rule that seeks to better address fair housing issues. The AFH, expected to be completed by October 4, 2016, will provide data, strategies, and goals that can inform the direction of the next Consolidated Plan, due to be prepared and adopted before October 1, 2017.

Needs of Public Housing

The Section 8 program for the City of Blue Springs is administered by the City of Independence, Missouri, immediately west of Blue Springs. The Housing Authority operates three public housing sites in Independence. The City will offer any assistance requested by the agency if the need arises.

Barriers to Affordable Housing

Prior to the current AFH effort, the City of Blue Springs participated in a regional effort that produced the "Analysis of Impediments to Fair Housing Choice for the Kansas City Region" during late 2010 through early 2011. The document addresses the impediments to fair housing along with recommendations to remove barriers in Blue Springs and the Kansas City metropolitan area. The City of Blue Springs plans to utilize the following steps to remove barriers to affordable housing in the community:

- Working with the development community to encourage mixed-use and mixed-income development (both owner-occupied and renter-occupied) that allow services within walking distance of residential areas.
- Encourage quality multi-family units of varying densities at appropriate locations.
- Encourage approval of developments of attached single-family homes and senior housing at appropriate locations.

The City has recently seen the completion of two new senior living facilities (Benton House and The Parkway) that provide needed services to seniors, especially individuals with limited mobility. Together, 167 new units were added, as well as 32 memory care units. An additional 14 units will be added to Benton House in 2016.

The City also has several multi-family (including attached single-family) or assisted living developments either under construction or in the planning process, including Parkway Villas, a 43-unit assisted living development.

HOMELESS

Specific Homeless Prevention Elements

Blue Springs is committed to addressing the problem of homelessness in its community through a variety of local and area wide services.

The City works closely with the Blue Springs School District in multiple areas, including identifying and assisting families that are homeless. The School District has an assistant superintendent that serves as the District's Homeless Coordinator. The District maintains statistics for students that are homeless. It is their responsibility to ensure that all children that are homeless enroll in school, transfer school records, address records, and to address transportation issues. Upon identification that a student is homeless, the District ensures that the student will have adequate transportation to and from school. The District also provides referrals to the Blue Springs office of the Community Services League.

Students classified as homeless (Table 1)

School Year	# students classified as
2009-2010	31
2010-2011	60
2011-2012	76
2012-2013	83
2013-2014	70
2014-2015	72
2015-2016	31

The increase from the 2009-2010 school year to the 2010-2011 school year is attributed to a better understanding of the system and classifications. More students were identified and offered services because of the consistent effort of the school district and of the residents of the district. The number of students classified as homeless experienced a significant decline over the past school year. This is related to a variety of reasons, including a better understanding in the community of the causes of homelessness. The Community Services League has also had a positive impact by providing assistance in helping families find permanent housing and stable employment. Local economic conditions continue to improve, which increases employment opportunities.

Homeless Population

The homeless needs in Blue Springs are addressed through the Kansas City/Jackson County, Missouri's Continuum of Care (CoC). The CoC is coordinated by the Homeless Services Coalition of Greater Kansas City whose mission is to "bring together organizations and individuals dedicated to creating opportunities for compassionate community responses to homelessness." This collaborative effort, supported by more than 60 diverse organizations, is committed to creating and maintaining a continuum of care that responds to the complex needs of homeless individuals and families.

The Homeless Services Coalition of Greater Kansas City (HSC) is committed to community networking and coalition building. Service providers, consumers, community leaders, government agencies and others in the Greater Kansas City metro area have come together, under the central umbrella of the Homeless Services Coalition, to help eradicate homelessness in the community. HSC was formed to address the concerns and interests of the homeless community, service providers, their consumers and supporters

The homeless services coalition funding for 2015 was approximately 11.4 million dollars and covers 42 programs in Jackson County, including Blue Springs. The Homeless Services Coalition of Greater Kansas City (HSC) conducted a 24 hour point in time census in Jackson County on January 27, 2016. The survey found in Jackson County there were 1,452 total individuals that are considered homeless, roughly the same as in 2015 when 1,446 individuals were counted, but down significant from a January 2011 high of 2,789. These figures represent the number of people living on the streets who were interacting with street outreach workers or those receiving or requesting shelter or housing on January 27, 2016.

One of the lead entities offering transitional living or transitional housing is The Community Services League (CSL). The CSL is headquartered in nearby Independence, Missouri and provides services to persons in Blue Springs from a satellite office at 200 SW 10th Street in downtown Blue Springs. The CSL provides a broad spectrum of services to meet the immediate and long term needs of the community. Services include Emergency Assistance, Housing Counseling, and Work Express.

The CSL obtains funds from Missouri Housing Trust Fund, Jackson County Housing Commission and the Federal Emergency Management Administration. Funds are used to provide rent/mortgage and deposit assistance and in most cases only pay a portion with the applicant paying a portion depending upon their circumstances.

The following is a summary of the Emergency Assistance that CSL provided to Blue Springs residents in 2015:

Individuals Served 1,683 (including 701 children and 131 seniors)
Households Served 612
Food Assistance: \$54,529
Housing Assistance: \$8,127 (25 households)
Utility Assistance: \$17,408 (125 households)
Health/Medical Assistance: \$18,660 (including eye exams, hearing aids, glasses, dental services, and prescriptions)

COMMUNITY DEVELOPMENT

Consolidated Plan

The 2011-2016 Consolidated Plan (extended through 2017) for the City of Blue Springs focuses on downtown street, parks and recreation and infrastructure improvements in the five Census tracts identified by HUD as home to the highest population of low-moderate income persons. These areas include four Census tracts generally located south of Interstate 70 including the Downtown core of Blue Springs, east to Highway 7, south to the railroad tracks and west to Woods Chapel Road. There is also a low-mod area in the farthest northeast portion of the City north of I-70 extending north to E. Pink Hill Road and west including neighborhoods bordering along Adams Dairy Parkway. The City's 2015 Capital Improvements Program identifies the specific projects that are proposed in the low and moderate-income areas of Blue Springs.

The 2011-2016 Consolidated Plan analyzed the City's housing needs and resident preferences and developed a plan which prioritized where resources should be invested. The Plan is driven by five major goals. The goals and objectives are the result of a wide range of citizen input through task forces, surveys and planning workshops. The five priorities were identified as follows:

Goal 1: Redevelop Downtown Blue Springs. Promote Downtown Blue Springs' Potential for Growth

Objectives:

- Promote high density housing Downtown to create activity.
- Study opportunities for public gathering places in the Downtown.

Goal 2: Promote Housing Diversity. Diversify the Blue Springs Housing Market

Objectives:

- Promote high density development in order to accommodate housing diversity.
- Promote a variety of housing development satisfying various income brackets.
- Adopt and amend housing development standards to offset the perception that higher density housing must be lower quality.
- Address the needs of the elderly by providing a wider range of elderly housing in environments that are conducive to their lifestyle and needs.

Goal 3: Maintain Existing Housing and Infill Housing

Objectives:

- Promote stabilization of neighborhoods to encourage home investment and maintenance.
- Promote infill housing development to maximize existing infrastructure and encouraging reinvestment.

Goal 4: Provide Park Improvements

Objectives:

- Promote stabilization of neighborhoods through park facility reinvestment and maintenance.

Goal 5: Provide support to public service agencies that benefit low-income persons

Objectives:

- Provide funding to social service agencies to support their effort to stabilize low-income persons and to provide a solid foundation for them to build a solid life.

A continued obstacle for meeting the community’s needs is the limited funding available for public service programs and public infrastructure improvements. Like most communities, Blue Springs continues to improve economically, but needs remain greater than available resources.

Antipoverty Strategy

According to the American Community Survey 2010-2014 5 year estimate, 7.2% of the Blue Springs households are considered below the poverty level, which earn \$24,230 for a family of four or less annually. The City recognizes a need to continue the current programs for lower income families and to explore the opportunities to improve programs serving both the low income and the low-moderate income segments.

Blue Springs Poverty Levels (Table 2)

PERCENTAGE OF FAMILIES AND PEOPLE WHOSE INCOME IN THE PAST 12 MONTHS IS BELOW THE POVERTY LEVEL	
All families	7.2%
With related children under 18 years	12.0%
Married couple families	2.8%
With related children under 18 years	4.1%
Families with female householder, no husband present	23.8%
With related children under 18 years	32.9%
All people	9.3%
Under 18 years	13.7%
18 to 64 years	8.3%
65 years and over	4.7%

Blue Springs Income Levels (Table 3)

INCOME IN THE PAST 12 MONTHS	Blue Springs, Missouri (2010-2014 ACS)			
	Households		Families	
	Estimate		Estimate	
Total	19,353		14,160	
Less than \$10,000	665	3.4%	326	2.3%
\$10,000 to \$14,999	751	3.9%	395	2.8%
\$15,000 to \$24,999	1,537	7.9%	897	6.3%
\$25,000 to \$34,999	1,904	9.8%	1,010	7.1%
\$35,000 to \$49,999	2,544	13.1%	1,728	12.2%
\$50,000 to \$74,999	3,932	20.3%	2,881	20.3%
\$75,000 to \$99,999	3,550	18.3%	2,845	20.1%
\$100,000 to \$149,999	3,164	16.3%	2,867	20.2%
\$150,000 to \$199,999	647	3.3%	560	4.0%
\$200,000 or more	659	3.4%	651	4.6%
Median income	\$63,850		\$73,942	
Mean income	\$76,000		\$85,503	

The City recognizes the best way to assist people in improving their economic positions is to provide employment opportunities. Therefore, the City, through its policies and planning, will continue to encourage business growth in the community. The City plans to continue its efforts to support programs to maintain the quality and integrity of low-moderate income areas, where the housing stock is generally older and there are higher rates of renter-occupied housing.

The City supports infrastructure improvements in low-moderate income areas. The City supports an active Codes Enforcement program throughout the City. In recognition that some families cannot afford to adequately correct code violations, the City continues to support the Minor Home Repair Program to help income-eligible homeowners correct property deficiencies.

OTHER NARRATIVE

No other Action Plan information that was not covered by a narrative in any other section is to be presented.

2016 – 2017 ONE YEAR ACTION STRATEGY

National Objective	PROJECT	HUD Code	Planned Funding	Internal project #
Low/Moderate Income Housing Rehabilitation				
LMH	Minor Home Repair Program	14A	\$60,000	CDBG-16-01
Low/Moderate Income Area Rehabilitation				
LMA	Downtown Façade Grant Program	14E	\$10,000	CDBG-16-04
SBA	Downtown Façade Grant Program	14E	\$10,000	CDBG-16-05
Public Services				
LMA	Downtown Alive	05	\$10,000	CDBG-16-08
LMC	Fieldhouse Recreation Passes	05	\$10,000	CDBG-16-03
Slum/Blight Removal				
SBA	Property Acquisition/Demolition	04	\$39,842	CDBG-16-07
Low/Moderate Income Homeownership Assistance				
LMH	First Time Home Buyers Program	13	\$45,000	CDBG-16-02
General Program Administration				
	Administration	21A	\$24,000	CDBG-16-06
TOTAL			\$208,842	

Administration: \$24,000 / \$208,842 = 11.49% (20% maximum)
 LMI Benefit: \$135,000 / \$184,842 = 73.04% (70% minimum = \$129,390)*
 Slum/Blight: \$49,842 / \$184,842 = 26.96% (30% maximum = \$55,452)*
 Public Services: \$20,000 / \$208,842 = (15% of program + 15% of previous program = \$63,996 max.)

*Subject to change if Administration costs are adjusted.

National Objectives

LMH = Low/Mod Housing Benefit

Activities undertaken to provide or improve permanent residential structures that will be occupied by low/mod income households.

LMA = Low/Mod Area Benefit

Activities providing benefits that are available to all the residents of a particular area, at least 51% of whom are low/mod income. The service area of an LMA activity is identified by the grantee, and need not coincide with Census tracts or other officially recognized boundaries (City has chosen to use 2014 ACS Census Block Groups to identify LMA service area).

LMC = Low/Mod Limited Clientele Benefit

Activities that benefit a limited clientele, at least 51% of whom are low/mod income. LMC activities provide benefits to a specific group or persons rather than to all the residents of a particular area.

SBA = Slum/Blight Area Benefit

Activities undertaken to prevent or eliminate slums or blight in a designated area.

HUD Codes

04 = Clearance and Demolition

05 = Public Services

13 = Direct Homeownership Assistance

14A = Rehab: Single Unit Residential

14E = Rehab: Publicly or Privately-Owned Commercial/Industrial

21A = General Program Administration

LIST OF ATTACHMENTS

- A. Project Descriptions and Information
- B. Citizen Participation (public comments, affidavits of publication, agendas, and minutes)
- C. SF 424 and Certifications
- D. Resolution adopting the 2016-2017 Annual Action Plan



Project Information
2016-2017
CDBG
Annual Action Plan

Project ID:	CDBG-16-01
Project Name:	Minor Home Repair Program
HUD Code:	14A (Rehab: Single Unit Residential)
National Objective:	Low/Mod Housing Benefit (Activities undertaken to provide or improve permanent residential structures that will be occupied by low/mod income households).
Funding:	\$60,000.00 (CDBG)
Description:	The Minor Home Repair Program will provide financial assistance to low-moderate income homeowners to make needed exterior repairs to their homes. Eligible exterior repairs include: windows/glass, doors, minor roof, flashing or gutters, paint, porches, steps, tuck pointing, exterior masonry repairs, walls, trim, stairways, and driveways (if in conjunction with another eligible repair). Each applicant is eligible for up to \$5,000.00 in repairs.
Start Date:	October 1, 2016
Completion Date:	September 30, 2017
Location:	City Wide
Population Benefit:	12 households of low-mod income single-family owner-occupied housing units

Accomplishments

Consolidated Plan:	Goal #3 – Maintain existing housing and infill housing
Performance Objective:	Create suitable living environments
Performance Outcome:	Sustainability

**BLUE SPRINGS, MISSOURI
2016-2017 MINOR HOME REPAIR PROGRAM**

This year staff will be accepting Minor Home Repair Program (MHRP) applications year round, but only those applications submitted on prior to Friday, December 30, 2016 may be included into the 2016 program process.

The Minor Home Repair Program is in response to the City Council implementing the Property Maintenance Code and the desire to offer a program to primarily assist those that do not have the financial means to respond to code violations that may exist.

The emphasis of this program is on neighborhood conservation, and only minor exterior home repairs will be eligible. The program will encourage a high level of maintenance among property owners in a neighborhood by providing a grant to help cure the most visible home defects which may adversely affect the value of the home as well as surrounding properties.

Only single family owner-occupied residential units will be eligible for this program. Each property is limited to up to \$5,000 in eligible repairs.

Eligible repairs include the following:

- Window/Glass Repair
- Exterior Door Repair
- Minor Roof Repair
- Flashing or Gutter Repair
- Exterior Paint
- Minor Repair of Porch or Exterior Steps
- Tuck Pointing of Mortar Foundation
- Repair of Broken Exterior Masonry Units on Foundation
- Repair of Exterior Walls or Trim
- Exterior Stairways (including railings)
- Porches
- Driveway ONLY IF one of the above listed repair items is also completed

Only low-to-moderate income homeowners will be eligible based on total household income and must fall within the following HUD guidelines:

Household Size	Maximum Income
1	40,800
2	46,600
3	52,450
4	58,250
5	62,950
6	67,600
7	72,250
8	76,900

* SOURCE: HUD LMI Guidelines for Kansas City Metropolitan Area, March 2016

For more information or to apply contact Matt Wright, Senior Planner (816) 220-4504 / mwright@bluespringsgov.com or Aliyah Mihalko, Planning Clerk (816) 228-0142 / amihalko@bluespringsgov.com

Project ID:	CDBG-16-02
Project Name:	First Time Home Buyers Program
HUD Code:	13 (Direct Homeownership Assistance)
National Objective:	Low/Mod Housing Benefit (Activities undertaken to provide or improve permanent residential structures that will be occupied by low/mod income households).
Funding:	\$45,000.00 (CDBG)
Description:	The First Time Home Buyers Program will provide financial assistance to assist low-moderate income households in purchasing their first home. Eligible expenses include down payment and closing costs. Each application is eligible for up to \$3,000.00 in assistance.
Start Date:	October 1, 2016
Completion Date:	September 30, 2017
Location:	City Wide
Population Benefit:	15 households of eligible, low-mod income first time home buyers

Accomplishments

Consolidated Plan:	Goal #3 – Maintain existing housing and infill housing
Performance Objective:	Provide decent affordable housing
Performance Outcome:	Affordability



**CITY OF BLUE SPRINGS
FIRST TIME HOME BUYER PROGRAM
(Program Year 2016-2017)**

PROGRAM INFORMATION

Program Description

This program is a collaborative effort between the City of Blue Springs and area mortgage lenders to bring home ownership within reach of low-moderate income households who are first time home buyers by providing Community Development Block Grant (CDBG) funds through the Department of Housing and Urban Development (HUD).

