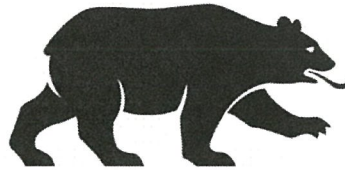


**SUBSTANTIAL AMENDMENTS  
TO THE FY 2016, FY 2017  
AND FY 2018 COMMUNITY  
DEVELOPMENT BLOCK GRANT  
(CDBG) PROGRAM YEARS**



**NEW BERN**

CITY OF NEW BERN

**300 Pollock Street, New Bern, North Carolina 28560**

Mayor: Hon. Dana E. Outlaw

City Manager: Mr. Mark A. Stephens

Director of Development: Mr. Jeffrey C. Ruggieri



Urban Design Ventures, LLC  
Community Development Consultants

## Table of Contents

### **PART I. ES: EXECUTIVE SUMMARY**

AP-05 Executive Summary – 24 CFR 91.200(c), 91.220(b) ..... 1

1. Introduction..... 1
2. Summary of the Objectives and Outcomes Identified in the Plan..... 1
3. Evaluation of Past Performance ..... 2
4. Summary of Citizen Participation Process and Consultation Process ..... 2
5. Summary of Public Comments ..... 2
6. Summary of Comments or Views Not Accepted and the Reasons For Not  
Accepting Them ..... 3
7. Summary ..... 3

### **PART II. PR: THE PROCESS**

PR-05 Lead & Responsible Agencies – 91.200(b)..... 4

1. Agency/Entity Responsible for Preparing/Administering the Plan ..... 4

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)..... 5

1. Introduction..... 5
2. Agenices, Groups, Organizations, and Others Who Participated In the Process  
and Consultations ..... 5

AP-12 Participation – 91.105, 91.200(c)..... 7

1. Summary of Citizen Participation Process/Efforts ..... 7

**PART III. ANNUAL ACTION PLAN**

AP-15 Expected Resources – 91.220(c)(1,2) ..... 11

AP-20 Annual Goals & Objectives – 91.420, 91.220(c)(3)&(e) ..... 13

AP-35 Projects – 91.220(d) ..... 15

AP-38 Project Summary ..... 16

AP-50 Geographic Distribution – 91.220(f) ..... 19

AP-55 Affordable Housing – 91.220(g) ..... 20

AP-60 Public Housing – 91.220(h) ..... 21

AP-65 Homeless and Other Special Needs Activities – 91.220(i) ..... 22

AP-75 Barriers to Affordable Housing – 91.420, 91.220(j) ..... 23

AP-85 Other Actions – 91.220(k)..... 24

AP-90 Program Specific Requirements – 91.220(l)(1,2,4) ..... 25

**PART IV. APPENDIX**

SF 424 Form

FY 2017 Annual Action Plan - Citizen Participation Substantial Amendment

FY 2017 Annual Action Plan - Substantial Amendment - Resolution



*The City of New Bern proposes to amend its FY 2017 Annual Action Plan by making the following amendments: New Construction: Delete the budget line item in the amount of \$16,000. Housing Rehabilitation – Minor: Reduce the budget line item in the amount of \$114,756.01 for a revised budget amount of \$13,243.99. Public Assistance – At Risk of Homelessness: Reduce the budget line item in the amount of \$2,475.24 for a revised budget amount of \$22,678.76. Capacity Building: Delete the budget line item in the amount of \$10,000. Duffyfield Stormwater Management Project: Create a new budget line item in the amount of \$143,231.25*

## Executive Summary

### AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

#### 1. Introduction

The City of New Bern became an CDBG Entitlement City in 2014. This FY 2017 Annual Action Plan implements the fourth year of the five year 2014-2019 Consolidated Plan. This Annual Action Plan establishes the priority for projects and funding for the upcoming year based on the goals of the Strategic Plan section of the Consolidated Plan.

#### 2. Summarize the objectives and outcomes identified in the Plan

***This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.***

The goals and objectives for the Five Year Consolidated Plan for FY 2014-2019 include:

- a. Housing Rehabilitation
- b. Product of New Affordable Housing Units
- c. Provide Support Services for the Homeless
- d. Economic Development
- e. Neighborhood Stabilization in the Gateway District

- f. Public Improvements and Infrastructure
- g. Development of Permanent Supportive Housing

### 3. Evaluation of past performance

***This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.***

Within the first four years of being a first-time grantee, the City of New Bern has been able to provide funding for new construction of affordable housing units resulting in 3 new homes in the Gateway District. Sixteen homeowners throughout the City of New Bern received minor repairs through the Housing Minor Repair Program. The City of New Bern updated its sidewalk infrastructure to increase pedestrian safety and neighborhood walkability within the Gateway District.

