

**NOTICE OF AVAILABILITY FOR PUBLIC REVIEW AND COMMENT  
OF THE CITY OF POCATELLO'S  
CONSOLIDATED ANNUAL PERFORMANCE & EVALUATION REPORT  
ON THE PROGRESS OF ITS 2010/2011 ANNUAL ACTION PLAN  
FOR COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING  
AND POTENTIAL AMENDMENTS  
TO THE 2010-2011 and 2011-2012 ANNUAL ACTION PLANS**

In accord with its Citizen Participation Plan and U.S. Department of Housing and Urban Development requirements and based on the grant year beginning 4/1/10 and ending 3/31/11, the City of Pocatello announces the availability of its 2010/2011 Consolidated Annual Performance & Evaluation Report as well as potential amendments to its 2010/2011 and 2011/2012 Action Plans. The Consolidated Annual Performance and Evaluation Report provides an annual picture of the City's program performance in revitalizing deteriorated neighborhoods and meeting the objectives stipulated in its Consolidated Plan for CDBG funding.

The Consolidated Plan enables officials and citizens to collectively solve neighborhood and community problems. The overall goal of the Consolidated Plan is to develop viable communities by providing decent housing and a suitable living environment and expanding economic opportunities principally for low and moderate income persons.

Based upon the Consolidated Plan adopted by the Pocatello City Council, the original 2010/2011 Action Plan and its subsequent amendments included many individual activities involving multiple agencies as well as several City departments. The City's Annual Performance Report primarily focuses on those activities and consists of both a financial summary and an activity summary.

**The City Council will consider the submittal of the Annual Performance Report and the potential amendments to the Action Plans following public hearings on Thursday, June 16, 2011, at 6:00 p.m.** Therefore, the public is hereby notified that a draft of the 2010/2011 and 2011/2012 proposed action plan amendments will be available for examination and public comment from Tuesday, May 17, 2011, at 3:00 p.m. through Thursday, June 16, 2011. The draft 2010/2011 annual performance report will be available for examination and public comment from Wednesday, June 1, 2011, at 3:00 p.m. through Thursday June 16, 2011. The report and proposed amendments will be available in the Planning & Development Services Department at City Hall, 911 North 7<sup>th</sup>, at the Marshall Public Library, 113 S. Garfield, and on the City's website at [www.pocatello.us](http://www.pocatello.us) on the dates referenced.

Citizens may also submit written comments on the report or the amendments on or before 5:00 p.m. MDT on Thursday, 6/16/11 to: Melanie Gygli, Neighborhood and Community Services Division Manager, City of Pocatello, 911 North 7<sup>th</sup>, PO Box 4169, Pocatello, ID. All citizens are encouraged to participate. In accord with HUD requirements, a summary of public input will be submitted to the US Department of Housing and Urban Development along with the Annual Performance Report and amendments.

City Hall and the Council Chambers are accessible to persons with disabilities. Interpreters for persons with hearing impairments and/or taped information for persons with visual impairments can be provided upon three (3) days notice. For accessibility arrangements, please contact Dave Hunt, ADA Coordinator, at voice phone: 208.232.5057; TTY: 208.232.5071; fax: 208.233.5149; e-mail: [dhunt@pocatello.us](mailto:dhunt@pocatello.us); mailing address: P.O. Box 4169, Pocatello, Idaho 83205-4169; physical address: 215 West Bonneville Street, Pocatello.

CITY OF POCATELLO      PUBLICATION DATE:      Monday, May 2, 2011

**TO:** CDBG Advisory Committee

**FROM:** Melanie Gygli, Division Manager  
Neighborhood and Community Services

**DATE:** For May 17, 2011, Meeting

**SUBJECT:** Action Plan Amendments, Program Years 14 (2010/2011) and 15 (2011/2012)

Attached are copies of the Program Year 14 (PY14 - 2010/2011) and Program Year 15 (PY15 - 2011/2012) CDBG Annual Action Plans showing proposed amendments. As part of the 2010/2011 Consolidated Annual Performance and Evaluation Report development process and notification of expected reductions in the PY15 allocation, Neighborhood & Community Services staff is suggesting several amendments as highlighted in the yellow columns on the attached action plans and detailed in the table below.