Private Participation

The City enters into a Memorandum of Understanding with various lenders to partner in the First Time Home Buyers Program. Lending institutions provide mortgage loans to individuals and households who are qualified borrowers. Refer to the List of Participating Lenders that currently have a Memorandum of Understanding with the City (separate document).

Public Participation

The City provides funds not to exceed \$3,000.00 for qualified individuals and households with an annual combined income at 80% of less than the median income adjusted for household size as determined by HUD for Jackson County/Kansas City Metropolitan Area (See income limits on page 5), to be disbursed as follows:

1. Down Payment Assistance

The City will fund a portion of the down payment (not to exceed 50% of the required down payment) of the purchase price of the home (NOT to exceed \$1,500); and/or

2. Closing Costs Assistance

The City will fund reasonable closing costs normally associated with the purchase of a home (not to exceed \$3,000); and/or

3. Combination of 1 and 2

Total not to exceed \$3,000.

The grant amount is paid directly to the mortgage lender or the title company in care of the applicant's name at closing. Only qualified borrowers who are purchasing a residential housing unit within the city limits of Blue Springs are eligible for the program (please note that some residences have Blue Springs postal service addresses but are located outside of the city limits – these residents are ineligible). The residential unit must be the borrower's primary residence.

APPLICATION AND APPROVAL PROCEDURES

The Buyer:

- Obtains the program information packet and the application packet from the Community Development Department at City Hall (903 W. Main St.) OR print the application online at www.bluespringsgov.com and complete all required forms.
- Additional information to be attached to the application include: a copy of the previous year's tax return for each household member with sources of income (total income of all members cannot exceed the income limits on page 5).
- The applicant must provide certification that they are a first time home buyer according to the definition on page 5.
- The application must complete and submit the Applicant's Confidential Information form in the First Time Home Buyers application, pursuant to 24 CFR 570.506(g)(2).
- Submit a copy of the Pre-Approval/Commitment Letter from a participating lender.
- Submit the fully completed application form and attachments to the Community Development Department at City Hall.

A completed application must include the following:

- Completed and signed checklist
- Income eligibility form, with supporting income documentation
- Completed grant agreement
- Certificate of First Time Home Buyer
- Applicant Confidential Information form
- Pre-Approval/Commitment Letter
- Closing Statement Letter
- Memorandum of Understanding from the Buyer's lender

The Buyer must provide on the application form the current mailing address, telephone number, and other contact information as required. The completed application must be signed. **Failure to provide any above information will constitute an incomplete application and will not be processed until all materials have been submitted. Applications will be reviewed for completeness on a first-come/first-served basis.**

There is a limited amount of applications that can be processed during the program year based on funding availability.

The application is completed when the Buyer finds an owner-occupied housing unit (detached single-family, or a unit within a duplex, or multi-unit building – i.e. townhouse or condominium). **If the residential structure was constructed before 1978, a lead-based paint inspection for deteriorated paint must be conducted. Please refer to the Lead-Based Paint Requirements and Procedures on page 4 for additional information.**

The Buyer has three (3) months from the time of application approval to close on a home. If closing does not occur during the three-month period, the Buyer forfeits the reserved funds. Funds will be released for other home buyer applications. A current Pre-Approval/Commitment Letter shall be on file at all times with the City during the three-month period.

The Buyer shall coordinate with either the Realtor or Lender and provide the "Seller's Disclosure" form to City staff. The "Seller's Disclosure" form must be completed and notarized. The property

must be occupied by the owner or must have been vacant for over 90 days before the date of Grant Approval to ensure no displacement of tenant has occurred. **The Seller's Disclosure form must be completed prior to closing on the property.**

The Lender:

- The Lender must execute a Memorandum of Understanding with the City to become a Participating Lender for the program. If a Memorandum of Understanding has not been executed, the Lender may obtain a copy of the form at the Community Development Department or print the form online at www.bluespringsgov.com.
- The Lender qualifies the Buyer for a mortgage according to standard lending practices.
- The Lender provides the Buyer with a Pre-Approval/Commitment Letter for the application.
- The following forms are required from the Lender for the Buyer's application:
 - Closing Statement detailing the breakdown of funds requested
 - Copy of Residential Loan Application
 - Copy of Appraisal

The approval process will take a minimum of fifteen (15) business days after the paperwork is accepted by the City. This time frame starts on the date that staff receives all required completed paperwork, and ends on the date the payment is available. Delays in receiving required paperwork, or correcting incomplete or incorrect paperwork will extend the fifteen (15) business day period. This time frame should be considered when scheduling closing dates.

Payment of the First Time Home Buyer Program is made directly to the lending institution or Title Company.

City Staff:

- After receiving the completed paperwork, staff will:
 - Verify that the house was constructed in 1978 or after OR that the house passed the required lead-based paint inspection.
 - The house is located within the city limits of Blue Springs.
- After grant approval, funds will be reserved for the property until closing, or for six (6) months, whichever occurs first; contingent upon the Buyer maintaining a current Pre-Approval/Commitment Letter on file with the City.
- Staff will send the Grant Agreement to the City Administrator (or an authorized representative) for his/her signature. Once the City Administrator has signed the document, the check will be processed for payment according to standard City practices. A signed copy of the grant agreement will be provided to the Buyer or mailed to the property address after closing.

Closing:

Grant funds will not be released until all required forms have been completed. The Buyer or Lender should communicate with staff regarding the scheduling of closing, including the time, date, and location of closing. Grant funds and closing documents (including the Subordinate Deed of Trust and Promissory Note) will be provided by the City.

The Subordinate Deed of Trust and Subordinate Promissory Note must be recorded and originals returned to the City.

After Closing:

After closing, the participating lender or Title Company will record the Subordinate Deed of Trust and the Jackson County Recorder's Office return the original to staff at:

Community Development Department
City of Blue Springs, MO
903 W. Main Street
Blue Springs, MO 64015

LEAD-BASED PAINT REQUIREMENTS AND PROCEDURES

Properties to be purchased which were constructed prior to January 1, 1978 may have been painted with paint containing lead. To protect you and your family, the U.S. Department of Housing and Urban Development (HUD) has adopted regulations and procedures when federal funds are being used to acquire property (24 CFR Part 35). Federal regulation requires that the Seller disclose the presence of lead-based paint and lead-based paint hazards to prospective buyers and provide them with all documentation on all known lead-based paint and lead-based paint hazards in the dwelling unit. The Seller must allow the Buyer 10 days to inspect the dwelling for lead-based paint or lead-based paint hazards. The City is required to provide the Buyer with the Lead Hazard Information Pamphlet (24 CFR 35.130). **In addition, a Lead-Based Paint Visual Assessment, performed by a certified inspector, will be required for all properties constructed prior to 1978.** If deteriorated paint surfaces are identified, lead paint testing will be required and if lead is found, lead abatement (removal) and clearance (retesting for complete removal) will be required. This must be completed prior to closing on the home. Abatement can be expensive and could put a purchase in jeopardy.

To avoid this potentially serious complication, the Buyer is encouraged to inspect the property thoroughly for signs of deteriorated paint both inside and out. Paint that is peeling, chipping, chalking, or wall that are cracked would be considered deteriorated and potentially hazardous. If the Buyer is interested in purchasing a home that has deteriorated paint, they should include language in the Purchase Agreement requiring that the lead-based paint hazards be properly tested and eliminated according to the EPA and HUD regulations and the Buyer. The City must receive Notice of Lead Hazard Evaluation and Notice of Lead Hazard Reduction Activity and, if abatement is performed, a copy of the Clearance Report must be received. **Visual assessment, stabilization, and clearance must occur before closing/settlement.**

Prior to closing, a Seller's Disclosure of Lead-Based Paint and/or Lead Base Hazards form shall be completed by the Seller and submitted to the City by the Buyer. This form is provided by the City if the property to be purchased was built prior to 1978.

DEFINITIONS

First Time Home Buyer: An individual or an individual and his or her spouse who have not had ownership interest in a property (see definition of Homeownership below) during the 3-year period before the purchase of a home with program funds, except that: Any individual who is a single parent (as defined below) may not be excluded from consideration as a first time home buyer under this paragraph on the basis that the individual, while married, owned a home with his or her spouse or resided in a home owned by the spouse."

Homeownership: Possession of real property or a residential unit in any one of the following manners:

- Fee simple interest;
- Participation in a condominium or townhouse arrangement (but not membership in a homeowner's association); or
- A "99-year" leasehold interest.

Whether or not such interest is subject to any of the following interests or restrictions: mortgages, deeds of trust, promissory notes, other liens or instruments securing debt, or any restriction on resale established under any federal, state, or local homeownership program.

Single parent: An individual who:

- Is unmarried or legally separated from a spouse; and
- Has one or more minor children for whom the individual has custody or joint custody; or
- Is pregnant

Displaced Homemaker: an individual who:

- Is an adult;
- Has not worked full-time, full-year in the labor force for a number of years but has, during such years, worked primarily without remuneration to care for the home and family; and
- Is unemployed or underemployed and is experiencing difficulty in obtaining or upgrading employment.

INCOME LIMITS (AS OF MARCH 2016)

Number of Persons in Household	Maximum Income
1	\$ 40,800
2	\$ 46,600
3	\$ 52,450
4	\$ 58,250
5	\$ 62,950
6	\$ 67,600
7	\$ 72,250
8	\$ 76,900

For more information on the First Time Home Buyer Program or to apply contact the Community Development Department at (816) 228-0207 OR visit: <http://www.bluespringsgov.com/840/First-Time-Home-Buyer-FTHB-Program>. Applicants are encouraged to contact staff if they have any questions about the program, the application requirements, or the process.

Project ID:	CDBG-16-03
Project Name:	Fieldhouse Recreation Passes
HUD Code:	05 (Public Services)
National Objective:	Low/Mod Clientele Benefit (Activities that benefit a limited clientele, at least 51% of whom are low/mod income. LMC activities provide benefits to a specific group or persons rather than to all the residents of a particular area).
Funding:	\$10,000.00 (CDBG)
Description:	The Fieldhouse Recreation Pass program will provide recreational access to the Blue Springs Fieldhouse at a free or reduced rate to low-moderate income residents.
Start Date:	October 1, 2016
Completion Date:	September 30, 2017
Location:	City Wide
Population Benefit:	35 eligible low-mod individuals each month

Accomplishments

Consolidated Plan:	Goal #5 – Provide support to public service agencies that benefit low-income persons
Performance Objective:	Create suitable living environments
Performance Outcome:	Availability/accessibility

Fieldhouse Information

Fieldhouse

BLUE SPRINGS

**Become a member
TODAY!**

**425 NE Mock
Avenue
Blue Springs, Mo
64014**

(816) 228-0137



Fitness and Recreation for All

The Blue Springs Fieldhouse offers more than 76,000-square-feet of indoor recreational space providing fitness and recreation for all. A variety of fitness and recreational opportunities will be available for the whole family to enjoy together.



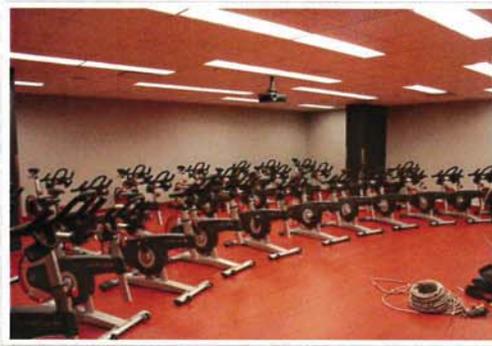
Membership Opportunities:

Your Membership Includes:

- Use of the Fitness Center
- FREE Group Classes and On Demand Classes
- FREE Spin Classes
- FREE Kidz Corner, children utilizing the Kidz Corner MUST have an active membership.
- Use of courts during open play, depending on schedule.
- Use of Turf Field, depending on turf schedule



- Use of Indoor Tracks including 1 Hard- Surfaced and 1 Artificial Turf Track, depending on schedule
- 1/2 Price per child Kidz Corner if the child is not included in the membership.
- Exclusive offers with our Perks Plus Program to get discounts at local business that are partners with Fieldhouse Members.
- Offers to receive discounts on our recreational sport programs.



MEMBERSHIP TYPE	Monthly	Year
	Auto Fee	In Full
Adult (18-59)	\$25	\$300
Couple	\$40	\$480
Youth (3-17)	\$15	\$180
Household (Up to 4 members)	\$55	\$660

A household is defined as up to two adults and children (age 24 and under) living within the same household related by marriage, blood or adoption with a maximum of four members. At a minimum, one adult will be required to be listed as the Primary Guardian of the household. Children under the age of 18 may be included in family membership even if they do not reside permanently with the primary member. Family members 18 - 24 that are full time students living at home must show proof of residency and valid college ID. Children under this membership will also be able to attend the Child Watch at no additional charge.

\$15 \$180

Fieldhouse Hours:

Monday-Thursday 5:30 a.m. to 9:30 p.m.
 Fridays 5:30 a.m. to 8 p.m.
 Saturdays 7:30 a.m. to 6 p.m.
 Sundays 10 a.m. to 6 p.m.

Plus 1

A Plus 1 membership is

designated as an individual that is living within the same household as the primary member. This is not a standalone membership and may only be added onto a Household membership. EFT (electronic fund transfer) must come out of the primary member's account.

Senior (60+)	\$20	\$240
Senior Couple (60+)	\$35	\$420

Day Pass Rates

DAY PASS RATES

Individuals within the following zip codes will be considered within the service area:

64014, 64015, 64029, 64057, 64064, and 64086

Pass Type	Service Area Rate	Non-Service Area Rate
Adult (18-59)	\$5	\$10
Youth (3-17)	\$4	\$8
Senior (60+)	\$3	\$6

Day pass members will be required to have a signed waiver, and be issued a day pass key fob.

Fieldhouse Member Handbook

For more details on the Fieldhouse, please review our member handbook.

Fieldhouse + The Blue

Membership Type	Pool +	Fieldhouse =	Monthly Auto Fee
Individual	\$10	\$25	\$35
Couple	\$15	\$40	\$55
Household	\$20	\$55	\$75

Project ID:	CDBG-16-04
Project Name:	Downtown Façade Grant Program
HUD Code:	14E (Rehab: Publicly or Privately-Owned Commercial/Industrial)
National Objective:	Low/Mod Area Benefit (Activities providing benefits that are available to all the residents of a particular area, at least 51% of whom are low/mod income – based on the 2014 ACS Census Block Groups).
Funding:	\$10,000.00 (CDBG)
Description:	The Downtown Façade Grant Program will provide financial assistance to the continued economic redevelopment of Downtown Blue Springs. Funding will be available for exterior façade improvements to businesses that primarily serve low/moderate income residents or create jobs for low/moderate income residents.
Start Date:	October 1, 2016
Completion Date:	September 30, 2017
Location:	Limited to downtown area, Census Tract 141.04 Block Group 4
Population Benefit:	2 commercial businesses that primarily serve low/moderate income residents or create jobs for low/moderate income residents

Accomplishments

Consolidated Plan:	Goal #1 – Redevelop Downtown Blue Springs, promote Downtown Blue Springs' potential for growth
Performance Objective:	Create economic opportunities
Performance Outcome:	Sustainability

Project ID:	CDBG-16-05
Project Name:	Downtown Façade Grant Program
HUD Code:	14E (Rehab: Publicly or Privately-Owned Commercial/Industrial)
National Objective:	Slum/Blight Area Benefit (Activities undertaken to prevent or eliminate slums or blight in a designated area).
Funding:	\$10,000.00 (CDBG)
Description:	The Downtown Façade Grant Program will provide financial assistance to the continued economic redevelopment of Downtown Blue Springs. Funding will be available for exterior façade improvements to businesses located with the designated slum and blight area.
Start Date:	October 1, 2016
Completion Date:	September 30, 2017
Location:	Limited to downtown area, Census Tract 141.04 Block Group 4
Population Benefit:	2 commercial businesses located within the designated slum and blight area

Accomplishments

Consolidated Plan:	Goal #1 – Redevelop Downtown Blue Springs, promote Downtown Blue Springs' potential for growth
Performance Objective:	Create economic opportunities
Performance Outcome:	Sustainability



CITY OF BLUE SPRINGS DOWNTOWN FAÇADE IMPROVEMENT PROGRAM GUIDELINES

I. Program Overview

Purpose

The City of Blue Springs, Missouri recognizes the positive impact that individual facade improvements can have on the overall appearance, quality and vitality of the City's commercial districts. The Downtown Façade Improvement Program (DFIP) was created to facilitate the private sector in making these desired exterior improvements. The City of Blue Springs DFIP offers financial assistance to private property owners or business owners seeking to rehabilitate commercial building facades in the downtown core of the City. The City of Blue Springs reserves the sole right to amend, modify, add, or delete any part or subpart of this program.