### 4. Summary of Citizen Participation Process and consultation process

***Summary from citizen participation section of plan.***

#### **Substantial Amendment:**

The City of New Bern placed the Substantial Amendment on public display from Friday, December 20, 2019 through Wednesday, January 22, 2020. The City held a Public Hearing on the Substantial Amendment on Tuesday, January 14, 2020 at 6:00 PM in the courtroom of the second floor of City Hall. The purpose of the Public Hearing was to present the Substantial Amendment to the residents for the FY 2017 CDBG Program Year.

### 5. Summary of public comments

***This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.***

Comments are attached

#### **Substantial Amendment:**

At the Public Hearing, the City did not receive any comments on the Substantial Amendment.

## 6. Summary of comments or views not accepted and the reasons for not accepting them

All citizen comments were accepted.

### Substantial Amendment:

All comments and suggestions that were received to date have been accepted and incorporated into the planning document.

## 7. Summary

The City's FY 2017 CDBG Annual Action Plan has been prepared with the goal of ensuring a viable community by providing decent, affordable housing, a suitable living environment, updating the infrastructure that addresses the needs of LMI residents of the City. An approved Citizen Participation Plan was used to gather public comments through a public meeting. Information gathered from the public was used to identify needs, goals and the activities for the coming year.

### Substantial Amendment:

City Council approved the Substantial Amendment on Tuesday, January 28, 2020 and the FY 2017 Action Plan was submitted to HUD after the local approval.

1. **Public Assistance – At Risk of Homelessness:** Reduce the budget line item in the amount of \$2,475.24 for a revised budget amount of \$22,678.76
2. **New Construction:** Delete the budget line item in the amount of \$16,000
3. **Housing Rehabilitation – Minor:** Reduce the budget line item in the amount of \$114,756.01 for a revised budget amount of \$13,243.99
4. **Duffyfield Stormwater Management Project:** Create a new budget line item in the amount of \$143,231.25

Copies of the Substantial Amendment were on public display for viewing by the public for a period of 30 days beginning on Friday, December 20, 2019 and ending on Wednesday, January 22, 2020 at the following locations:

- City Clerks' Office, City Hall, 300 Pollock Street, New Bern, NC 28560
- Office of the Department of Development Services, 303 First Street, New Bern, NC 28560
- New Bern-Craven County Public Library, 400 Johnson Street, New Bern, NC 28560

In addition, the City put the Substantial Amendment on its website (<http://www.newbern-nc.org/>).

**PR-05 Lead & Responsible Agencies – 91.200(b)**

1. Agency/entity responsible for preparing/administering the Consolidated Plan

*Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.*

Agency Role	Name	Department/Agency
CDBG Administrator	New Bern	Development Services Department

Table 1 – Responsible Agencies

**Narrative (optional)**

**Consolidated Plan Public Contact Information**

Amanda Ohlensehlen

Economic and Community Development Manager

City of New Bern

P.O. Box 1129

New Bern, NC 28563-1129

Phone: (252)639-7580

Fax: (252)636-2146

Email: [ohlensehlerna@newbernnc.gov](mailto:ohlensehlerna@newbernnc.gov)

## **AP-10 Consultation – 91.100, 91.200(b), 91.215(I)**

### **1. Introduction**

The City of New Bern's Citizen Participation Plan identifies when public hearings and other consultations are to take place. This FY 2017 Annual Action Plan Substantial Amendment was developed using the Citizen Participation Plan

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I))**

The City of New Bern is a member of the Housing Alliance of Coastal Carolina which is composed of housing providers, health, mental health, and service agencies. The City and New Bern Housing Authority (NBHA) are working with community members, community agencies and local government departments to implement initiatives included within the Choice Neighborhood Transformation Plan.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

Craven County is included in the North Carolina Balance of State Continuum of Care (CoC). The Housing Alliance of Coastal Carolina is working to coordinate housing and service providers and to develop a 10-year plan to end homelessness.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

Agencies serving the homeless in New Bern receive funding directly from the NC Balance of State Continuum of Care.