For PY15 (the current funding year), a reduction is being recommended in the acquisition program income line to account for a property sale that occurred in PY14 instead of in PY15, where it was expected, and an increase to PNHS's program income line to account for receipt of unanticipated program income. Other recommended reductions are to account for an approximately 17 percent reduction anticipated in HUD funding from last year's award of \$543,159. The expected decrease will be \$90,515, for a total allocation of \$452,644. Should the reduction be greater than 17 percent, additional cuts will be required; staff recommends any additional cuts be made to the acquisition and administration program lines. If the reduction is not as great as expected, the funds should be reallocated to each program at the percentage by which they were decreased.

For PY14 (the funding year which concluded 3/31/11), the proposed amendments include year-end internal shifts to close out service delivery, if needed, within a given project. Proposed shifts between programs (such as unused subrecipient and administrative funds) will boost residential acquisition and down and closing activities, and are described below. This will continue support of lot acquisitions for our partnering infill housing agencies.

**Program Year 15 (2011/2012)**

Activity	Proposed Change	Reason for Recommendation
City – Housing Rehab	-\$57,000	Sufficient capital funds remain in the rehab program for PY14 to allow this program to absorb the majority of the allocation reduction. The larger cut in this line allows the other programs to remain largely intact.
City—Residential Redevelopment	-\$14,845	The reduction of \$14,845 is a result of the annual allocation reduction.
	-\$35,000	The reduction of \$35,000 is a result of a property sale occurring in PY14, rather than in PY15 as anticipated.
City—Admin.	-\$28,500	The reduction of \$28,500 is as a result of the annual allocation reduction.
PNHS—Housing Rehab	+\$591 PI	The increase of \$591 is due to receipt of unanticipated program income in PNHS' down and closing line, which (as approved in the Action Plan) will be moved to PNHS's housing rehab project.
PNHS—Admin.	-\$170	The reduction of \$170 is as a result of the annual allocation reduction.

**Program Year 14 (2010/2011)**

City – Central Corridor	+/- \$250	This shift in funds was done as a staff level amendment and facilitated the final purchase and demolition of commercial property in the Central Corridor. These projects are now closed.
City—Rehab	+\$8,675 PI	\$8,675 in unanticipated program income was received, resulting in total program income of \$37,175.
City – Infill	+252 \$3,881 +\$15,901 +\$25,010 PI	The increases of \$252 and \$3,881 are from PNHS's and the City's unused administration funds. The increase of \$15,901 is a shift of capital dollars from PNHS's rehab line to close out the program year. The increase of \$25,010 is from the sale of property at 304 North 3 <sup>rd</sup> and represents unanticipated program income. All increases will be to the capital acquisition line.
City—Administration	-\$3,881	The shift of \$3,881 in unused City administration funds would be to the residential acquisition line. Administration costs were slightly lower than anticipated and the extra funding is needed for property acquisition.
PNHS—Administration	-\$252	The shift of \$252 in unused PNHS administration funds would be to the residential acquisition line to maintain the functioning of the infill program. A mid-year staff level amendment was made from PNHS Rehab capital to administration shifting \$450 to cover anticipated costs, not all of which materialized.
PNHS - Infill	+\$651 PI	The increase of \$651 represents unanticipated program income.
PNHS - Rehab	+\$6,268 PI -\$15,901	\$6,268 in unanticipated program income was received by PNHS, resulting in total rehab program income of \$15,239. The shift of \$15,901 is to the City's acquisition line and will close out PNHS's rehab fund for PY14 and boost the ability to purchase infill lots.
Aid for Friends	+\$2	A mid-year staff level amendment was made shifting \$2 away from Aid for Friend's bus ticket purchase program to funds for the men's area flooring project at the shelter.

The public comment period on these amendments begins May 17 and ends on June 16. An oral comment opportunity will be held by the Council at the 6/16/11 meeting, with final action on the proposed amendments at that same meeting.

If you have any questions, please contact me at 234-6186 or Cass Fannesbeck at 234-6188.