The primary goal of the DFIP is to remove accessibility barriers, facilitate investment and achieve significant visual improvements in commercial facade appearance. Projects that meet the primary goal will be preferred.

Assistance Available

Approved projects are eligible to receive a dollar-for-dollar matching grant of \$5,000 per building, to assist with exterior rehabilitation of eligible commercial and mixed use structures. Sources of match will be primarily a cash match for the physical improvements and may also include documented costs for architectural design.

Eligibility Requirements

Existing structures currently zoned for commercial use and in current commercial use or planned for commercial use within the eligible downtown core of the City of Blue Springs are eligible for the grant.

In the event that a building code compliance violation is present, correction of the violation must be made as part of the façade improvement work. Eligible applicants include the owner of a commercial building or the owner of a commercial business. Properties which are vacant at the time of award must tenant the improved space, with a permitted use, within six (6) months of the completion of the façade improvement work.

All applications must be signed by the property owner to indicate consent for the proposed improvements. The determination of eligibility and priority for assistance is at the discretion of the City of Blue Springs. Work which qualifies for assistance includes improvements to the exterior of a building which are visible from the public right-of-way. Work must be completed within 90 days of the grant award notification.

Eligible Improvements

Grants will be awarded for well-designed façade improvements that increase the longevity of a building. The funds may be used for specific improvements including:

- Window or door replacement
- Painting or other like finishes
- Exterior lighting, signage and awnings
- Masonry

Structural repairs, interior work and roof repairs are not eligible under this program.

Eligibility for funding will require compliance with regulations pertaining to the use of federal funds, established design guidelines adopted by the program, and all state and municipal code requirements.

II. Limitations

- All funds will be awarded in the form of a 50% matching grant.
- Funds will be awarded starting with the highest scoring project and continuing until available funds are exhausted. Generally, project applications will be reviewed based on the following criteria:
 - Quality and completeness of the application
 - Corrections to existing building code violations
 - Compliance with Americans with Disabilities (ADA) and/or create barrier-free access
 - Financial feasibility
 - Total private investment
 - Economic impact including the hiring of new part-time and full-time employees, leasing of existing vacant space, or potential economic multiplier
 - Preservation of historically significant architecture
 - Aesthetic enhancements
- Funding will be limited to primary and secondary exterior building facades of eligible commercial buildings that are visible from the public right of way, including alleys but

only where the subject façade serves as a primary or secondary entrance for the general public.

- The City reserves the right to give priority consideration to applicants that leverage additional project funding from other outside sources
- The City reserves the right to accept, reject or modify any application.
- Owners/tenants that are in default of any obligation funded under a federally financed program are not eligible for the program. If approved for a grant and the individual or business defaults on another federally financed program, reimbursements under this program will not be made.
- The program is only available to owners of commercial buildings, or tenants occupying the street front façade of an eligible building located in an eligible area. Tenants must provide the written consent of the property owner in order to participate in the program.
- The following improvements are always required, even where such improvements may not be eligible for reimbursement:
 - Non-conforming signage (both attached and free-standing) must be brought into conformance with City ordinances.
 - The property must become compliant with the applicable City of Blue Springs Property Maintenance Code.
 - Graffiti on all exterior surfaces must be concealed or removed using approved methods where historic buildings are concerned.
- Eligible projects must also comply with all state and local laws and regulations pertaining to licensing and permits.
- If the building being improved will be used, in whole or in part, for housing the project must be in compliance with federal requirements to mitigate presence of lead-based paint. A Department of Housing and Urban Development (HUD) Environmental Review will be required prior to project approval. Documentation of project compliance will be required prior to final reimbursement to the grant recipient.
- Improvement plans are subject to the approval of the City. To be eligible for reimbursement, no work may be performed until approved by the City and until a Notice to Proceed has been issued. Work that has commenced prior to City approval is not eligible.

- Rehabilitation or improvements that affect National Register eligible historic properties must be consistent with the *Secretary of the Interior's Standards for Rehabilitation and Illustrated Guidelines for Rehabilitating Historic Buildings* (National Park Service, 1992).
- Projects must complete a HUD Environmental Review which includes an evaluation of potential impact on multiple factors including, but not limited to, historic resources, flood plain status and hazardous material evaluation. Projects funded through the program will be required to comply with federal requirements for mitigation of all adverse findings documented during the HUD Environmental Review. Full compliance must be achieved before project reimbursement can be made. The City of Blue Springs will be responsible for the submittal of HUD Environmental Review.
- Projects where the total project budget is in excess of \$2,000.00 are required to follow the regulations set forth within the Davis-Bacon Act (DBA).
- Non-compliant uses are eligible for funding through this Program; the City reserves the right to determine applicant participation in the Program on a case-by-case basis.
- Applicants are required to achieve full tenancy of the building within six months of completion of the improvements, and at the time of application evidence of tenancy commitment(s) may be required. Closure of tenant business does not necessarily constitute default of the City/Owner grant.

III. Eligible Improvement/Rehabilitation Costs

The following is a list of façade features that may be eligible for Program assistance. All improvements must be visible from the public right-of-way. Additionally, all improvements must be approved through a formal design review process. Eligible improvement costs may include:

- Fees associated with required structural evaluation and/or professional design and engineering services (up to 10% of the total project costs)
- Maintenance/structural repairs to façade system
- Masonry repairs
- Removal of non-historic alterations when such removal will not jeopardize the structural integrity of the historic building
- Restoration/repair, or replacement in kind (if necessary due to deterioration) of historic design detail
- Exterior painting, cleaning, residing of buildings
- Awnings and canopies
- Signage
- Window and door repair and replacement
- Lighting and electrical needs

- Removal of accessibility barriers
- Landscaping (up to 5% of the total project hard costs)
- Curbs and sidewalks repairs and installations if visible from public right of way

IV. Ineligible Improvements

Generally, expenses related to the following activities are not eligible for reimbursement under the Program:

- Improvements that require the concealment or removal of historic fabric and/or design detail
- Alterations that decrease accessibility for persons with disabilities
- Roof structural repair/replacement/reconstruction
- Installation of security gates or bars on window or door openings
- Creation of non-historic window and door openings except where required to provide accessibility for persons with disabilities
- Enclosure of existing historic window and door openings
- Improvements to the building interior
- Project costs for work under construction or completed prior to the owner's grant contract with the City are also ineligible for reimbursement.

V. Exceptions

The City reserves the discretion to accept, reject or request modification to any application. If an applicant is located outside the designated Target Investment Areas, the applicant may request an exception. The request shall be made to the City in writing and shall detail reasons why an exception should be made. The City will consider the exception and respond in writing, generally within ten days.

VI. Funding Review Requirements

Overview

DAVIS-BACON COMPLIANCE: Projects with total budgets in excess of \$2,000.00 are required to follow the regulations set forth within the Davis-Bacon Act (DBA). The DBA provides that contracts in excess of \$2,000.00 to which the United States is party for the construction, alteration, and/or repair, including painting and decorating, of public buildings or public works, which involve the employment of laborers and/or mechanics, shall contain provisions with respect to minimum wages, fringe benefits, payments without deductions or rebates, withholding funds from contractors to ensure compliance with wage provisions, and termination of the contract or debarment for failure to adhere to the required provisions.

SECTION 106 COMPLIANCE: Federally funded rehabilitation or improvement projects that affect historic buildings must be reviewed for compliance with Section 106 of the National Historic Preservation Act (Section 106). Historic buildings include those properties listed in, or eligible for listing in, the National Register of Historic Places. All façade rehabilitation or improvement projects on buildings 50 years of age or older, or located adjacent to such buildings, must be reviewed for compliance with Section 106 requirements. The City's Historic Preservation Manager is the compliance officer for Section 106 review and is located in the City's Community Development Department.

HUD ENVIRONMENTAL REVIEW: Projects must complete a HUD Environmental Review which includes an evaluation of potential impacts on multiple factors including, but not limited to, historic resources, flood plain status and hazardous material evaluation. Projects funded through the Program will be required to comply with federal requirements for mitigation of all adverse findings documented during the HUD Environmental Review. Full compliance must be achieved before project reimbursement can be made

VII. Process Steps

1. Application

Grant monies will be allocated to projects meeting one or more of the program criteria. In order for an application to be given preliminary approval the following requirements must be satisfied:

- Submission of a completed application form
- Conceptual design and specific scope of work
- Project Cost Estimate
- Documentation of owner's approval and permission for tenant improvements
- Documentation that the subject property is up to date on all municipal & county taxes.
- Documentation that the business located in the subject property has an existing upto-date City of Blue Springs Business License.
- Preliminary approval will be granted upon satisfaction of the above listed threshold requirements, provided program funding is available. Preliminary approval means that funding has been reserved for a project, but does not necessarily guarantee a contract with the City.
- Project funding is only guaranteed after a signed agreement with the City is executed. Applicants will be contacted in the order their completed application was received to begin the grant process.

2. Design Review

Once an application has been received the Downtown Review Board will hold a meeting to assess the conceptual design and either grant design approval or request that the applicant modify the plans. If the subject property is located within the boundaries of a Local Historic District or a Conservation Area, the application must also be approved by the Historic Preservation Commission.

Design Review Revision Assessment Meeting

The applicant should have assembled his/her improvement plans, architectural drawings and specifications in as much detail as possible. At the discretion of City Staff, applicants may be required to provide additional documentation including, but not limited to: photographs of the subject building facades, evidence of structural investigation required to establish existing historic character and materials, scaled architectural drawings or computer generated renderings of proposed enhancements, construction specifications detailing all work to be conducted, and itemized cost estimates.

At the Downtown Review Board Meeting (and, if applicable, the Historic Preservation Commission meeting), the applicant and their representatives will review the conceptual plans. At the conclusion of the meeting, the applicant would be provided with a statement of necessary action steps to be taken prior to the final design approval.

Request for Contractor Bids

Following final design approval by the Downtown Review Board, the applicant will be responsible for securing 3 separate bids for all work to be completed under the Program project.

Prospective bidders should be provided a copy of the approved design details/construction drawings, detailed construction specifications, and façade grant contract conditions (i.e. current prevailing wage rate determination, insurance coverage requirements, licensing requirements, etc.). A minimum of three bids is advised for all work to be completed as part of the project. Bids should be broken down in-line item detail in accordance with the approved construction specifications.

Note: The selected contractor(s) are required to maintain a business license with the City of Blue Springs as well as, insurance coverage in the type and amounts deemed necessary by the City. Additionally, selected contractors must comply with Federal

requirements and restrictions related to fair labor standards, equal opportunity employment, conflict of interest and certain environmental protection issues.

If the selected bid exceeds the amount of the grant award, the grant recipient will be responsible to provide additional project funding, or modify the scope of work. At the discretion of the City, the project's scope of work may be reduced or revised in light of budget constraints. In the event additional funding will be required on the part of the recipient, the City may require verification of secured funding prior to execution of a grant contract with the City.

3. Submission of bidding documentation and Owner/Contractor Contract(s):

Before contracting for the façade improvement project the City will require the applicant to submit copies of cost proposal documentation, and a copy of the Contractor contract(s)/signed bid and documentation of required insurance and contractor licensing to the City.

Note: the Owner/Contractor contract must be limited to work performed only on the exterior of the building. If interior construction will take place concurrently with façade improvements this work must be covered under a separate contract with the owner. Interior construction conducted concurrently with exterior improvements will be subject to Davis-Bacon wage rate requirements.

4. Contract for Work

A contract for work may only be executed upon the City of Blue Springs's issuance of a "Notice to Proceed". This is to allow the grant administrator to process and complete the required environmental review process. **Executing a contract prior to written may result in the termination of the grant award.**

City Staff will prepare and process for signature the Contractor/Owner/City contract. Once contracts are fully executed, City Staff will forward signed originals to the Owner along with a Notice to Proceed with construction activity.

5. Notice to Proceed

The Notice to Proceed with construction activity will be issued by the City to the grant recipient, who in turn is responsible to notify the contractor. The Notice to Proceed does not guarantee the issuance of required construction permits, which must be secured by the Contractor prior to the start of construction activity.

All improvements required to be completed under the grant contract agreement will be subject to requirements for federally funded projects, including Davis-Bacon wage rates for labor. This includes improvements that will be paid for using private funds.

6. Modification

Any modification to an approved design plan requires the grant recipient to contact the City in writing to request approval of the modification. Non-material, nonsubstantive modifications will be approved by Program Staff; however, more significant changes may require approval by the City. Grant recipients shall not authorize execution of plan modifications until they have received written approval from Program Staff. Doing so may jeopardize the guarantee of project funding.

7. Project Schedule and Payment

The grant recipient will have 90 days to complete the required improvements. Following completion of the improvements, the Contractor will submit all required documentation to the City for processing of payment. Documentation is required for all eligible work for which reimbursement is being requested, and shall include, but not limited to the following:

- Invoice/Request for Payment from the grant recipient
- Copies of all invoices for work performed and receipts for materials supplied
- Approved Certified Payroll Forms for all contracted labor as required by Davis Bacon Wage law
- Copies of any required approved building inspections related to the project (only if requested by the City).