### **2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities**



**Table 2 – Agencies, groups, organizations who participated**

1	Agency/Group/Organization	Neuse-Trent Housing Alliance
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The agencies affiliated with the Housing Alliance of Coastal Carolina were informed of the listening session and the public hearing. Applications for Public Service funding were solicited from the agencies. Three of the affiliated agencies submitted an application for funding. The City of New Bern will continue to work closely with the alliance and its affiliated agencies.

**Identify any Agency Types not consulted and provide rationale for not consulting**

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Housing Alliance of Coastal Carolina	Goals addressed the needs of the homeless

**Table 3 – Other local / regional / federal planning efforts**

**Narrative (optional)**

Not Applicable.

**AP-12 Participation – 91.105, 91.200(c)****1. Summary of citizen participation process/Efforts made to broaden citizen participation  
Summarize citizen participation process and how it impacted goal-setting**

The City of New Bern conducted a public hearing on Tuesday, January 14, 2020, for citizen participation. A newspaper ad was placed in the local New Bern Sun Journal announcing the comment period and public hearing. The substantial amendment was also available on the City's website <http://www.newbernc.gov>

**Substantial Amendment:**

Copies of the Substantial Amendment were on public display for viewing by the public for a period of 30 days beginning Friday, December 20, 2019 through Wednesday, January 22, 2020 at the following locations:

- City Clerks' Office, City Hall, 300 Pollock Street, New Bern, NC 28560
- Office of the Department of Development Services, 303 First Street, New Bern, NC 28560
- New Bern-Craven County Public Library, 400 Johnson Street, New Bern, NC 28560

In addition, the City put the Substantial Amendment on its website (<http://www.newbernc.gov>)

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (if applicable)
1	Public Meeting	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Residents attended the meeting	See the attached summary of comments	All comments were acceptable	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing Substantial Amendment	Minorities  Non-English Speaking - Specify other language: Spanish  Persons with disabilities  Non-targeted/broad community  Residents of Public and Assisted Housing	None	No comments received	None	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Internet Outreach	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	No responses were received	No comments received	None	
4	Community Development Advisory Committee	N/A	N/A	N/A	N/A	

Table 4 – Citizen Participation Outreach

## Expected Resources

### AP-15 Expected Resources – 91.220(c)(1,2)

#### Introduction

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1			Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$		
CDBG	public - federal	Admin and Planning, Housing, Public Improvements, Public Services	223,934	0	0	223,934	During the FY 2017 CDBG Program Year, the City will fund 4 projects/activities.

Table 5 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

Since the City does not receive HOME or ESG funds, no match is required. The City anticipates that, as funded improvements are made, private investment will follow.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

The City has acquired numerous small lots, particularly in the Duffyfield Neighborhood, through tax foreclosures. The City proposes to utilize these lots and will acquire additional parcels for the Duffyfield Stormwater Management Project. Collaborating with non-profit housing developers, publically owned property is then transferred to the non-profit developer at little or no cost to construct additional affordable single-family housing units. Other publicly owned land lots are available to the public for sale.

**Discussion**

Not Applicable.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing Rehabilitation	2016	2019	Affordable Housing	City of New Bern	Housing Rehabilitation	CDBG: \$13,243.99	Homeowner Housing Rehabilitated: 1 Owner-occupied Housing Unit
2	Provide Homeless and At Risk Supportive Services	2016	2019	Homeless	City of New Bern	Neighborhood Stabilization Support for Agencies Serving the Homeless Transformation of the Gateway District	CDBG: \$22,678.76	Public service activities for Low/Moderate Income Housing Benefit: 10 Households Assisted
3	Infrastructure Improvements- Flood Plain Management	2019	2020	Non-Housing Community Development	Duffyfield	Stormwater Management	CDBG: \$143,231.25	Eliminate Flooding – design and construction of a new retention pond
4	General Administration	2016	2020	Administration	City of New Bern	Delivery of Administration	CDBG: \$44,780	Administration

**Table 6 – Goals Summary**



**Goal Descriptions**

<b>1</b>	<b>Goal Name</b>	<b>Housing Rehabilitation</b>
	<b>Goal Description</b>	1 Owner/Occupied homes rehabilitated
<b>2</b>	<b>Goal Name</b>	<b>Provide Homeless and At Risk Supportive Services</b>
	<b>Goal Description</b>	10 Persons
<b>3</b>	<b>Goal Name</b>	<b>Infrastructure Improvements</b>
	<b>Goal Description</b>	Engineering design and construction of a new retention pond.