CITY OF POCATELLO 2010/2011 (Year 14) CDBG Action Plan - CDBG AC			Original Award Amount	Amendment Dec. 2010	Proposed Amendment June, 2011	Final Award Amount
ID#	Type	Project				
CITY	ED	Central Corridor Commercial Redevelopment: Service Delivery (for all ED activities, including parking lot enhancement \$7,500-2,500)	\$7,500	(5,000)	+/- \$250 Acq/Demo	\$2,500
<b>SUBTOTAL - ECONOMIC DEVELOPMENT</b>			<b>\$7,500</b>	<b>-\$5,000</b>	<b>\$0</b>	<b>\$2,500</b>
CITY	H	RENEWAL Emergency/HQS Rehab: Rehab Capital-\$82,846 \$87,620 \$106,301 (\$59,120 \$69,126 new, \$28,500- \$37,175 PI; Service Delivery \$73,857 \$63,851	\$161,477		+\$8,675 PI	\$170,152
CITY	H	RENEWAL Residential Redevelopment: Acquisition \$174,464 \$117,434 (\$107,500 PI from RRR, \$12,000 \$37,010 PI, \$63,964 \$84,992 \$80,424 new); Demolition \$25,000; Down & Closing \$42,884 \$48,720 \$26,000 \$41,901 (\$20,000-\$35,901 New \$6,000 PI); Service Delivery \$9,580 \$17,681	\$254,761	(107,500) RRR PI (28,720) D/C + 6,000 D/C PI +12,000 Acq. PI +20,431 Acq. Capital	+\$252 Acq +\$3,881 Acq +\$15,901 D/C +\$25,010 Acq PI	\$202,016
PNHS	H	Infill Redevelopment/Down & Closing: Down & Closing \$1,550 \$2,201 (PI); Service Delivery \$29,540; (\$300 -\$700- \$898 admin shown below)	\$31,090		+651 PI	\$31,741
PNHS	H	Housing Rehab- Owner Occupied: Rehab Capital \$16,000 \$36,889 \$29,419 (\$7,029 \$26,918 \$14,180 new, \$8,974 \$15,239 PI); Service Delivery \$18,052 \$24,052 \$21,771, LBP Training \$4,000 \$2,668	\$38,052	+ 6,000 Serv. Delivery +19,889 Capital	-\$450 Cap +\$6,268 PI -\$15,901 Cap	\$53,858
Gateway Habitat for Humanity	H	Infill Redevelopment: Construction Supervisor \$12,000; Executive Director \$10,000	\$22,000	(-22,000)		\$0
<b>SUBTOTAL - HOUSING</b>			<b>\$507,380</b>	<b>-\$93,900</b>	<b>\$44,287</b>	<b>\$457,767</b>
CITY	PF	RENEWAL Program Sidewalk Repair: Capital \$31,000 new, \$1595 PI, Service Delivery \$4,000 \$2,072	\$35,000	1,595 PI		\$36,595
Aid For Friends	PF	Emergency Shelter Improvements: Men's Area Flooring	\$4,950	9,000 +2,835 Roof Savings	+\$2 Cap	\$16,787
Aid For Friends	PF	Emergency Shelter Improvements: Roof Repair	\$13,950	(2,835) Roof Savings		\$11,115
<b>SUBTOTAL - PUBLIC FACILITIES</b>			<b>\$53,900</b>	<b>\$10,595</b>	<b>\$2</b>	<b>\$64,497</b>
Aid for Friends	PS	Emergency Shelter Client Services: PRT Bus Ticket Purchase \$600	\$600		-\$2 Cap	\$598
<b>SUBTOTAL - PUBLIC SERVICES</b>			<b>\$600</b>	<b>\$0</b>	<b>-\$2</b>	<b>\$598</b>
PNHS		PNHS Admin	\$300	\$400	+\$450 -\$252	\$898
City		General Admin. (includes partial funding for 2012/2017 Con Plan)	\$120,000		-\$3,881	\$116,119
<b>SUBTOTAL - PLANNING/ADMIN (HUD max 20%--Final is at 18.2%)</b>			<b>\$120,300</b>	<b>\$400</b>	<b>-\$3,683</b>	<b>\$117,017</b>
<b>GRAND TOTAL W/ ADMINISTRATION &amp; PLANNING</b>			<b>\$689,680</b>	<b>-\$87,905</b>	<b>\$40,604</b>	<b>\$642,379</b>
FUNDS AVAILABLE		2010-2011 New CDBG Funds	\$543,159			\$543,159
		Program Income City--Rehab	\$28,500		\$8,675	\$37,175
		Program Income--PNHS Down/Closing	\$1,550		\$651	\$2,201
		Program Income PNHS--Rehab	\$8,971		\$6,268	\$15,239
		Program Income City -- Rescue, Restore, Resell (Occurred at end of Yr. 13)	\$107,500	(107,500)		\$0
		Program Income City-- Residential Demolition	\$0			\$0
		Program Income City--Sidewalk	\$1,595			\$1,595
		Program Income City--Down/Closing	\$6,000			\$6,000
		Program Income City--Commercial Acq. (reassigning to Res. Acq.)			\$25,010	\$25,010
		Program Income City--Residential Acquisition/Infill	\$0	\$12,000		\$12,000
<b>TOTAL FUNDS AVAILABLE</b>			<b>\$689,680</b>	<b>-\$87,905</b>	<b>\$40,604</b>	<b>\$642,379</b>
<b>TOTAL AWARDS IN EXCESS OF FUNDING</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**CONDITIONS:**