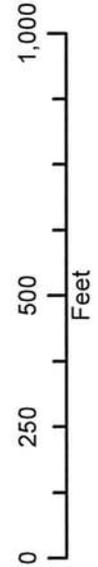
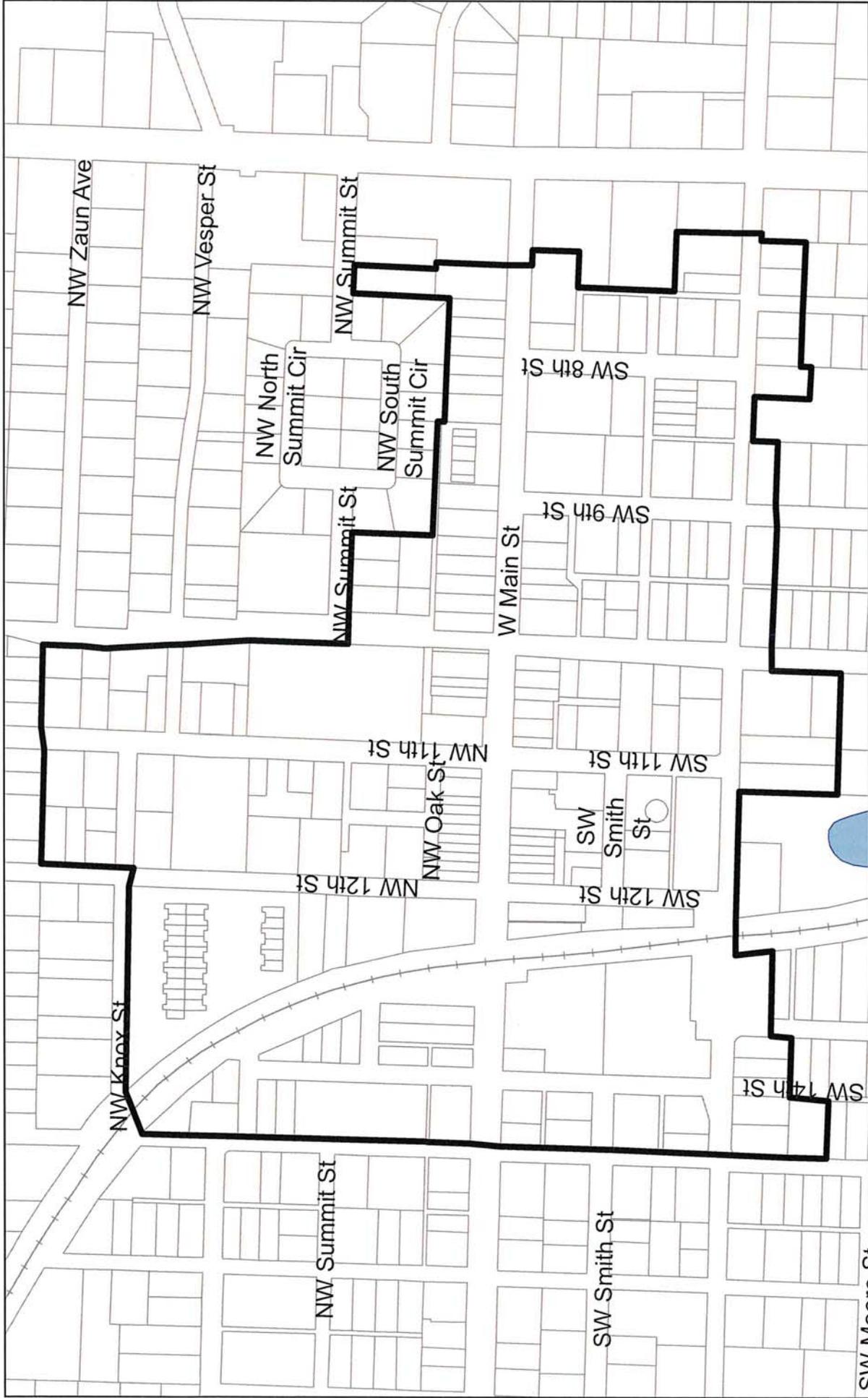
Partial reimbursements may be requested as line items are completed and costs are incurred, provided that all required supporting documentation is submitted with each request for reimbursement. Upon receipt of a request for payment the City, or designated Third-Party Inspector, will inspect the improvements. If the completed work does not conform to the approved plans and specifications, the City may instruct the contractor and grant recipient to bring the work into compliance. The City will not process the reimbursement payment and issue a check until all improvements have been satisfactorily completed and all required documentation has been submitted. In no case shall payment exceed the amount stipulated in the grant contract. All payments of grant funding are made directly to the contractor. The City is responsible for paying the contractor(s) in accordance with the terms of the Owner/Contractor contract agreement. The applicant is not responsible for enforcing or accommodating the payment terms of the construction contract.

VIII Default

Default on a contract issued through this program may result in City action to have such contract deemed null and void and to obtain reimbursement of any grant funds paid out under the contract. The grant recipient may be considered in default under the following conditions.

- The project is not completed and occupied within the required time frames and no extensions have been approved.
- The project is not in compliance with all Federal requirements pertaining to Section 106 Review, HUD Environmental Review, and Davis-Bacon legislation.
- The owner/tenant makes modifications to the façade which are not in compliance with the requirements outlined in these Policies and Procedures
- The building where façade improvements were made using program funds is vacant for a period of greater than six (6) months after the completion of the façade improvements or is used for prohibited and/or non-compliant uses under the Downtown Development Code. Closure of tenant business does not necessarily constitute default of the Grant. If this issue arises the building owner should immediately contact City staff.
- Final inspection approval of all pending construction permits pertaining to the subject property's compliance with structural, mechanical and electrical building code is not obtained.
- The building is demolished or funded improvements are not reasonably maintained during a period of five (5) years after the completion of the improvements funded through this grant.

DOWNTOWN FACADE GRANT



- Facade Grant Boundary
- City Parcels

Created in August 2015

Project ID:	CDBG-16-06
Project Name:	Administration
HUD Code:	21A (General Program Administration)
National Objective:	Slum/Blight Area Benefit (Activities undertaken to prevent or eliminate slums or blight in a designated area).
Funding:	\$24,000.00 (CDBG)
Description:	Administration funds will provide funding for the development of the Annual Action Plan and the Consolidated Plan. Funds are also utilized for public notices, staff time, and report preparation for all activities.
Start Date:	October 1, 2016
Completion Date:	September 30, 2017
Location:	N/A
Population Benefit:	N/A

Accomplishments

Consolidated Plan:	N/A
Performance Objective:	N/A
Performance Outcome:	N/A

Project ID:	CDBG-16-07
Project Name:	Property Acquisition/Demolition
HUD Code:	04 (Clearance and Demolition)
National Objective:	Slum/Blight Area Benefit (Activities undertaken to prevent or eliminate slums or blight in a designated area).
Funding:	\$39,842.00 (CDBG)
Description:	The Property Acquisition and Demolition activity will allow blighted properties to be purchased and demolished. The goal is to remove deteriorated structures, which may have environmentally hazardous materials, in the designated slum and blight area. Properties will be redeveloped for more productive uses.
Start Date:	October 1, 2016
Completion Date:	September 30, 2017
Location:	Limited to designated slum & blight area, Census Tract 141.04 Block Group 4
Population Benefit:	Slum & blight area, Census Tract 141.04 Block Group 4

Accomplishments

Consolidated Plan:	Goal #1 – Redevelop Downtown Blue Springs, promote Downtown Blue Springs' potential for growth
Performance Objective:	Create economic opportunities
Performance Outcome:	Sustainability

[Browse Previous](#) | [Browse Next](#)

Title 49: Transportation

PART 24—UNIFORM RELOCATION ASSISTANCE AND REAL PROPERTY ACQUISITION FOR FEDERAL AND FEDERALLY-ASSISTED PROGRAMS

Subpart B—Real Property Acquisition

Contents

[§24.101 Applicability of acquisition requirements.](#)

[§24.102 Basic acquisition policies.](#)

[§24.103 Criteria for appraisals.](#)

[§24.104 Review of appraisals.](#)

[§24.105 Acquisition of tenant-owned improvements.](#)

[§24.106 Expenses incidental to transfer of title to the Agency.](#)

[§24.107 Certain litigation expenses.](#)

[§24.108 Donations.](#)

[↑ Back to Top](#)

§24.101 Applicability of acquisition requirements.

(a) *Direct Federal program or project.* (1) The requirements of this subpart apply to any acquisition of real property for a direct Federal program or project, except acquisition for a program or project that is undertaken by the Tennessee Valley Authority or the Rural Utilities Service. (See appendix A, §24.101(a).)

(2) If a Federal Agency (except for the Tennessee Valley Authority or the Rural Utilities Service) will not acquire a property because negotiations fail to result in an agreement, the owner of the property shall be so informed in writing. Owners of such properties are not displaced persons, (see §§24.2(a)(9)(ii)(E) or (H)), and as such, are not entitled to relocation assistance benefits. However, tenants on such properties may be eligible for relocation assistance benefits. (See §24.2(a)(9)).

(b) *Programs and projects receiving Federal financial assistance.* The requirements of this subpart apply to any acquisition of real property for programs and projects where there is Federal financial assistance in any part of project costs except for the acquisitions described in paragraphs (b)(1) through (5) of this section. The relocation assistance provisions in this part are applicable to any tenants that must move as a result of an acquisition described in paragraphs (b)(1) through (5) of this section. Such tenants are considered displaced persons. (See §24.2(a)(9).)

(1) The requirements of Subpart B do not apply to acquisitions that meet all of the following conditions in paragraphs (b)(1)(i) through (iv):

(i) No specific site or property needs to be acquired, although the Agency may limit its search for alternative sites to a general geographic area. Where an Agency wishes to purchase more than one site

within a general geographic area on this basis, all owners are to be treated similarly. (See appendix A, §24.101(b)(1)(i).)

(ii) The property to be acquired is not part of an intended, planned, or designated project area where all or substantially all of the property within the area is to be acquired within specific time limits.

(iii) The Agency will not acquire the property if negotiations fail to result in an amicable agreement, and the owner is so informed in writing.

(iv) The Agency will inform the owner in writing of what it believes to be the market value of the property. (See appendix A, §24.101(b)(1)(iv) and (2)(ii).)

(2) Acquisitions for programs or projects undertaken by an Agency or person that receives Federal financial assistance but does not have authority to acquire property by eminent domain, provided that such Agency or person shall:

(i) Prior to making an offer for the property, clearly advise the owner that it is unable to acquire the property if negotiations fail to result in an agreement; and

(ii) Inform the owner in writing of what it believes to be the market value of the property. (See appendix A, §24.101(b)(1)(iv) and (2)(ii).)

(3) The acquisition of real property from a Federal Agency, State, or State Agency, if the Agency desiring to make the purchase does not have authority to acquire the property through condemnation.

(4) The acquisition of real property by a cooperative from a person who, as a condition of membership in the cooperative, has agreed to provide without charge any real property that is needed by the cooperative.

(5) Acquisition for a program or project that receives Federal financial assistance from the Tennessee Valley Authority or the Rural Utilities Service.

(c) *Less-than-full-fee interest in real property.* (1) The provisions of this subpart apply when acquiring fee title subject to retention of a life estate or a life use; to acquisition by leasing where the lease term, including option(s) for extension, is 50 years or more; and to the acquisition of permanent and/or temporary easements necessary for the project. However, the Agency may apply these regulations to any less-than-full-fee acquisition that, in its judgment, should be covered.

(2) The provisions of this subpart do not apply to temporary easements or permits needed solely to perform work intended exclusively for the benefit of the property owner, which work may not be done if agreement cannot be reached.

(d) *Federally-assisted projects.* For projects receiving Federal financial assistance, the provisions of §§24.102, 24.103, 24.104, and 24.105 apply to the greatest extent practicable under State law. (See §24.4(a).)

[↑ Back to Top](#)

§24.102 Basic acquisition policies.

(a) *Expeditious acquisition.* The Agency shall make every reasonable effort to acquire the real property expeditiously by negotiation.

(b) *Notice to owner.* As soon as feasible, the Agency shall notify the owner in writing of the Agency's interest in acquiring the real property and the basic protections provided to the owner by law and this part. (See §24.203.)

(c) *Appraisal, waiver thereof, and invitation to owner.* (1) Before the initiation of negotiations the real property to be acquired shall be appraised, except as provided in §24.102 (c)(2), and the owner, or the owner's designated representative, shall be given an opportunity to accompany the appraiser during the appraiser's inspection of the property.

(2) An appraisal is not required if:

(i) The owner is donating the property and releases the Agency from its obligation to appraise the property; or

(ii) The Agency determines that an appraisal is unnecessary because the valuation problem is uncomplicated and the anticipated value of the proposed acquisition is estimated at \$10,000 or less, based on a review of available data.

(A) When an appraisal is determined to be unnecessary, the Agency shall prepare a waiver valuation.

(B) The person performing the waiver valuation must have sufficient understanding of the local real estate market to be qualified to make the waiver valuation.

(C) The Federal Agency funding the project may approve exceeding the \$10,000 threshold, up to a maximum of \$25,000, if the Agency acquiring the real property offers the property owner the option of having the Agency appraise the property. If the property owner elects to have the Agency appraise the property, the Agency shall obtain an appraisal and not use procedures described in this paragraph. (See appendix A, §24.102(c)(2).)

(d) *Establishment and offer of just compensation.* Before the initiation of negotiations, the Agency shall establish an amount which it believes is just compensation for the real property. The amount shall not be less than the approved appraisal of the fair market value of the property, taking into account the value of allowable damages or benefits to any remaining property. An Agency official must establish the amount believed to be just compensation. (See §24.104.) Promptly thereafter, the Agency shall make a written offer to the owner to acquire the property for the full amount believed to be just compensation. (See appendix A, §24.102(d).)

(e) *Summary statement.* Along with the initial written purchase offer, the owner shall be given a written statement of the basis for the offer of just compensation, which shall include:

(1) A statement of the amount offered as just compensation. In the case of a partial acquisition, the compensation for the real property to be acquired and the compensation for damages, if any, to the remaining real property shall be separately stated.

(2) A description and location identification of the real property and the interest in the real property to be acquired.

(3) An identification of the buildings, structures, and other improvements (including removable building equipment and trade fixtures) which are included as part of the offer of just compensation. Where appropriate, the statement shall identify any other separately held ownership interest in the property, e.g., a tenant-owned improvement, and indicate that such interest is not covered by this offer.

(f) *Basic negotiation procedures.* The Agency shall make all reasonable efforts to contact the owner or the owner's representative and discuss its offer to purchase the property, including the basis for the offer of just compensation and explain its acquisition policies and procedures, including its payment of incidental expenses in accordance with §24.106. The owner shall be given reasonable opportunity to consider the offer and present material which the owner believes is relevant to determining the value of the property and to suggest modification in the proposed terms and conditions of the purchase. The Agency shall consider the owner's presentation. (See appendix A, §24.102(f).)

(g) *Updating offer of just compensation.* If the information presented by the owner, or a material change in the character or condition of the property, indicates the need for new appraisal information, or if a significant delay has occurred since the time of the appraisal(s) of the property, the Agency shall have the appraisal(s) updated or obtain a new appraisal(s). If the latest appraisal information indicates that a change in the purchase offer is warranted, the Agency shall promptly reestablish just compensation and offer that amount to the owner in writing.

(h) *Coercive action.* The Agency shall not advance the time of condemnation, or defer negotiations or condemnation or the deposit of funds with the court, or take any other coercive action in order to induce an agreement on the price to be paid for the property.

(i) *Administrative settlement.* The purchase price for the property may exceed the amount offered as just compensation when reasonable efforts to negotiate an agreement at that amount have failed and an authorized Agency official approves such administrative settlement as being reasonable, prudent, and in the public interest. When Federal funds pay for or participate in acquisition costs, a written justification shall be prepared, which states what available information, including trial risks, supports such a settlement. (See appendix A, §24.102(i).)

(j) *Payment before taking possession.* Before requiring the owner to surrender possession of the real property, the Agency shall pay the agreed purchase price to the owner, or in the case of a condemnation, deposit with the court, for the benefit of the owner, an amount not less than the Agency's approved appraisal of the fair market value of such property, or the court award of compensation in the condemnation proceeding for the property. In exceptional circumstances, with the prior approval of the owner, the Agency may obtain a right-of-entry for construction purposes before making payment available to an owner. (See appendix A, §24.102(j).)

(k) *Uneconomic remnant.* If the acquisition of only a portion of a property would leave the owner with an uneconomic remnant, the Agency shall offer to acquire the uneconomic remnant along with the portion of the property needed for the project. (See §24.2(a)(27).)

(l) *Inverse condemnation.* If the Agency intends to acquire any interest in real property by exercise of the power of eminent domain, it shall institute formal condemnation proceedings and not intentionally make it necessary for the owner to institute legal proceedings to prove the fact of the taking of the real property.

(m) *Fair rental.* If the Agency permits a former owner or tenant to occupy the real property after acquisition for a short term, or a period subject to termination by the Agency on short notice, the rent shall not exceed the fair market rent for such occupancy. (See appendix A, §24.102(m).)

(n) *Conflict of interest.* (1) The appraiser, review appraiser or person performing the waiver valuation shall not have any interest, direct or indirect, in the real property being valued for the Agency.

Compensation for making an appraisal or waiver valuation shall not be based on the amount of the valuation estimate.

(2) No person shall attempt to unduly influence or coerce an appraiser, review appraiser, or waiver valuation preparer regarding any valuation or other aspect of an appraisal, review or waiver valuation. Persons functioning as negotiators may not supervise or formally evaluate the performance of any appraiser or review appraiser performing appraisal or appraisal review work, except that, for a program or project receiving Federal financial assistance, the Federal funding Agency may waive this requirement if it determines it would create a hardship for the Agency.

(3) An appraiser, review appraiser, or waiver valuation preparer making an appraisal, appraisal review or waiver valuation may be authorized by the Agency to act as a negotiator for real property for which that person has made an appraisal, appraisal review or waiver valuation only if the offer to acquire the property is \$10,000, or less. (See appendix A, §24.102(n).)

[70 FR 611, Jan. 4, 2005, as amended at 70 FR 22611, May 2, 2005]

 [Back to Top](#)

§24.103 Criteria for appraisals.