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

The following projects were developed by staff with consultation from non-profit service providers and community input through priorities established with involvement of the community survey.

#### Projects

#	Project Name
1	Housing Rehabilitation
2	Homelessness Services
3	Infrastructure Improvements

**Table 7 - Project Information**

#### **Describe the reasons for allocation priorities and any obstacles to addressing underserved needs**

The City of New Bern was hit by hurricanes and flooding. There is a need to provide funds to rehabilitate homes, provide services for those who were displaced, the homeless and infrastructure improvements as part of the flood mitigation measures.

**AP-38 Project Summary**

**Project Summary Information**

<b>1</b>	<b>Project Name</b>	<b>General Administration</b>
	<b>Target Area</b>	City of New Bern
	<b>Goals Supported</b>	
	<b>Needs Addressed</b>	
	<b>Funding</b>	CDBG: \$44,780
	<b>Description</b>	
	<b>Target Date</b>	12/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	1 Other
	<b>Location Description</b>	Office: 303 First Street, New Bern, NC 28560 Service: Citywide
	<b>Planned Activities</b>	General administration, staffing and equipment; and develop, administer, revise, implement and evaluate the day-to-day operation of entitlement programs. Activities include program design; develop Annual Plans and grant administration; Sub recipient compliance monitoring, program outreach, public relations and training; environmental review and labor standards
<b>2</b>	<b>Project Name</b>	<b>Housing Rehabilitation</b>
	<b>Target Area</b>	Citywide
	<b>Goals Supported</b>	Assistance to L/M income homeowners

	<b>Needs Addressed</b>	Affordable Housing – Rehabilitation
	<b>Funding</b>	CDBG: \$13,243.99
	<b>Description</b>	Minor rehab work on owner/occupied happening throughout the City
	<b>Target Date</b>	1/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	One (1) family will benefit from this activity.
	<b>Location Description</b>	Citywide
	<b>Planned Activities</b>	The City proposes to fund the rehabilitation of one (1) single family, owner-occupied homes scattered throughout the City.
3	<b>Project Name</b>	<b>Public Services Set-Aside</b>
	<b>Target Area</b>	Gateway District, City of New Bern
	<b>Goals Supported</b>	Provide supportive services to the homeless and at-risk of becoming homeless.
	<b>Needs Addressed</b>	Support for agencies servicing the homeless, and revitalization of the Gateway District.
	<b>Funding</b>	CDBG: \$22,678.76
	<b>Description</b>	Support for agencies serving the homeless and those persons who are at risk of becoming homeless.
	<b>Target Date</b>	1/31/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	15 to 20 families and individual households
	<b>Location Description</b>	The Gateway District and throughout the City of New Bern.
	<b>Planned Activities</b>	Provide funds for agencies to increase opportunities for affordable housing, leadership, homeownership training, capacity to build and education.

4	<b>Project Name</b>	<b>Duffyfield Stormwater Management</b>
	<b>Target Area</b>	Duffyfield Neighborhood, City of New Bern
	<b>Goals Supported</b>	Provide stormwater management
	<b>Needs Addressed</b>	Eliminate flooding.
	<b>Funding</b>	CDBG: \$143,231.25
	<b>Description</b>	Stormwater management
	<b>Target Date</b>	3/30/2020
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Acquisition of 3 properties
	<b>Location Description</b>	Duffyfield Neighborhood
	<b>Planned Activities</b>	Provide funds for acquisition and development of new retention ponds.

**AP-50 Geographic Distribution – 91.220(f)**

**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

The Gateway District is an area located just west of downtown New Bern. It has historically been a low wealth, minority community. The Duffyfield neighborhood is an area located adjacent the Gateway District that is also a low-income minority community. The area is subject to flooding.

**Geographic Distribution**

Target Area	Percentage of Funds
Gateway District	7.4%
Duffyfield Neighborhood	79.9%
City of New Bern	12.7%

**Table 8 - Geographic Distribution**

**Rationale for the priorities for allocating investments geographically**

The City has established its priorities to low-income areas with the highest concentration of minority persons.

**Discussion**

Not Applicable.

## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

The one year goals for affordable housing in the City of New Bern for FY 2017 are as follows:

One Year Goals for the Number of Households to be Supported	
Homeless	10
Non-Homeless	2
Special-Needs	0
<b>Total</b>	<b>12</b>

**Table 9 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	0
Rehab of Existing Units	1
Acquisition of Existing Units	0
<b>Total</b>	<b>1</b>

**Table 10 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

The City of New Bern will fund the following projects with FY 2017 CDBG funds:

- **Housing Rehabilitation** – Housing rehabilitation loans to 1 low-income owner occupied house

**AP-60 Public Housing – 91.220(h)****Introduction****Actions planned during the next year to address the needs to public housing**

The City of New Bern and New Bern Housing Authority (NBHA) will continue to coordinate development of a transformation initiatives for the NBHA properties and the surrounding community through a Choice Neighborhoods Transformation Plan.

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

NBHA has two a very active Resident Councils. The City will ensure that residents are notified of homeownership counseling and opportunities. One of the housing developments participated in the RAD program and is now owned by a private entity and is equipped with a residents council and two resident service coordinators which is a result of the Choice Neighborhoods Initiative.

**If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

NBHA is not designated as troubled.

**Discussion**

Not Applicable.



## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

**Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs**

The City of New Bern will continue its participation with the Neuse-Trent Housing Alliance and support its member organizations.

### **Addressing the emergency shelter and transitional housing needs of homeless persons**

The City of New Bern will provide Public Services funding to agencies to assist homeless individuals and families in transitioning to permanent housing and to assist low and moderate income families at risk of homelessness. The City of New Bern has previously funded the local homeless shelter through Public Service funding to provide assistance to homeless families or those at risk of homelessness.

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

The City of New Bern will provide Public Service funds to agencies to assist homeless individuals and families in transitioning to permanent housing and to assist low and moderate income families at risk of homelessness. The City of New Bern has previously funded the local homeless shelter through Public Service funding to provide assistance to homeless families or those at risk of homelessness.

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

The City of New Bern staff will refer individuals and families with contacting the proper agencies to obtain assistance.

### **Discussion**

Not Applicable.

**AP-75 Barriers to affordable housing – 91.220(j)****Introduction:**

**Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment**

The City has assisted affordable housing developers in the past, to the extent possible within the existing budgetary constraints by waiving fees and charges and providing developable city-owned lots at little or no cost, thereby reducing or eliminating land costs. The City through its flood mitigation measures will improve affordable houses from the flood zone as the owner/occupied do not have to pay the high costs of flood insurance.

**Discussion:**

Not Applicable.

**AP-85 Other Actions – 91.220(k)****Introduction:****Actions planned to address obstacles to meeting underserved needs**

The City of New Bern will support the efforts of local organizational to meet underserved needs through participation in programs sponsored by social services organizations for mentoring and advocacy.

**Actions planned to foster and maintain affordable housing**

The City of New Bern will continue to encourage developers to provide affordable housing. Affordable existing housing will be maintained through the City's minor housing rehabilitation program and code enforcement.

**Actions planned to reduce lead-based paint hazards**

Lead-based paint hazards will be addressed when revealed during rehabilitation efforts.

**Actions planned to reduce the number of poverty-level families**

The City will encourage and support efforts for poverty-level families to gain employment skills. The City will continue to actively pursue economic development within the city, with special attention to the Gateway District and Duffyfield Neighborhood

**Actions planned to develop institutional structure**

The City will actively seek partners to carry out activities for which other organizations are better equipped than the city departments.

**Actions planned to enhance coordination between public and private housing and social service agencies**

The City will continue to participate in the Neuse-Trent Housing Alliance and support its member organizations. Partnerships are being developed with the local Habitat for Humanity to develop new homeownership opportunities in the Gateway District and Duffyfield Neighborhood which will assist in transforming the community.

**Discussion:**

Not Applicable.

## Program Specific Requirements

### AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

**Introduction:**

The City plans to pursue the following activities: housing rehabilitation, public services flood mitigation measures and technical assistance to non-agencies assisting low-moderate income families. The City will not conduct any activities that generate program income.

#### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from Section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

#### Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

# **SF424 FORM**

**Application for Federal Assistance SF-424**

<b>* 1. Type of Submission:</b> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	<b>* 2. Type of Application:</b> <input type="checkbox"/> New <input type="checkbox"/> Continuation <input checked="" type="checkbox"/> Revision	<b>* If Revision, select appropriate letter(s):</b> <input type="text" value=""/> <b>* Other (Specify):</b> <input type="text" value=""/>
---	---	--

<b>* 3. Date Received:</b> <input type="text" value="01/29/2020"/>	<b>4. Applicant Identifier:</b> <input type="text" value=""/>
---	--

<b>5a. Federal Entity Identifier:</b> <input type="text" value=""/>	<b>5b. Federal Award Identifier:</b> <input type="text" value="B-16-MC-37-0025"/>
--	--

**State Use Only:**

<b>6. Date Received by State:</b> <input type="text" value=""/>	<b>7. State Application Identifier:</b> <input type="text" value=""/>
---	---

**8. APPLICANT INFORMATION:**

**\* a. Legal Name:**

<b>* b. Employer/Taxpayer Identification Number (EIN/TIN):</b> <input type="text" value="56-6000235"/>	<b>* c. Organizational DUNS:</b> <input type="text" value="0755472080000"/>
---	--

**d. Address:**

<b>* Street1:</b>	<input type="text" value="P.O. Box 1129"/>
<b>Street2:</b>	<input type="text" value="300 Pollock Street"/>
<b>* City:</b>	<input type="text" value="New Bern"/>
<b>County/Parish:</b>	<input type="text" value="Craven County"/>
<b>* State:</b>	<input type="text" value="NC: North Carolina"/>
<b>Province:</b>	<input type="text" value=""/>
<b>* Country:</b>	<input type="text" value="USA: UNITED STATES"/>
<b>* Zip / Postal Code:</b>	<input type="text" value="28563-1129"/>

**e. Organizational Unit:**

<b>Department Name:</b> <input type="text" value=""/>	<b>Division Name:</b> <input type="text" value=""/>
--	--

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

<b>Prefix:</b> <input type="text" value="Ms."/>	<b>* First Name:</b> <input type="text" value="Amanda"/>
<b>Middle Name:</b> <input type="text" value=""/>	
<b>* Last Name:</b> <input type="text" value="Ohlensehlen"/>	
<b>Suffix:</b> <input type="text" value=""/>	

**Title:**

**Organizational Affiliation:**

<b>* Telephone Number:</b> <input type="text" value="(252) 639-7580"/>	<b>Fax Number:</b> <input type="text" value="(252) 636-2146"/>
--	--

**\* Email:**

**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:**

Department of Housing and Urban Development

**11. Catalog of Federal Domestic Assistance Number:**

14.218

CFDA Title:

Community Development Block Grant (CDBG)

**\* 12. Funding Opportunity Number:**

\* Title:

**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:**

City of New Bern CDBG Projects 2017

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="223,934.00"/>
* 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="223,934.00"/>

**\* 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:



**FY 2017 SUBSTANTIAL  
AMENDMENT CITIZEN  
PARTICIPATION**

**NOTICE OF PUBLIC HEARING  
CITY OF NEW BERN, NORTH CAROLINA  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM  
SUBSTANTIAL AMENDMENT TO FY 2016, 2017 & 2018 PROGRAM YEARS**

Notice is hereby given that the City of New Bern, Craven County, NC will hold a public hearing on Tuesday, January 14, 2020 at 6:00 PM, prevailing time, in the courtroom on the second floor of City Hall, 300 Pollock Street, New Bern, NC 28560. The City Hall and the courtroom are not accessible to persons with physical disabilities. If special arrangements need to be made for residents in order for them to participate in the public hearing, please call Mr. Jeffrey Ruggieri, Director, Department of Development Services, at (252) 639-7587 to make arrangements. Persons with hearing and/or speech impediments may contact the City through 711.

The purpose of this public hearing is to present substantial amendments to the City of New Bern's FY 2016, 2017 and 2018 Annual Action Plans for the use of Community Development Block Grant funds.

The City of New Bern adopted its FY 2016, 2017 and 2018 Annual Action Plans and Budgets for the use of CDBG funds previously. In accordance with CDBG program regulations, the City is allowed to make substantial amendments to its Annual Action Plans and Budgets in accordance with the City's Citizen Participation Plan.

The City has determined that it is necessary to amend the approved CDBG program year budgets for the previously approved Annual Action Plans. The funds will be reprogrammed from approved projects/activities, new projects/activities will be added, and some old projects will be deleted.