- 1) NO unreported program income may be generated from any client or project receiving CDBG assistance.
- 2) If there is a decrease in anticipated funding, it is recommended that an across the board cut to all agencies and City projects occur with agency/City administrators to determine (pre-HUD submittal) how they desire the cuts to be made. If there is an increase in funding, it shall be allocated to non-service delivery items amounts in proportion to those cut from original grant requests with the exception of the Rescue, Restore, Resell program. Any remaining funds will be allocated to the Sidewalk Repair program capital funds.
- 3) If there is an increase attributed to unanticipated program income, funding will be awarded to its source program whether or not that program was originally included in this 2010-2011 Action Plan.
- 4) Any agency seeking additional, ongoing funding in the next program year's Action Plan who has not spent 50% of its existing allocation by 10/1/10 is not eligible to apply without first being granted a threshold exception by the CDBG Advisory Committee and City Council.
- 5a) The PNHS infill program will continue to be paid through the already approved, phased, pay-for-performance method, with phases paid at \$1,055 apiece (\$4,220 per home).
- 5b) With the understanding this will decrease Year 15 building sites by one, PNHS is given discretion for early use of one additional lot (creating a 7th CDBG-funded home) in Program Year 14. This choice would restore PNHS' entire service delivery (an additional \$4,220)--further reducing the City's Acquisition capital line.
- 6) ~~The Habitat infill program will continue to be paid through the already approved, phased, pay-for-performance method, with phases paid at \$1,500 apiece (\$6,000 per home).~~
- 7) Should it be necessary for PNHS to propose shifts in infill and/or rehab numbers due to the Neighborhood Stabilization Program, such request shall be reviewed by the CDBG-AC prior to being undertaken.
- 8) ~~Up to \$500 in funding not used for Aid for Friends capital projects shall be used to restore the entire Aid for Friends bus ticket request. If additional roof funding is not needed, line--Any funds that remain unutilized by the Aid for Friends flooring/asbestos containment project may be applied toward their Program Year 15 LBP project.~~
- 9) Warranties for the Aid for Friends roof and flooring project shall meet HUD standards.
- 10) Any funds not used by Gateway Habitat for Humanity shall be transferred to the City's acquisition program line.
- 11) City staff is given discretion to shift Administrative and Acquisition expenditures between this PY 14 Action Plan and PY 15's new Action Plan in order to not exceed HUD's 20% admin cap in either program year.

**DECEMBER 2010 AMENDMENT INCLUDES THE FOLLOWING RECEIPTED, BUT UNANTICIPATED, PROGRAM INCOME:**

Parmanand--\$12,000 (acq./infill); Gouchener--\$6,000 (down/closing);  
Baker--\$1,595 (sidewalk);

**JUNE 2011 AMENDMENT INCLUDES:** Unanticipated program income (sale of N. 3rd, Elias, Henri & Munguia payoffs);  
Program year end close outs.