(a) *Appraisal requirements.* This section sets forth the requirements for real property acquisition appraisals for Federal and federally-assisted programs. Appraisals are to be prepared according to these requirements, which are intended to be consistent with the Uniform Standards of Professional Appraisal Practice (USPAP).¹ (See appendix A, §24.103(a).) The Agency may have appraisal requirements that supplement these requirements, including, to the extent appropriate, the Uniform Appraisal Standards for Federal Land Acquisition (UASFLA).²

¹Uniform Standards of Professional Appraisal Practice (USPAP). Published by The Appraisal Foundation, a nonprofit educational organization. Copies may be ordered from The Appraisal Foundation at the following URL: <http://www.appraisalfoundation.org/html/USPAP2004/toc.htm>.

²The "Uniform Appraisal Standards for Federal Land Acquisitions" is published by the Interagency Land Acquisition Conference. It is a compendium of Federal eminent domain appraisal law, both case and statute, regulations and practices. It is available at <http://www.usdoj.gov/enrd/land-ack/toc.htm> or in soft cover format from the Appraisal Institute at <http://www.appraisalinstitute.org/econom/publications/Default.asp> and select "Legal/Regulatory" or call 888-570-4545.

(1) The Agency acquiring real property has a legitimate role in contributing to the appraisal process, especially in developing the scope of work and defining the appraisal problem. The scope of work and development of an appraisal under these requirements depends on the complexity of the appraisal problem.

(2) The Agency has the responsibility to assure that the appraisals it obtains are relevant to its program needs, reflect established and commonly accepted Federal and federally-assisted program appraisal practice, and as a minimum, complies with the definition of appraisal in §24.2(a)(3) and the five following requirements: (See appendix A, §§24.103 and 24.103(a).)

(i) An adequate description of the physical characteristics of the property being appraised (and, in the case of a partial acquisition, an adequate description of the remaining property), including items identified as personal property, a statement of the known and observed encumbrances, if any, title information, location, zoning, present use, an analysis of highest and best use, and at least a 5-year sales history of the property. (See appendix A, §24.103(a)(1).)

(ii) All relevant and reliable approaches to value consistent with established Federal and federally-assisted program appraisal practices. If the appraiser uses more than one approach, there shall be an

analysis and reconciliation of approaches to value used that is sufficient to support the appraiser's opinion of value. (See appendix A, §24.103(a).)

(iii) A description of comparable sales, including a description of all relevant physical, legal, and economic factors such as parties to the transaction, source and method of financing, and verification by a party involved in the transaction.

(iv) A statement of the value of the real property to be acquired and, for a partial acquisition, a statement of the value of the damages and benefits, if any, to the remaining real property, where appropriate.

(v) The effective date of valuation, date of appraisal, signature, and certification of the appraiser.

(b) *Influence of the project on just compensation.* The appraiser shall disregard any decrease or increase in the fair market value of the real property caused by the project for which the property is to be acquired, or by the likelihood that the property would be acquired for the project, other than that due to physical deterioration within the reasonable control of the owner. (See appendix A, §24.103(b).)

(c) *Owner retention of improvements.* If the owner of a real property improvement is permitted to retain it for removal from the project site, the amount to be offered for the interest in the real property to be acquired shall be not less than the difference between the amount determined to be just compensation for the owner's entire interest in the real property and the salvage value (defined at §24.2(a)(24)) of the retained improvement.

(d) *Qualifications of appraisers and review appraisers.* (1) The Agency shall establish criteria for determining the minimum qualifications and competency of appraisers and review appraisers. Qualifications shall be consistent with the scope of work for the assignment. The Agency shall review the experience, education, training, certification/licensing, designation(s) and other qualifications of appraisers, and review appraisers, and use only those determined by the Agency to be qualified. (See appendix A, §24.103(d)(1).)

(2) If the Agency uses a contract (fee) appraiser to perform the appraisal, such appraiser shall be State licensed or certified in accordance with title XI of the Financial Institutions Reform, Recovery, and Enforcement Act of 1989 (FIRREA) (12 U.S.C. 3331 *et seq.*).

[70 FR 611, Jan. 4, 2005, as amended at 70 FR 22611, May 2, 2005]

 [Back to Top](#)

§24.104 Review of appraisals.

The Agency shall have an appraisal review process and, at a minimum:

(a) A qualified review appraiser (*see* §24.103(d)(1) and appendix A, §24.104) shall examine the presentation and analysis of market information in all appraisals to assure that they meet the definition of appraisal found in 49 CFR 24.2(a)(3), appraisal requirements found in 49 CFR 24.103 and other applicable requirements, including, to the extent appropriate, the UASFLA, and support the appraiser's opinion of value. The level of review analysis depends on the complexity of the appraisal problem. As needed, the review appraiser shall, prior to acceptance, seek necessary corrections or revisions. The review appraiser shall identify each appraisal report as recommended (as the basis for the establishment of the amount believed to be just compensation), accepted (meets all requirements, but not selected as recommended or approved), or not accepted. If authorized by the Agency to do so, the staff review appraiser shall also approve the appraisal (as the basis for the establishment of the amount believed to

be just compensation), and, if also authorized to do so, develop and report the amount believed to be just compensation. (See appendix A, §24.104(a).)

(b) If the review appraiser is unable to recommend (or approve) an appraisal as an adequate basis for the establishment of the offer of just compensation, and it is determined by the acquiring Agency that it is not practical to obtain an additional appraisal, the review appraiser may, as part of the review, present and analyze market information in conformance with §24.103 to support a recommended (or approved) value. (See appendix A, §24.104(b).)

(c) The review appraiser shall prepare a written report that identifies the appraisal reports reviewed and documents the findings and conclusions arrived at during the review of the appraisal(s). Any damages or benefits to any remaining property shall be identified in the review appraiser's report. The review appraiser shall also prepare a signed certification that states the parameters of the review. The certification shall state the approved value, and, if the review appraiser is authorized to do so, the amount believed to be just compensation for the acquisition. (See appendix A, §24.104(c).)

 [Back to Top](#)

§24.105 Acquisition of tenant-owned improvements.

(a) *Acquisition of improvements.* When acquiring any interest in real property, the Agency shall offer to acquire at least an equal interest in all buildings, structures, or other improvements located upon the real property to be acquired, which it requires to be removed or which it determines will be adversely affected by the use to which such real property will be put. This shall include any improvement of a tenant-owner who has the right or obligation to remove the improvement at the expiration of the lease term.

(b) *Improvements considered to be real property.* Any building, structure, or other improvement, which would be considered to be real property if owned by the owner of the real property on which it is located, shall be considered to be real property for purposes of this subpart.

(c) *Appraisal and Establishment of Just Compensation for a Tenant-Owned Improvement.* Just compensation for a tenant-owned improvement is the amount which the improvement contributes to the fair market value of the whole property, or its salvage value, whichever is greater. (Salvage value is defined at §24.2(a)(23).)

(d) *Special conditions for tenant-owned improvements.* No payment shall be made to a tenant-owner for any real property improvement unless:

(1) The tenant-owner, in consideration for the payment, assigns, transfers, and releases to the Agency all of the tenant-owner's right, title, and interest in the improvement;

(2) The owner of the real property on which the improvement is located disclaims all interest in the improvement; and

(3) The payment does not result in the duplication of any compensation otherwise authorized by law.

(e) *Alternative compensation.* Nothing in this subpart shall be construed to deprive the tenant-owner of any right to reject payment under this subpart and to obtain payment for such property interests in accordance with other applicable law.

[↑ Back to Top](#)

§24.106 Expenses incidental to transfer of title to the Agency.

(a) The owner of the real property shall be reimbursed for all reasonable expenses the owner necessarily incurred for:

(1) Recording fees, transfer taxes, documentary stamps, evidence of title, boundary surveys, legal descriptions of the real property, and similar expenses incidental to conveying the real property to the Agency. However, the Agency is not required to pay costs solely required to perfect the owner's title to the real property;

(2) Penalty costs and other charges for prepayment of any preexisting recorded mortgage entered into in good faith encumbering the real property; and

(3) The pro rata portion of any prepaid real property taxes which are allocable to the period after the Agency obtains title to the property or effective possession of it, whichever is earlier.

(b) Whenever feasible, the Agency shall pay these costs directly to the billing agent so that the owner will not have to pay such costs and then seek reimbursement from the Agency.

[↑ Back to Top](#)

§24.107 Certain litigation expenses.

The owner of the real property shall be reimbursed for any reasonable expenses, including reasonable attorney, appraisal, and engineering fees, which the owner actually incurred because of a condemnation proceeding, if:

(a) The final judgment of the court is that the Agency cannot acquire the real property by condemnation;

(b) The condemnation proceeding is abandoned by the Agency other than under an agreed-upon settlement; or

(c) The court having jurisdiction renders a judgment in favor of the owner in an inverse condemnation proceeding or the Agency effects a settlement of such proceeding.

[↑ Back to Top](#)

§24.108 Donations.

An owner whose real property is being acquired may, after being fully informed by the Agency of the right to receive just compensation for such property, donate such property or any part thereof, any interest therein, or any compensation paid therefore, to the Agency as such owner shall determine. The Agency is responsible for ensuring that an appraisal of the real property is obtained unless the owner releases the Agency from such obligation, except as provided in §24.102(c)(2).

[↑ Back to Top](#)

MCRC Area



Project ID:	CDBG-16-08
Project Name:	Downtown Alive
HUD Code:	05 (Public Services)
National Objective:	Low/Mod Area Benefit (Activities providing benefits that are available to all the residents of a particular area, at least 51% of whom are low/mod income – based on the 2014 ACS Census Block Groups).
Funding:	\$10,000.00 (CDBG)
Description:	Downtown Alive brings together downtown merchants, property owners, residents, and partners (including the City, Economic Development Corporation, Chamber of Commerce, and Historical Society) to strengthen the economic base of the downtown area.
Start Date:	October 1, 2016
Completion Date:	September 30, 2017
Location:	Limited to downtown area and adjacent neighborhoods, Census Tract 141.04
Population Benefit:	Downtown and adjacent neighborhoods, Census Tract 141.04 (total population: 6,135; low-mod population: 3,090 – 50.37%)

Accomplishments

Consolidated Plan:	Goal #1 – Redevelop Downtown Blue Springs, promote Downtown Blue Springs' potential for growth
Performance Objective:	Create economic opportunities
Performance Outcome:	Sustainability

Facts and Benefits



Vision Statement:

Our Vision is a healthy, vibrant downtown, creating a great city in which to live, work, shop and play for the benefit of all residents and businesses in Blue Springs.

Mission Statement:

The mission of 'Blue Springs Downtown Alive!' is to engage in historic preservation, revitalization activities and education; by encouraging the cooperation of downtown merchants, property owners, residents and partners, creating a positive image of downtown, strengthening the economic base and providing design education to improve the appearance and vitality of the Downtown Area.

Blue Springs Downtown Alive! was the recipient of:

Missouri Main Street Connection's Services Grant, awarded July 2011

2013 Outstanding Affiliate Community Award, awarded by Missouri Main Street Connection

2014 Outstanding Public Partner Award, awarded by Missouri Main Street Connection

2015 Streetscape & Public Improvement Project Award by Missouri Main Street Connection

What is Missouri Main Street Connection?

Missouri Main Street Connection is a Statewide nonprofit corporation committed to fostering new vitality in the heart of Missouri Communities, using the Main Street Four Point Approach® as developed by the National Trust for Historic Preservation;

Helps in the revitalization of downtown communities by providing instruction, guidance, education and training in downtown revitalization (Services

Grant);

Does not rely on Federal or State funding;

Assisted over forty communities in revitalization of their downtown areas, i.e. Lee's Summit, Belton, Excelsior Springs, Warrensburg, and others.

Facts and Benefits of Blue Springs Downtown Alive!

- 501 (c)(3), nonprofit, tax-exempt corporation; As of 8-15-12 all donations are tax deductible
- Grass root effort to revitalize our downtown district
- 100% locally funded; Cooperative effort of entire community from local businesses to residents
- Improves and boost the City sales tax base
- Supports Buy Blue Springs – buy local initiative – promotes retail
- Our money stays in our community
- A vital downtown is beneficial to the entire community
- Efforts are being made to beautify our downtown area with planted flower pots, park benches, bike racks, Little Free Libraries, public parking, Downtown Alive banners, facade renovations, etc.
- Our downtown will be a destination point for both local residents as well as visitors
- Events to generate awareness of our downtown area and businesses such as:
 - Piccadilly Gala
 - 'Remnants Restored' Public Art Project
 - Farmers Market
 - Community Garden
 - Chili Luncheon
 - Car Cruise Nights
 - Corks & Canvas
 - Fall Fun Festival
 - National Night Out Against Crime
 - Trick or Treat Main Street
 - Blue Springs Family 5K
 - Holiday Open House
 - Mayor's Christmas Tree Lighting
 - And SO MUCH MORE!

2015 Facts & Benefits

Upcoming Events

Car Cruise

August 13 @ 6:00 pm - 8:00 pm

Car Cruise

September 10 @ 6:00 pm - 8:00 pm

Fall Fun Festival

September 16 - September 18

National Night Out

October 4 @ 5:30 pm - 8:00 pm

Car Cruise

October 8 @ 6:00 pm - 8:00 pm

[View All Events](#)



Citizen Participation
2016-2017
CDBG
Annual Action Plan

Summary of Public Comments:

There were three (3) public hearings held during the development of the 2016-2017 Annual Action Plan. Public hearings were held by the CDBG Advisory Committee on May 24, 2016; June 8, 2016; and June 21, 2016 (affidavits of publication, meeting agendas, and meeting minutes for each have been attached). The following comment (request for funding) was received during the May 24, 2016 public hearing:

The Community Services League (CSL) requested \$20,000 to assist with covering costs of goods and services provided at the Blue Springs CSL office. The CSL had received \$10,000 in the 2014-2015 program year, but was not funded in the 2015-2016 program year. Discussion with representatives of CSL are reflective in the attached May 24, 2016 meeting minutes. After much discussion, the CDBG Advisory Committee determined not to provide funding to CSL for the following reason:

- a) A criteria needs to be established for selecting social service programs to be funded in the future.

A public notice was published in *The Examiner* on Saturday, June 25, 2016 for the public comment period for the draft 2016-2017 Annual Action Plan. The public comment period began on Saturday, June 25, 2016 and ended on Monday, July 25, 2016.

In addition to the public notice being posted on the community bulletin board at City Hall, the draft Annual Action Plan was posted on the City's CDBG webpage (see attached), at both public libraries in Blue Springs (Mid-Continent – Blue Springs North and Blue Springs South), at the City Clerk's front counter, and at the Community Development front counter.

There were no written comments received during the public comment period for the draft 2016-2017 Annual Action Plan.

AFFIDAVIT OF PUBLICATION

STATE OF MISSOURI)
County of Jackson) SS.

I, **KATHERINE M. JONES.**, being duly sworn according to law, state that I am the LEGAL CLERK and agent of 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 consecutively for a period of three years 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: May 7, 2016
Commencing on _____

and ending on May 7, 2016, being the issues of:

May 7, 2016

being Volume 111 Numbers: 252

Signed Kath M. Jones
Legal Clerk, Katherine M. Jones

Subscribed and sworn to before me on this 7th day of

May, 2016
Ramona Williams
Notary Public, Ramona Williams

RAMONA WILLIAMS
Notary Public - Notary Seal
State of Missouri
Commissioned for Jackson County
My Commission Expires: March 13, 2018
Commission Number: 14592004

My commission expires March 13, 2018

FILE

Public Notice
City of Blue Springs, Missouri
Community Development Block Grant 2016-2017 CDBG Annual Action Plan

The City of Blue Springs is beginning the process to develop the 2016-2017 Annual Action Plan. The public is invited to a public hearing to formulate funding proposals for utilizing CDBG funds for the 2016-2017 program year. The program year begins October 1, 2016 and ends September 30, 2017. The Annual Action Plan describes the specific CDBG activities that the City will undertake during the upcoming program year. Approved activities in the past include low/moderate income housing improvements, infrastructure improvements in low/moderate income areas, slum and blight removal, public services that benefit low/moderate income clientele or areas, and general administration costs.

Additional public hearings will be held as the Annual Action Plan is developed. Public notices will be published for the public hearing dates once determined.

CDBG Advisory Committee

Tuesday, May 24, 2016

6:00 PM

City Hall - East Conference Room

903 W. Main Street, Blue Springs, MO

The City shall consider the views of citizens, public agencies and other interested parties in preparation of its draft and final submission and attach a summary of such comments as they relate to the plan. The Annual Action Plan will be submitted to HUD on or before August 15, 2016, for their review and approval.