These are considered substantial amendments in accordance with the City's Citizen Participation Plan as the following applies: the deletion of previously approved projects/activities and the addition of new activities.

The substantial amendments to the CDBG Annual Action Plans are proposed as follows:

**FY 2016 Program Year**

1. **Public Assistance – At Risk of Homelessness:** Reduce the budget line item in the amount of \$600.00 for a revised budget amount of \$37,000.00
2. **Recreation Facilities:** Delete the budget line item in the amount of \$10,000.00
3. **Duffyfield Stormwater Management Project:** Create a new budget line item in the amount of \$10,600.00

**FY 2017 Program Year**

1. **New Construction:** Delete the budget line item in the amount of \$16,000.00

2. **Housing Rehabilitation – Minor:** Reduce the budget line item in the amount of \$114,756.01 for a revised budget amount of \$13,243.99
3. **Public Assistance – At Risk of Homelessness:** Reduce the budget line item in the amount of \$2,475.24 for a revised budget amount of \$22,678.76
4. **Capacity Building:** Delete the budget line item in the amount of \$10,000.00
5. **Duffyfield Stormwater Management Project:** Create a new budget line item in the amount of \$143,231.25

**FY 2018 CDBG Program Year**

1. **Demolition:** Delete the budget line item in the amount of \$32,000.00
2. **Housing Rehabilitation – Minor:** Delete the budget line item in the amount of \$100,000.00
3. **Public Assistance – At Risk of Homelessness:** Delete the budget line item in the amount of \$30,271.00
4. **Affordable Housing:** Delete the budget line item in the amount of \$32,000.00
5. **Duffyfield Stormwater Management Project:** Create a new budget line item in the amount of \$194,271.00

Copies of the Substantial Amendment will be on public display for a period of 30 days from Monday, December 20, 2019 to Wednesday, January 22, 2020. Copies are available at the following locations and may be viewed between normal business hours of 8:00 AM to 5:00 PM:

City Clerks' Office  
City Hall, 300 Pollock Street, New Bern, NC 28560

Office of the Department of Development Services  
303 First Street, New Bern, NC 28560

New Bern-Craven County Public Library  
400 Johnson Street, New Bern, NC 28560

All interested residents are encouraged to attend this public hearing and they will be given the opportunity to present oral or written testimony concerning the Substantial Amendments for the FY 2016, 2017 and 2018 CDBG Programs. All comments received during the period of display will be presented to the City Council at its Regular Meeting

on Tuesday, January 28, 2020 at 6:00 PM. Written comments may be addressed to Mr. Jeffrey Ruggieri, Director, Department of Development Services, 303 First Street, New Bern, NC 28560.

Dana E. Outlaw, Mayor  
City of New Bern, NC

# **COPY OF PUBLIC HEARING AD**

# **SIGN-IN SHEETS**

# SUMMARY OF COMMENTS

**SUBSTANTIAL  
AMENDMENT –  
RESOLUTION**



## RESOLUTION

BE IT RESOLVED BY THE BOARD OF ALDERMAN OF THE CITY OF NEW BERN:

WHEREAS, the City of New Bern, Craven County, NC is a recipient of Federal grant funds under the Housing and Community Development Act of 1974, as amended; and

WHEREAS, there is a need to mitigate flooding in the Duffyfield Neighborhood of the City of New Bern as a result of Hurricane Florence; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) has previously approved the City of New Bern's FY 2017 Community Development Block Grant (CDBG) Program; and

WHEREAS, HUD permits grant recipients to revise and amend their previously approved budgets and annual action plans to address current needs; and

WHEREAS, the City of New Bern's Department of Development Services has determined that the proposed changes to the FY 2017 CDBG Program constitute a substantial amendment, and the City has complied with its Citizen Participation Plan.

NOW THEREFORE, BE IT RESOLVED that the document entitled "City of New Bern FY 2017 Substantial Amendment," a copy of which is attached hereto and incorporated herein by reference, be and the same is hereby adopted and approved, as the "City of New Bern FY 2017 Substantial Amendment" and the Mayor is hereby authorized to sign any related documents on behalf of the City and is authorized to submit this document to the U.S. Department of HUD.

ADOPTED this 28<sup>th</sup> day of January 2020.

---

DANA E. OUTLAW, MAYOR

---

BRENDA E. BLANCO, CITY CLERK