CITY OF POCALETTO 2010/2011 (Year 14)			Original Award Amount	Amendment Dec. 2010	Proposed Amendment June, 2011	Final Award Amount
CDBG Action Plan - CDBG AC						
ID#	Type	Project				
		<i>Central Corridor Commercial Redevelopment:</i>				
CITY	ED	Service Delivery (for all ED activities, including parking lot enhancement \$7,500-2,500)	\$7,500	(5,000)	+/- \$250 Acq/Demo	\$2,500
<b>SUBTOTAL - ECONOMIC DEVELOPMENT</b>			<b>\$7,500</b>	<b>-\$5,000</b>	<b>\$0</b>	<b>\$2,500</b>
		<i>RENEWAL Emergency/HQS Rehab:</i>				
CITY	H	Rehab Capital \$62,846 \$87,620 \$106,301 (\$69,129 \$69,126 new, \$28,500-\$37,175 PI; Service Delivery \$73,857 \$63,851	\$161,477		+\$8,675 PI	\$170,152
		<i>RENEWAL Residential Redevelopment:</i>				
CITY	H	Acquisition \$171,464 \$117,434 (\$107,500 PI from RRR, \$12,000 \$37,010 PI, \$63,964 \$84,392 \$80,424 new); Demolition \$25,000; Down & Closing \$42,884 \$48,720 \$26,000 \$41,901 (\$20,000-\$35,901 New \$6,000 PI); Service Delivery \$9,580 \$17,681	\$254,761	(107,500) RRR PI (28,720) D/C + 6,000 D/C PI +12,000 Acq. PI +20,431 Acq. Capital	+\$252 Acq +\$3,881 Acq +\$15,901 D/C +\$25,010 Acq PI	\$202,016
		<i>Infill Redevelopment/Down &amp; Closing:</i>				
PNHS	H	Down & Closing \$1,560 \$2,201 (PI); Service Delivery \$29,540; (\$300 -\$898 admin shown below)	\$31,090		+651 PI	\$31,741
		<i>Housing Rehab- Owner Occupied:</i>				
PNHS	H	Rehab Capital \$16,000 \$35,889 \$29,419 (\$7,029 \$26,018 \$14,180 new, \$8,974 \$15,239 PI); Service Delivery \$18,052 \$24,052 \$21,771, LBP Training \$4,000 \$2,668	\$38,052	+ 6,000 Serv. Delivery +19,889 Capital	-\$450 Cap +\$6,268 PI -\$15,901 Cap	\$53,858
		<i>Infill Redevelopment:</i>				
Gateway Habitat for Humanity	H	Construction Supervisor \$12,000; Executive Director \$10,000	\$22,000	(-22,000)		\$0
<b>SUBTOTAL - HOUSING</b>			<b>\$507,380</b>	<b>-\$93,900</b>	<b>\$44,287</b>	<b>\$457,767</b>
		<i>RENEWAL Program Sidewalk Repair:</i>				
CITY	PF	Capital \$31,000 new, \$1595 PI, Service Delivery \$4,000 \$2,072	\$35,000	1,595 PI 9,000		\$36,595
		<i>Emergency Shelter Improvements:</i>				
Aid For Friends	PF	Men's Area Flooring	\$4,950	+2,835 Roof Savings	+\$2 Cap	\$16,787
		<i>Emergency Shelter Improvements:</i>				
Aid For Friends	PF	Roof Repair	\$13,950	(2,835) Roof Savings		\$11,115
<b>SUBTOTAL - PUBLIC FACILITIES</b>			<b>\$53,900</b>	<b>\$10,595</b>	<b>\$2</b>	<b>\$64,497</b>
		<i>Emergency Shelter Client Services:</i>				
Aid for Friends	PS	PRT Bus Ticket Purchase \$600	\$600		-\$2 Cap	\$598
<b>SUBTOTAL - PUBLIC SERVICES</b>			<b>\$600</b>	<b>\$0</b>	<b>-\$2</b>	<b>\$598</b>
		PNHS Admin	\$300	\$400	+\$450 -\$252	\$898
		City General Admin. (includes partial funding for 2012/2017 Con Plan)	\$120,000		-\$3,881	\$116,119
<b>SUBTOTAL - PLANNING/ADMIN (HUD max 20%--Final is at 18.2%)</b>			<b>\$120,300</b>	<b>\$400</b>	<b>-\$3,683</b>	<b>\$117,017</b>
<b>GRAND TOTAL W/ ADMINISTRATION &amp; PLANNING</b>			<b>\$689,680</b>	<b>-\$87,905</b>	<b>\$40,604</b>	<b>\$642,379</b>
<b>FUNDS AVAILABLE</b>			<b>2010-2011 New CDBG Funds</b>	<b>\$543,159</b>		<b>\$543,159</b>
		Program Income City--Rehab	\$28,500		\$8,675	\$37,175
		Program Income--PNHS Down/Closing	\$1,550		\$651	\$2,201
		Program Income PNHS--Rehab	\$8,971		\$6,268	\$15,239
		Program Income City -- Rescue, Restore, Resell (Occurred at end of Yr. 13)	\$107,500	(107,500)		\$0
		Program Income City-- Residential Demolition	\$0			\$0
		Program Income City--Sidewalk	\$1,595			\$1,595
		Program Income City--Down/Closing	\$6,000			\$6,000
		Program Income City--Commercial Acq. (reassigning to Res. Acq.)			\$25,010	\$25,010
		Program Income City--Residential Acquisition/Infill	\$0	\$12,000		\$12,000
<b>TOTAL FUNDS AVAILABLE</b>			<b>\$689,680</b>	<b>-\$87,905</b>	<b>\$40,604</b>	<b>\$642,379</b>
<b>TOTAL AWARDS IN EXCESS OF FUNDING</b>			<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>