For more information about the Annual Action Plan, contact Matt Wright, Senior Planner, 816-220-4504.

PUBLISH DATE: May 7, 2016

FILE

AFFIDAVIT OF PUBLICATION

STATE OF MISSOURI) }
County of Jackson) } SS.

I, **KATHERINE M. JONES.**, being duly sworn according to law, state that I am the LEGAL CLERK and agent of 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 consecutively for a period of three years 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: May 21, 2016
Commencing on _____

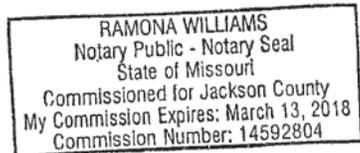
and ending on May 21, 2016, being the issues of:
May 21, 2016

being Volume 111 Numbers: 262

Signed Kath M. Jones
Legal Clerk, Katherine M. Jones

Subscribed and sworn to before me on this 21st day of

May 2016
Ramona Williams
Notary Public, Ramona Williams



My commission expires March 13, 2018.

FILE

Public Notice
City of Blue Springs, Missouri
Community Development Block Grant
2016-2017 CDBG Annual Action Plan

The City of Blue Springs is beginning the process to develop the 2016-2017 Annual Action Plan. The public is invited to a public hearing to review funding proposals for utilizing CDBG funds for the 2016-2017 program year. The program year begins October 1, 2016 and ends September 30, 2017. The Annual Action Plan describes the specific CDBG activities that the City will undertake during the upcoming program year. Approved activities in the past include low-moderate income housing improvements, infrastructure improvements in low-moderate income areas, slum and blight removal, public services that benefit low-moderate income clientele or areas, and general administration costs.

Additional public hearings will be held as the Annual Action Plan is developed. Public notices will be published for the public hearing dates once determined.

CDBG Advisory Committee
Wednesday, June 8, 2016
6:00 PM
City Hall - East Conference Room
903 W. Main Street, Blue Springs, MO

The City shall consider the views of citizens, public agencies and other interested parties in preparing its draft and final submission and attach a summary of such comments as they relate to the plan. The Annual Action Plan will be submitted to HUD on or before August 15, 2016, for their review and approval.

For more information about the Annual Action Plan, contact Matt Wright, Senior Planner, 816-220-4504.

PUBLISH DATE: May 21, 2016

FILE

AFFIDAVIT OF PUBLICATION

STATE OF MISSOURI) }
County of Jackson) } SS.

I, **KATHERINE M. JONES.**, being duly sworn according to law, state that I am the LEGAL CLERK and agent of 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 consecutively for a period of three years 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: June 4, 2016
Commencing on _____

and ending on June 4, 2016 _____, being the issues of:
June 4, 2016

being Volume 112 Numbers: 10

Signed

Kath M. Jones

Legal Clerk, Katherine M. Jones

Subscribed and sworn to before me on this 4th day of
June, 2016

Ramona Williams

Notary Public, Ramona Williams

My commission expires March 13, 2018



RAMONA WILLIAMS
Notary Public - Notary Seal
State of Missouri
Commissioned for Jackson County
My Commission Expires: March 13, 2018
Commission Number: 14592804

FILE

Public Notice
City of Blue Springs, Missouri
Community Development Block Grant
2016-2017 CDBG Annual Action Plan

The City of Blue Springs is in the process of developing the 2016-2017 Annual Action Plan. The public is invited to a public hearing to finalize funding proposals for utilizing CDBG funds for the 2016-2017 program year. The program year begins October 1, 2016 and ends September 30, 2017. The Annual Action Plan describes the specific CDBG activities that the City will undertake during the upcoming program year. Approved activities in the past include low-moderate income housing improvements, infrastructure improvements in low-moderate income areas, slum and blight removal, public services that benefit low-moderate income clientele or areas, and general administration costs.

Once funding proposals have been finalized, a public notice will be published for comment on the draft Annual Action Plan and a final public hearing for the City Council to approve the Annual Action Plan.

CDBG Advisory Committee

Tuesday, June 21, 2016

6:00 PM

City Hall - East Conference Room

903 W. Main Street, Blue Springs, MO

The City shall consider the views of citizens, public agencies and other interested parties in preparing its draft and final submission and attach a summary of such comments as they relate to the plan. The Annual Action Plan will be submitted to HUD on or before August 15, 2016, for their review and approval.

For more information about the Annual Action Plan, contact Matt Wright, Senior Planner, 816-220-4504.

PUBLISH DATE: June 4, 2016



FILE

AFFIDAVIT OF PUBLICATION

STATE OF MISSOURI) }
County of Jackson) SS.

I, **KATHERINE M. JONES.**, being duly sworn according to law, state that I am the LEGAL CLERK and agent of 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 consecutively for a period of three years 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: June 25, 2016
Commencing on _____

and ending on June 25, 2016, being the issues of:
June 25, 2016

being Volume 112 Numbers: 25

Signed Kath M. Jones
Legal Clerk, Katherine M. Jones

Subscribed and sworn to before me on this 25th day of
June, 2016

Ramona Williams
Notary Public, Ramona Williams

My commission expires March 13, 2018.

RAMONA WILLIAMS
Notary Public - Notary Seal
State of Missouri
Commissioned for Jackson County
My Commission Expires: March 13, 2018
Commission Number: 14592804

Public Notice
City of Blue Springs, Missouri
Community Development Block Grant
2016-2017 CDBG Annual Action Plan

The City of Blue Springs is presenting the 2016-2017 Annual Action Plan for public comment. The draft 2016-2017 Annual Action Plan is available for a 30 day public comment period beginning Saturday, June 25, 2016 and ending on Monday, July 25, 2016. The purpose of the public comment period is to allow the public to review the plan and submit comments prior to a final draft being submitted to the City Council for approval. The program year begins October 1, 2016 and ends September 30, 2017. The Annual Action Plan describes the specific CDBG activities that the City will undertake during the upcoming program year. Proposed activities include \$60,000 for low-moderate income housing improvements (Minor Home Repair Program), \$45,000 for low-moderate income housing assistance (First Time Home Buyers), \$10,000 for low-moderate income area rehabilitation (Downtown Façade Grant Program), \$10,000 for slum and blight area rehabilitation (Downtown Façade Grant Program), \$10,000 for public services that benefit low-moderate income areas (Downtown Alive), \$10,000 for public services that benefit low-moderate income clientele (Fieldhouse Recreation Passes), \$39,842 for slum and blight acquisition and removal, and \$24,000 for general administration costs which will include the development of the 2017-2020 Consolidated Plan.

A final draft will be presented to the City Council at a public hearing. At the public hearing the City Council will open the hearing, receive public comment, close the hearing, and accept the Plan as submitted or with changes.

City Council
Monday, August 1, 2016
6:00 PM
Howard L. Brown Public Safety Building
1100 SW Smith Street, Blue Springs, MO

For more information about the Annual Action Plan, contact Matt Wright, Senior Planner, 816-220-4504. The draft Annual Action Plan may be viewed at the Community Development Department at 903 W. Main Street on non-holiday weekdays between 8 AM and 5 PM, at the Mid-Continent Library North Branch at 850 NW Hunter Drive during open hours, at the Mid-Continent Library South Branch at 2220 SW-7 Highway during open hours, and/or on the City's website at <http://www.bluespringsgov.com/202/Community-Development-Block-Grant-CDBG>. Written comments may be submitted to the City of Blue Springs Community Development Department, Attn: Community Development Director, 903 W. Main Street, Blue Springs, MO 64015

PUBLISH DATE: Saturday, June 25, 2016



East Conference Room – 903 W. Main Street – City Hall

AMENDED
CDBG ADVISORY COMMITTEE
MEETING AGENDA

Tuesday May 24, 2016 - 6:00 p.m.

Committee Members please call 228-0207 if unable to attend

- 1 CALL TO ORDER**
 - Minutes - April 22, 2016
- 2 PUBLIC HEARING / 2015-2016 ANNUAL ACTION PLAN – SUBSTANTIAL AMENDMENTS**
 - CDBG Substantial Amendments to the 2015-2016 Annual Action Plan (DRAFT)
 - Affidavit of Publication in The Examiner on May 7, 2016
- 3 PUBLIC HEARING / CITIZEN PARTICIPATION PLAN**
 - Citizen Participation Plan – 2016 (DRAFT)
 - Affidavit of Publication in The Examiner on May 7, 2016
- 4 PUBLIC HEARING / 2016-2017 ANNUAL ACTION PLAN – FUNDING PROPOSALS**
 - Affidavit of Publication in The Examiner on May 7, 2016
- 5 REGIONAL COLLABORATION AGREEMENT**
 - Approval of Collaboration Agreement with area jurisdictions to complete the regional Assessment of Fair Housing (AFH)
- 6 OTHER BUSINESS**
 - The next meeting is scheduled for Wednesday, June 8, 2016 at 6 PM
- 7 ADJOURN**

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



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

CDBG ADVISORY COMMITTEE

MINUTES

Tuesday, May 24, 2016

A regular meeting of the CDBG Advisory Commission of the City of Blue Springs was held at City Hall in the east conference room located at 903 W Main Street on Tuesday, May 24, 2016 with the following members, guests and staff in attendance:

**VOTING MEMBERS
PRESENT**

Susan Culpepper, City Council
Chris Lievsay, City Council
Mitchell Peil, Planning Commission
Cindy Miller, Downtown Alive

Yvonne Woods, DRB
Jennifer Splittorff, Parks

MEMBERS ABSENT

Councilman Jeff Quibell

STAFF

Scott Allen, Community Development
Matt Wright, Community Development
Aliyah Mihalko, Community Development
Chris Sandie, Public Works
Dennis Dovel, Parks & Recreation
Karen Findora, Recording Secretary

CALL TO ORDER

Chairman Cindy Miller called the meeting to order at 6:00 p.m. Chairman Miller requested action on the April 22, 2016 meeting minutes. Committee Member Mitchell Peil made a motion to approve the minutes of the April 22, 2016 meeting, a second from Councilman Susan Culpepper, and a unanimous vote, the Minutes of April 22, 2016, were approved as submitted.

**AGENDA ITEM 2
PUBLIC HEARING /
2015-2016 ANNUAL
ACTION PLAN –
SUBSTANTIAL
AMENDMENTS**

Chairman Miller opened the public hearing for Agenda Item 2 at 6:01 p.m.

Matt Wright, Senior Planner, walked through some of the amendments to the 2015-2016 Annual Action Plan. A public hearing is required to amend any changes to the plan. Some of those changes are as follows and were bolded and italicized in the document.

- CDBG Substantial Amendments to the 2015-2016 Annual Action Plan (DRAFT)

Summit Street Sidewalks - \$15,000
Downtown Façade Grant Program (Low Mod Area) - \$10,000
Downtown Façade Grant Program (Slum/Blight Area) - \$10,000
Administration \$25,000

- Affidavit of Publication in The Examiner on May 7, 2016

There was \$40,000 dedicated to the Summit Street Sidewalk project and staff is reducing it to \$15,000, and taking the \$25,000 and placing it under Administration cost. That Administration cost will cover the City's participation in the Regional Assessment of Fair Housing, that staff is currently working on with other jurisdictions in the region.

Previously, the City had \$20,000 in the Downtown Façade Grant Program. It was listed under the low-mod area benefit, which has certain requirements for any downtown business that would receive that funding. Those businesses, would have to serve a low-mod clientele or create jobs. That doesn't work for many downtown businesses, so for them they would fall under the slum/blight requirement which allows anyone located in a slum/blight area to utilize those funds. So there are now two separate categories that downtown business can utilize for projects here on out. Unfortunately, due to timing and HUD restrictions this will not help Core Medical Group with their upgrades.

Councilman Culpepper asked how far \$15,000 would go for a sidewalk. Scott Allen, Community Development Director, stated it would cover surveying and engineering, basically the preliminary work.

Councilman Chris Lievsay, asked what the estimated cost for the Summit Street sidewalk was. Matt stated originally, it was budgeted for \$40,000. Staff doesn't have the overall cost to complete the project. We could perhaps put this back in the plan for the future. There are other projects coming in to Community Development that could help assist this plan.

WITNESSES IN FAVOR

None.

WITNESSES OPPOSED

None.

HEARING CLOSED

With no further discussion, Chairman Miller closed the public hearing at 6:10 p.m.

**MOTION
AGENDA ITEM 2
PUBLIC HEARING /
2015-2016 ANNUAL
ACTION PLAN –
SUBSTANTIAL
AMENDMENTS**

Committee Member Yvonne Woods recommended the approval of the noted Amendments to the 2015-2016 Annual Action Plan as submitted.

SECOND

Seconded by Committee Member Mitchell Peil.

VOTE

Chris Lievsay – Aye
Susan Culpeper – Aye
Jeff Quibell - Absent
Cindy Miller, Chairman - Aye
(APPROVED 6-Aye, 0-No)

Mitchell Peil – Aye
Yvonne Woods - Aye
Jennifer Splittorff – Aye

**AGENDA ITEM 3
PUBLIC HEARING /
CITIZEN
PARTICIPATION PLAN**

- Citizen Participation Plan – 2016 (DRAFT)
- Affidavit of Publication in The Examiner on May 7, 2016

Chairman Miller opened the public hearing for Agenda Item 3 at 6:13 p.m.

Matt Wright, stated that this agenda item is for amendments to the Citizen Participation Plan that is related to the Assessment of Fair Housing. Matt distributed a memo that list some of the requirements that the City will be required to do, so that the City will have the most accurate information possible. Staff will be working with other jurisdictions so we want to make sure that we align with their time line because we will submit a joint assessment to HUD. There will be a public hearing and a 30 day public comment. Staff is addressing whether it needs to be heard by City Council or not.

Councilman Lievsay stated that we are collaborating with other jurisdiction because of cost saving but is there any other benefit. Matt stated that cost is one factor but time is as well and if we did this alone we would have to gather all the information ourselves.

Matt stated that since there is a 30 public comment period there may be other amendments to the plan. This Committee will be able to review all additional comments.

WITNESSES IN FAVOR

None.

WITNESSES OPPOSED

None.

HEARING CLOSED

With no further discussion, Chairman Miller closed the public hearing at 6:17 p.m.

**MOTION
AGENDA ITEM 3
PUBLIC HEARING /
CITIZEN
PARTICIPATION PLAN**

Committee Member Jennifer Splittorff recommended the approval of the noted Amendments to the Citizen Participation Plan.

SECOND

Seconded by Committee Member Mitchell Peil.

VOTE

Chris Lievsay – Aye	Mitchell Peil – Aye
Susan Culpeper – Aye	Yvonne Woods - Aye
Jeff Quibell - Absent	Jennifer Splittorff – Aye
Cindy Miller, Chairman - Aye	
(APPROVED 6-Aye, 0-No)	

**AGENDA ITEM 4
PUBLIC HEARING /
2016-2017 ANNUAL
ACTION PLAN /
FUNDING PROPOSALS**

- Affidavit of Publication in The Examiner on May 7,

Chairman Miller opened the public hearing for Agenda Item 3 at 6:19 p.m.

Matt provided a document that showed the City's purposed funding for next year. The City is looking for proposal of public needs and would like to know if there are any public comments as to funding needs that would meet the CDBG requirements. Once we have those proposals we will take a look at what projects to go forward with.

Melodie Chrisman, President and Lynn Rose, Vice President, Community

Services League presented their funding proposal for the CSL. Ms. Rose thanked the City and the Council for past funding that they received for their Blue Springs clients. Ms. Chrisman stated that CSL is celebrating their 100th year for providing services to Jackson County residents. June 17th CSL of Blue Springs will be having a Birthday party. Ms. Chrisman stated that CSL is the largest social service agency east of 435. Ms. Chrisman stated that they are no longer just a food pantry, they have become a comprehensive social service agency that are now layering their programs. Instead of affecting 1,000 people they are trying to affect 500 and do it so well that those people can get out of the poverty levels that they are in and get them in to economic stability. Doing that they have, "Work Express" which helps get folks jobs here in town. Ms. Chrisman stated that there are several of their clients that have had to resort to Pay Day Loan companies that have excessively high interest rates and now CSL has partnered with Holy Rosary Credit Union to help these folks get a loan at a normal interest rate. CSL also has the Family Stability Program that works with the Blue Springs School District. The Blue Springs CSL has helped a 6 member family that lost everything and now two months later they are more stable in a home. CSL also works with Kansas City Medicine Cabinet to help with prescriptions.