**CONDITIONS:**

- 1) NO unreported program income may be generated from any client or project receiving CDBG assistance.
- 2) If there is a decrease in anticipated funding, it is recommended that an across the board cut to all agencies and City projects occur with agency/City administrators to determine (pre-HUD submittal) how they desire the cuts to be made. If there is an increase in funding, it shall be allocated to non-service delivery items amounts in proportion to those cut from original grant requests with the exception of the Rescue, Restore, Resell program. Any remaining funds will be allocated to the Sidewalk Repair program capital funds.
- 3) If there is an increase attributed to unanticipated program income, funding will be awarded to its source program whether or not that program was originally included in this 2010-2011 Action Plan.
- 4) Any agency seeking additional, ongoing funding in the next program year's Action Plan who has not spent 50% of its existing allocation by 10/1/10 is not eligible to apply without first being granted a threshold exception by the CDBG Advisory Committee and City Council.
- 5a) The PNHS infill program will continue to be paid through the already approved, phased, pay-for-performance method, with phases paid at \$1,055 apiece (\$4,220 per home).
- 5b) With the understanding this will decrease Year 15 building sites by one, PNHS is given discretion for early use of one additional lot (creating a 7th CDBG-funded home) in Program Year 14. This choice would restore PNHS' entire service delivery (an additional \$4,220)--further reducing the City's Acquisition capital line.
- 6) ~~The Habitat infill program will continue to be paid through the already approved, phased, pay-for-performance method, with phases paid at \$1,500 apiece (\$6,000 per home).~~
- 7) Should it be necessary for PNHS to propose shifts in infill and/or rehab numbers due to the Neighborhood Stabilization Program, such request shall be reviewed by the CDBG-AC prior to being undertaken.
- 8) ~~Up to \$500 in funding not used for Aid for Friends capital projects shall be used to restore the entire Aid for Friends bus ticket request. If additional roof funding is not needed, line. Any funds that remain unutilized by the Aid for Friends flooring/asbestos containment project may be applied toward their Program Year 15 LBP project.~~
- 9) Warranties for the Aid for Friends roof and flooring project shall meet HUD standards.
- 10) Any funds not used by Gateway Habitat for Humanity shall be transferred to the City's acquisition program line.
- 11) City staff is given discretion to shift Administrative and Acquisition expenditures between this PY 14 Action Plan and PY 15's new Action Plan in order to not exceed HUD's 20% admin cap in either program year.

**DECEMBER 2010 AMENDMENT INCLUDES THE FOLLOWING RECEIPTED, BUT UNANTICIPATED, PROGRAM INCOME:**

Parmanand--\$12,000 (acq./infill); Gouchener--\$6,000 (down/closing); Baker--\$1,595 (sidewalk);

**JUNE 2011 AMENDMENT INCLUDES:** Unanticipated program income (sale of N. 3rd, Elias, Henri & Munguia payoffs); Program year end close outs.