Ms. Chrisman provided a list of items that they provided for Blue Springs residents. She stated that the CDBG funds will help with the layers of services that CSL provides.

Committee Member Peil asked how many funding sources does CSL as a whole have. Ms. Rose stated that there are over 60 separate foundations, government grants, 4 different HUD programs, MO Housing Trust Fund, United Way, churches, individuals etc.

Committee Member Peil asked how they vet the folks that go through these programs and do they see those folks returning. Ms. Chrisman stated the elderly they see on a more regular basis. Others go through the layered programs. There are 9 locations but the funding only goes so far and it has to be broken up between the 9 locations. Ms. Rose stated that people have to help their own situation because there is not enough sources to provide for everyone. Ms. Chrisman stated that her folks are required to go through Work Express.

Committee Member Peil asked what the time span was for people to be in the program and out on their own. Ms. Chrisman stated to make it work it would take 6 months to a year. Member Peil asked how big Ms. Chrisman's staff is. Ms. Chrisman stated that she has 30 non-paid staff members, 100% donation driven.

Committee Member Woods asked if they track the rate of need. Ms. Rose stated that they service people 3.6 times over the course of 2015. Other than that they were not sure about other statics.

Ms. Chrisman stated that last week CSL received the Excellence & Impact Award from Truman Heartland.

Chairman Miller asked if the funds were given directly to the clients. Ms. Chrisman stated that they work with the local landlords, KCPL, MO Gas directly. No money is handed to the client. Gift cards can be handed out but that is all.

The City did provide funds to CSL in 2014.

With no further discussion, Chairman Miller closed the public hearing at 6:44 p.m.

HEARING CLOSED

AGENDA ITEM 5 REGOINAL COLLABORATION AGREEMENT

- Approval of Collaboration Agreement with area jurisdictions to complete the regional Assessment of Fair Housing (AFH)

Matt spoke about the collaboration agreement between Blue Springs, Kansas City, MO., Independence, Leavenworth and Wyandotte County, Kansas to allow all of those jurisdictions to join together to submit the Regional Assessment of Fair Housing. This agreement will go to City Council on Monday, June 6, 2016.

Committee Member Peil asked what the advantages would be for Blue Springs to join in. Matt stated that the City will be contributing financing to help with the technical assistance that will be provided by MARC. As a region we are collecting data but we are also analyzing individual items at a local level and will collaborate and place in a single document. That document will be passed on to the City of Kansas City, they are the lead entity for this project. They will ultimately be responsible for submitting the final plan to HUD. But if something goes wrong we are still a part of the group, so if there are revisions we will be responsible. Each jurisdiction meets to make sure that all the data is accurate for their area. Matt stated that every entitlement community is Federally required to conduct this assessment. We can do this on our own but it would cost more money and time. Mr. Allen stated that it is required with our 5 Year Consolidated Plan which is the overall plan for utilizing CDBG funds. HUD has agreed to delay our Consolidated Plan update by 1 year. Staff will be working with this Committee on the 5 Year Consolidated Plan. Otherwise staff has to do all of this at one time.

Committee Member Woods asked if this would move our funding to one of the other cities. Matt stated it would not. Chairman Miller asked if we pay the \$10,000 up front. Matt thought we would pay toward the end.

MOTION AGENDA ITEM 5 REGOINAL COLLABORATION AGREEMENT

Committee Member Jennifer Splittorff recommended the approval to submit the Collaboration Agreement with area jurisdictions to complete the regional Assessment of Fair Housing. (AFH)

SECOND

Seconded by Committee Member Yvonne Woods.

VOTE

Chris Lievsay – Aye
Susan Culpeper – Aye
Jeff Quibell - Absent
Cindy Miller, Chairman - Aye
(APPROVED 5-Aye, 1-No)

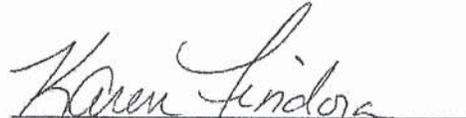
Mitchell Peil – No
Yvonne Woods - Aye
Jennifer Splittorff – Aye

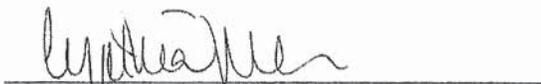
OTHER BUSINESS

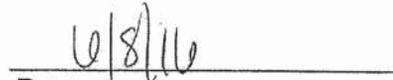
The next meeting is scheduled for Tuesday, June 8, 2016. The meeting will take place in the City Hall East Conference Room at 6:00 p.m. The next meeting after June 8th will take place on Tuesday, June 21, 2016 at 6:00 p.m.

MEETING ADJOURN

With no further discussion, a motion was made by Committee Member Mitchell Peil to adjourn at 7:10 p.m. Seconded by Committee Member Jennifer Splittorff.


Respectfully Submitted by,
Karen Findora, Recording Secretary


Cindy Miller, Chairman


Date



The City of
Blue Springs
Missouri

East Conference Room – 903 W. Main Street – City Hall

CDBG ADVISORY COMMITTEE
MEETING AGENDA

Wednesday, June 8, 2016 - 6:00 p.m.

Committee Members please call 228-0207 if unable to attend

1 CALL TO ORDER

- Minutes – May 24, 2016

2 PUBLIC HEARING / 2016-2017 CDBG ANNUAL ACTION PLAN

- CDBG 2016-2017 Annual Action Plan (DRAFT)
- Affidavit of Publication in The Examiner on May 21, 2016

3 OTHER BUSINESS

- The next meeting is scheduled for Tuesday, June 21, 2016 at 6:00 p.m.

4 ADJOURN

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



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

**CDBG ADVISORY COMMITTEE
MINUTES
Wednesday, June 8, 2016**

A regular meeting of the CDBG Advisory Commission of the City of Blue Springs was held at City Hall in the east conference room located at 903 W Main Street on Wednesday, June 8, 2016 with the following members, guests and staff in attendance:

**VOTING MEMBERS
PRESENT**

Mitchell Peil, Planning Commission
Cindy Miller, Downtown Alive

Susan Culpepper, City Council
Chris Lievsay, City Council

MEMBERS ABSENT

Councilman Jeff Quibell
Yvonne Woods, DRB
Jennifer Splittorff, Parks

STAFF

Scott Allen, Community Development
Matt Wright, Community Development
Aliyah Mihalko, Community Dev.
Chris Sandie, Public Works

CALL TO ORDER

Chairman Cindy Miller called the meeting to order at 6:00 p.m.

Chairman Miller requested action on the May 24, 2016 meeting minutes. Councilman Susan Culpepper made a motion to approve the minutes, a second from Committee Member Mitchell Peil, and a unanimous vote, the Minutes for May 24, 2016, were approved as submitted.

**AGENDA ITEM 2
PUBLIC HEARING /
2015-2016 ANNUAL
ACTION PLAN –**

Chairman Miller opened the public hearing for Agenda Item 2 at 6:02 p.m.

- CDBG 2016-2017 Annual Action Plan (DRAFT)
- Affidavit of Publication in The Examiner on May 21, 2016

Matt Wright, Senior Planner, stated that the public hearing is for service organizations that are looking for CDBG funding. Councilman Culpepper stated that Stand Up Blue Springs may be looking for funding. Scott Allen, Director, Community Development stated that Stand Up Blue Springs organizes the Kids Dental program and the newest program is titled, "GAME PLAN for Life." Business Coaches teach kids how to succeed in life for future employment in Missouri. They also provide education scholarships to students. Councilman Chris Lievsay stated that the School of Economics was seeking funds but the CDBG funds wouldn't apply to their needs. Committee Member Peil asked how to proceed with the approval process for funds. Mr. Allen stated that the Committee is in the draft stage, hearing from those agencies that might request funds. Mr.

Wright stated that there will be a couple more meetings before a vote will be made as to how the City will distribute the funds.

Councilman Lievsay stated that there were concerns with opening the door for social service programs. It creates issues moving forward because some sort of criteria needs to be in place by which to decide who receives funds and who doesn't. Then the City Council is put in the position to pick a winner and a loser. Other cities have created a policy where social services get all the money, but that may not be direction that Blue Springs wants to move in. There are some social services that are unique.

Councilman Lievsay stated that traditionally, past CDBG funds have been used for projects and infrastructure improvements, mostly for downtown. That is why the First Time Home Buyer and Minor Home Repair programs were started a few years ago. They help spread the money through other Council Districts. The money is designed to be for specific demographics. That way Districts 1 & 3 can utilize the funds that are provided. Mr. Allen stated that these programs are easier to track because they are specifically in Blue Springs boundaries. Councilman Lievsay asked if Hope House and CSL provided reports last year when funds were given to them. Mr. Allen stated that they did but it was not broken out to just helping Blue Springs residents, it also pertained to salaries, etc. HUD has certain parameters and the City can't dictate where the money goes.

Committee Member Peil withdrew his proposal to provide funds to CSL.

WITNESSES IN FAVOR

None.

WITNESSES OPPOSED

None.

HEARING CLOSED

With no further discussion, Chairman Miller closed the public hearing at 6:21 p.m.

OTHER BUSINESS

Mr. Wright stated that staff has gone through the First Time Home Buyers applications and have provided a memo to the Committee that describes who the first 65 recipients were.

Councilman Culpepper asked how the City advertises the First Time Home Buyers program. Mr. Wright stated that the City posts on the City website and there are public notices sent to The Examiner. The City has agreements with local lending institutions and that is where most of the applicants come from.

The next meeting is scheduled for Tuesday, June 21, 2016. The meeting will take place in the City Hall, east conference room at 6:00 p.m.

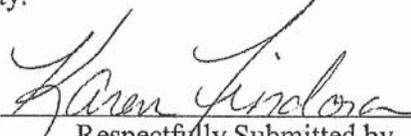
Committee Terms were announced as follows:

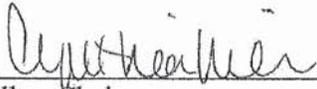
- Councilman Chris Lievsay – 1 year
- Councilman Susan Culpepper – 3 years
- Councilman Jeff Quibell – 2 years
- Mitchell Peil – 3 years
- Yvonne Woods – 2 years

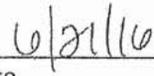
Jennifer Splittorff – 3 years
Cindy Miller – 1 year

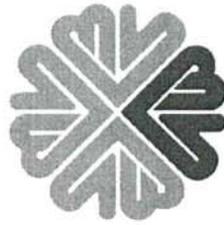
MEETING ADJOURN

With no further discussion, a motion was made by Committee Member Mitchell Peil to adjourn at 6:40 p.m. Seconded by Councilman Chris Lievsay.


Respectfully Submitted by,
Karen Findora, Recording Secretary


Cindy Miller, Chairman


Date



East Conference Room – 903 W. Main Street – City Hall

CDBG ADVISORY COMMITTEE
MEETING AGENDA

Tuesday, June 21, 2016 - 6:00 p.m.

Committee Members please call 228-0207 if unable to attend

1 CALL TO ORDER

- Minutes – June 8, 2016

2 PUBLIC HEARING / 2016-2017 CDBG ANNUAL ACTION PLAN

- CDBG 2016-2017 Annual Action Plan (DRAFT)
- Affidavit of Publication in The Examiner on June 4, 2016
- A 30 day comment period for the Annual Action Plan will begin Saturday, June 25, 2016 and end on Monday, July 25, 2016.
- A final public hearing and vote to approve the Annual Action Plan will be held at the Monday, August 1, 2016 City Council meeting.

3 OTHER BUSINESS

- A final public hearing and vote to approve substantial amendments to the 2015-2016 CDBG Annual Action Plan will be held at the Monday, July 18, 2016 City Council meeting.
- A final public hearing and vote to approve amendments to the Citizen Participation Plan will be held at the Monday, July 18, 2016 City Council meeting.
- A public meeting for the AFH (Assessment of Fair Housing) will be held on Wednesday, July 20, 2016, 6-8 PM, in the Journagan Family Community Room at the Howard L. Brown Public Safety Building, 1100 SW Smith Street.

4 ADJOURN

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



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

**CDBG ADVISORY COMMITTEE
MINUTES
Tuesday, June 21, 2016**

A regular meeting of the CDBG Advisory Commission of the City of Blue Springs was held at City Hall in the east conference room located at 903 W Main Street on Tuesday, June 21, 2016 with the following members, guests and staff in attendance:

**VOTING MEMBERS
PRESENT**

Mitchell Peil, Planning Commission
Cindy Miller, Chairman
Susan Culpepper, City Council
Chris Lievsay, City Council

MEMBERS ABSENT

Councilman Jeff Quibell
Jennifer Splittorff, Parks Commission
Yvonne Woods, DRB

STAFF

Scott Allen, Community Development
Matt Wright, Community Development
Aliyah Mihalko, Community Dev.
Chris Sandie, Public Works
Dennis Dovel, Parks
Karen Findora, Recording Secretary

CALL TO ORDER

Chairman Cindy Miller called the meeting to order at 6:04 p.m.

Chairman Miller requested action on the June 8, 2016 meeting minutes. Committee Member Mitchell Peil made a motion to approve the minutes, a second from Councilman Susan Culpepper, and a unanimous vote, the Minutes for June 8, 2016, were approved as submitted.

**AGENDA ITEM 2
PUBLIC HEARING /
2016-2017 CDBG
ANNUAL ACTION PLAN**

Chairman Miller opened the public hearing for Agenda Item 2 at 6:05 p.m.

- CDBG 2016-2017 Annual Action Plan (DRAFT)
- Affidavit of Publication in The Examiner on June 4, 2016

Matt Wright, Senior Planner, stated that in the CDBG Agenda packet is a copy of the one (1) year Action Plan, which listed a breakdown of projects staff proposed to fund. The purpose of the public hearing was to allow anyone that hasn't had a chance to speak at the previous public hearings a final opportunity to do so.

Matt stated that the next step would be a public notice of the 30 day comment period that will include the Draft Annual Action Plan. The notice will be sent to The Examiner on Thursday, June 23rd for publishing on Saturday, June 25th. Once the 30 day comment period is over, staff will

- A 30 day comment period for the Annual Action Plan will begin Saturday, June 25, 2016 and end on Monday, July 25, 2016
- A final public hearing and vote to approve the Annual Action Plan will be held at the Monday, August 1, 2016 City Council meeting.

finalize the draft and send it to City Council, which will be reviewed by them, Monday, August 1st. There will be a public hearing for that meeting for any final comments by citizens.

MOTION

Councilman Lievsay recommended the 30 day comment period for the Draft Annual Action Plan go forward.

SECOND

Committee Member Mitchell Peil.

VOTE

Mitchell Peil – Aye	Jennifer Splittorff – Absent
Susan Culpepper - Aye	Cindy Miller – Aye
Jeff Quibell – Absent	Yvonne Woods – Absent
Chris Lievsay - Aye	
(APPROVED 4-Aye, 0-No)	

HEARING CLOSED

With no further discussion, Chairman Miller closed the public hearing at 6:16 p.m.

OTHER BUSINESS

- A final public hearing and vote to approve substantial amendments to the 2015-2016 CDBG Annual Action Plan will be held at the Monday, July 18, 2016 City Council meeting.
- A final public hearing and vote to approve amendments to the Citizen Participation Plan will be held at the Monday, July 18, 2016 City Council meeting.
- A public meeting for the AFH (Assessment of Fair Housing) will be held on Wednesday, July 20, 2016, 6-8 PM, in the Journagan Family Community Room at the Howard L. Brown Public Safety Building, 1100 SW Smith Street.

MEETING ADJOURN

With no further discussion, a motion was made by Councilman Susan Culpepper to adjourn at 6:16 p.m. Seconded by Councilman Chris Lievsay.

Respectfully Submitted by,
Karen Findora, Recording Secretary

Cindy Miller, Chairman

Date

Community Development Block Grant (CDBG)

The City of Blue Springs is currently collaborating with other area entitlement communities on a regional Assessment of Fair Housing. Your input is a critical component of developing a strong fair housing plan. A public meeting will be held on Wednesday, July 20, 2016 6-8 PM in the Journagan Family Community Room at the Howard L. Brown Public Safety Building at 1100 SW Smith Street in Blue Springs. For more information, [click here](#).

The [Draft 2016-2017 Annual Action Plan \(click here\)](#) is now available for public review and comment. A public comment period will begin on Saturday, June 25, 2016 and end on Monday, July 25, 2016. A final draft will be submitted to the City Council for their review and approval following a public hearing on Monday, August 1, 2016 at 6 PM in the Howard L. Brown Public Safety Building.

The proposed amendments to the [Citizen Participation Plan \(click here\)](#) and the [2015-2016 Annual Action Plan \(click here\)](#) was reviewed by the [CDBG Advisory Committee](#) on Tuesday, May 24, 2016. A final public hearing will be heard by the City Council on Monday, July 18, 2016 at 6 PM at the Howard L. Brown Public Safety Building.

The public is encouraged to review and comment on the proposed amendments. If you cannot attend a public hearing, but would like to comment, please submit written comments to the Community Development Department at 903 W. Main Street, Blue Springs, MO 64015.

Overview of CDBG

The United States Congress reaffirmed the nation's primary housing goal "that every American family be able to afford a decent home in a suitable environment" through the passage of the Cranston-Gonzales National Affordable Housing Act of 1990.

Goals of the Act

This Act made substantive changes to the nation's approach to providing low and moderate income families with greater opportunities toward obtaining affordable housing. The 1990 Act listed the following goals to guide the various federal housing programs covered by the Act:

- Ensure that every resident of the United States has access to decent shelter or assistance in avoiding homelessness
- Increase the Nation's supply of decent housing that is affordable to low-income and moderate-income families and increase accessibility to job opportunities
- Improve housing opportunities for all residents of the United States Help make neighborhoods safe and livable
- Expand opportunities for home ownership
- Provide every American community with a reliable, readily available supply of mortgage financing at the lowest possible interest rates
- Encourage tenant empowerment and reduce generational poverty in federally assisted and public housing by improving the means by which self-sufficiency may be achieved

CDBG Funds & Blue Springs

Beginning in 2006, the City of Blue Springs qualified as an "Entitlement Community", which means it became entitled to receive CDBG funds. The Department of Housing and Urban Development (HUD) awards these entitlement funds. The CDBG program is administered by Community Development Department Staff. For more information please visit the [HUD CDBG Program website](#).

For more information contact Matt Wright, Senior Planner at (816) 220-4504 or e-mail mwright@bluespringsgov.com.

Stay Connected With Us



CITY COUNCIL MEETING

August 1, 2016 6:00 p.m.

Council Chambers

Howard L. Brown Public Safety Building

1100 SW Smith

Blue Springs, Missouri

PLEASE NOTE:

Anyone wishing to address the Mayor and Council, either in a Public Hearing or in the Visitors Section of the Agenda, must fill out a Speaker's Appearance Form. Forms are located at the entrance of the Multipurpose Room. After completion, the form is to be given to the Assistant City Administrator.

1. Call meeting to order
 2. Pledge of Allegiance
 3. Consent Agenda
 - All matters under Item 3, Consent Agenda, are considered to be routine by the City Council and will be enacted by one motion in the form listed below. There will be no separate discussion of these items. If discussion is desired, that item will be removed from the Consent Agenda and will be considered separately.
 - a. Approve July 18, 2016 City Council Meeting Minutes
 4. **Public Hearing – 2016-17 CDBG Annual Action Plan**
 5. **Approve Resolution No. 38-2016 approving 2016-17 CDBG Annual Action Plan**
 6. **Public Hearing – Vacation QuikTrip 217R (VAC-07-16-5400) – to be continued to August 15, 2016 Council meeting**
 7. **Presentation – Let's Move! Saturdays**
 8. Mayoral Announcements
Thoughts to Ponder
 9. Visitors
 10. Executive Session – Discussion relating to confidential communication with counsel including litigation and contract negotiations pursuant to Section 610.021 (1) and (12), RSMo.
- Adjourn

**CITY OF BLUE SPRINGS
 CITY COUNCIL INFORMATION FORM**

DATE: July 18, 2016

SUBMITTED BY: Scott Allen

DEPARTMENT: Community Development

<input type="checkbox"/> Ordinance	<input checked="" type="checkbox"/> Resolution	<input type="checkbox"/> Presentation	<input checked="" type="checkbox"/> Public Hearing
<input type="checkbox"/> Agreement	<input type="checkbox"/> Discussion	<input type="checkbox"/> Rezoning	<input type="checkbox"/> Other

ISSUE/REQUEST

A public hearing is being held regarding the adoption of the 2016-2017 Community Development Block Grant (CDBG) Annual Action Plan (AAP). A motion is in order to approve the resolution approving the AAP.

BACKGROUND/JUSTIFICATION

The 2016-2017 AAP for the upcoming annual allocation of CDBG funds is ready to be submitted to HUD for approval. The CDBG Advisory Committee held public hearings on May 24, June 8, and June 21, 2016 to solicit input from the public on potential projects. The draft AAP was published on June 25, 2016 and a 30-day public comment period was held between June 25 and July 25. The following are the proposed projects to be included in the 2016-2017 AAP, as approved by the CDBG Advisory Committee:

PROJECT	Planned Funding
Minor Home Repair Program	\$60,000
Downtown Façade Grant Program	\$10,000
Downtown Façade Grant Program	\$10,000
Downtown Alive	\$10,000
Fieldhouse Recreation Passes	\$10,000
Property Acquisition/Demolition	\$39,842
First Time Home Buyers Program	\$45,000
Administration	\$24,000
Total:	\$208,842

City staff has prepared the AAP for CDBG funding. Public input was gathered during public hearings held by the CDBG Advisory Committee. At the public hearing, one (1) public service organization requested funding. Their request is included as an attachment ("Summary of Public Comments") in the AAP.

The final AAP, adopted by Resolution, will be submitted to HUD offices by August 15, 2016.

FINANCIAL IMPACT

Contractor:	N/A
Amount of Request/Contract:	N/A
Amount Budgeted:	\$208,842
Funding Source/Account #:	100.12500.530100.845

PROJECT TIMELINE

Estimated Start Date	Estimated End Date
October 1, 2016	September 30, 2017

STAFF RECOMMENDATION

Staff recommends approval.

OTHER BOARDS & COMMISSIONS ASSIGNED

Name of Board or Commission:	CDBG Advisory Committee
Date:	April 22, 2016
Action:	Discussion
Name of Board or Commission:	CDBG Advisory Committee
Date:	May 24, 2016
Action:	Public Hearing/Discussion
Name of Board or Commission:	CDBG Advisory Committee
Date:	June 8, 2016
Action:	Public Hearing/Discussion
Name of Board or Commission:	CDBG Advisory Committee
Date:	June 21, 2016
Action:	Public Hearing/Discussion

LIST OF REFERENCE DOCUMENTS ATTACHED

1. Affidavits of Publication for public hearing in the <i>Examiner</i> on May 7, 2016; May 21, 2016; June 4, 2016; and June 25, 2016
2. Resolution with 2016-2017 Annual Action Plan attached as Exhibit A

IF CONTRACT REQUIRED:

E-Verify Affidavits Required?	N/A	Parent Company:
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REVIEWED BY

Requesting Director: Scott H. Allen	Budget: Christine Cates
Legal: Nancy Yendes	City Administrator: Eric Johnson

CITY OF BLUE SPRINGS, MISSOURI
MINUTES OF COUNCIL MEETING
AUGUST 1, 2016

A meeting of the City Council of the City of Blue Springs, Missouri, was held on Monday August 1, 2016, 6:00 p.m. in the Council Chambers of the Howard L. Brown Public Safety Building, 1100 Smith Street with Mayor Carson Ross presiding.

COUNCILMEN IN ATTENDANCE

Jeff Quibell
Chris Lievsay
Ron Fowler

Dale Carter
Kent Edmondson
Susan Culpepper

Also present were City Administrator Eric Johnson, Assistant City Administrator, Christine Cates, City Attorney Nancy Yendes and City Clerk Sheryl Morgan.

CALL MEETING TO ORDER

Mayor Carson Ross called the City Council meeting to order and led in the Pledge of Allegiance.

MAYOR COMMENTS

Mayor Ross gave a brief recap of the meeting agenda and explained the Consent Agenda.

APPROVE CITY COUNCIL MINUTES

Councilman Carter moved to approve the minutes of the July 18, 2016 meeting of the City Council meeting. Motion seconded by Councilman Culpepper and carried with the following votes:

Councilman Quibell – Aye
Councilman Lievsay – Aye
Councilman Fowler – Aye

Councilman Carter – Aye
Councilman Edmondson – Aye
Councilman Culpepper – Aye
Mayor Ross – Aye

PUBLIC HEARING – 2016-17 CDBG ANNUAL ACTION PLAN

Mayor Ross opened the Public Hearing on the 2016-17 Community Development Block Grant (CDBG) Annual Action Plan at 6:02 p.m. The minutes of the public hearing were recorded by a certified court reporter. City Clerk Sheryl Morgan entered one exhibit for the public hearing into the record.

STAFF REPORT

Matt Wright, Principal Planner for the Community Development gave an overview of the 2016-17 CDBG Annual Action Plan. Blue Springs has been granted \$208,842 for the next calendar year. The CDBG Advisory Committee recommended support of the funding strategy and to proceed with publishing the Annual Action Plan following the June 21, 2016 public hearing. No additional comments were received during the public comment from June 25 - July 25, 2016. Staff recommends approval of the Plan.

COUNCIL DISCUSSION

Council and staff discussed the Façade and First Time Homebuyer Programs, as well as the Administration Costs of the program.

The Mayor hearing no comments for or against, closed the public hearings at 6:07 p.m.

**RESOLUTION 38-2016 –
ADOPT 2016-17 CDBG
ANNUAL ACTION PLAN**

Councilman Culpepper moved to adopt the 2016-17 CDBG Annual Action Plan. Motion seconded by Councilman Lievsay and carried unanimously.

**PUBLIC HEARING –
VACATION - QUIKTRIP
217R
(VAC-07-16-5400)**

Mayor Ross opened the Public Hearing on the Vacation of QuikTrip 217R. At the request of the applicant, the public hearing will be continued to the August 15, 2016 Council meeting. A motion to continue this public hearing is in order.

**MOTION TO CONTINUE
(VAC-07-16-5400)**

Councilman Carter moved to continue to the public hearing on the Vacation of QuikTrip 217R to the August 15, 2016 Council meeting. Motion seconded by Councilman Quibell and carried unanimously.

**PRESENTATION – LET’S
MOVE! SATURDAYS**

Carol Journagan, Carla Grimes (Gage Center) and Vicky Connor (Rink Ratz) of Let’s Move! Saturdays shared a PowerPoint presentation on the five-year anniversary of Let’s Move! Saturdays. The presentation is attached to these Minutes for reference. A total donated hours equals \$150,000 and over 1,000 volunteer hours over the last five years. Businesses have found that the Let’s Move! Saturdays events have been an economic lift to their businesses and they always receive good feedback. Council thanked the Let’s Move! Program for all they have done in the community.

**MAYORAL
ANNOUNCEMENTS**

Mayor Ross expressed his frustration and anger with the violence and killings of police officers throughout the nation and terrorism throughout the world.

Thoughts to Ponder:

“Too often we judge others groups by their worst examples, but judge ourselves by our best intentions.”

(George Bush)

**MOTION TO GO INTO
CLOSED SESSION**

At 6:20 p.m., Councilman Carter moved the Council go into closed session pursuant to Section 610.021, subparagraphs (1) and (12), Revised Statutes of Missouri, for the purpose of privileged communications between a governmental body or its representative and legal counsel including litigation and contract negotiations, and that any minutes, documents and other records discussed or taken during the closed session remain closed, and that this body stand adjourned at the completion of such session. Motion seconded by Councilman Culpepper and carried with the following votes:

Councilman Lievsay – Aye
Councilman Fowler – Aye
Councilman Carter – Aye

Councilman Edmondson – Aye
Councilman Culpepper – Aye
Councilman Quibell – Aye
Mayor Ross – Aye

ADJOURNMENT

Following the completion of the executive session, the Council stood adjourned at 6:44 p.m.

ATTEST:

Carson Ross, Mayor

Sheryl Morgan, City Clerk

DRAFT

**A RESOLUTION ADOPTING THE CITY OF BLUE SPRINGS
COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLAN
FOR FISCAL YEAR 2016-2017**

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) requires an entitlement City to prepare an Annual Action Plan (AAP) and submit such Plan to HUD to receive Community Development Block Grant (CDBG) funding; and

WHEREAS, the City through its CDBG Advisory Committee held public hearings on May 24, 2016, June 8, 2016, and June 21, 2016 to discuss the 2016-2017 AAP; and

WHEREAS, a public comment period was held and comments received during the public comment period and at all public hearings are included in the final document; and

WHEREAS, the City Council held a public hearing on August 1, 2016, to receive comments to the CDBG 2016-2017 AAP.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF BLUE SPRINGS, MISSOURI, as follows:

SECTION 1. The City Council hereby adopts the 2016-2017 CDBG Annual Action Plan; said Plan is attached hereto as Exhibit A and incorporated herein by reference as if fully set out in this Resolution.

SECTION 2. This Resolution shall take effect and be in full force immediately after its adoption by the City Council.

SECTION 3. The City Administrator and/or his designees shall be authorized to enter into any agreement necessary to execute all portions of the Annual Action Plan.

Passed by the City Council of the City of Blue Springs, Missouri, and approved by the Mayor of Blue Springs, this 1st day of August, 2016.

CITY OF BLUE SPRINGS



Carson Ross, Mayor

ATTEST:



Sheryl Morgan, City Clerk



SF-424 & Certifications
2016-2017
CDBG
Annual Action Plan

Application for Federal Assistance SF-424

* 1. Type of Submission:

- Preapplication
- Application
- Changed/Corrected Application

* 2. Type of Application:

- New
- Continuation
- Revision

* If Revision, select appropriate letter(s):

* Other (Specify):

* 3. Date Received:

4. Applicant Identifier:

5a. Federal Entity Identifier:

5b. Federal Award Identifier:

State Use Only:

6. Date Received by State:

7. State Application Identifier:

8. APPLICANT INFORMATION:

* a. Legal Name:

City of Blue Springs, Missouri

* b. Employer/Taxpayer Identification Number (EIN/TIN):

44-6000139

* c. Organizational DUNS:

0106600250000

d. Address:

* Street1:

903 W. Main Street

Street2:

* City:

Blue Springs

County/Parish:

Jackson

* State:

MO: Missouri

Province:

* Country:

USA: UNITED STATES

* Zip / Postal Code:

64015

e. Organizational Unit:

Department Name:

Planning

Division Name:

Community Development

f. Name and contact information of person to be contacted on matters involving this application:

Prefix:

Mr.

* First Name:

Scott

Middle Name:

* Last Name:

Allen

Suffix:

Title:

Community Development Director

Organizational Affiliation:

* Telephone Number:

816-228-0207

Fax Number:

816-228-0225

* Email:

sallen@bluespringsgov.com

Application for Federal Assistance SF-424

*** 9. Type of Applicant 1: Select Applicant Type:**

C: City or Township Government

Type of Applicant 2: Select Applicant Type:

Type of Applicant 3: Select Applicant Type:

*** Other (specify):**

*** 10. Name of Federal Agency:**

U.S. Department of Housing and Urban Development

11. Catalog of Federal Domestic Assistance Number:

14.218

CFDA Title:

Community Development Block Grant

*** 12. Funding Opportunity Number:**

N/A

*** Title:**

N/A

13. Competition Identification Number:

Title:

14. Areas Affected by Project (Cities, Counties, States, etc.):

Add Attachment

Delete Attachment

View Attachment

*** 15. Descriptive Title of Applicant's Project:**

Blue Springs, MO - 2016-2017 CDBG Annual Action Plan

Attach supporting documents as specified in agency instructions.

Add Attachments

Delete Attachments

View Attachments

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant

* b. Program/Project

Attach an additional list of Program/Project Congressional Districts if needed.

Add Attachment

Delete Attachment

View Attachment

17. Proposed Project:

* a. Start Date:

* b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="208,842.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text"/>
* g. TOTAL	<input type="text" value="208,842.00"/>

*** 19. Is Application Subject to Review By State Under Executive Order 12372 Process?**

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

*** 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)**

Yes No

If "Yes", provide explanation and attach

Add Attachment

Delete Attachment

View Attachment

21. *By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 218, Section 1001)

** I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative: 

* Date Signed:

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

8/9/16
Date

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) 2016, — (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

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.

C. Hall 8/9/16
Signature/Authorized Official Date

Mayor
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.