

RESOLUTION NO. 24-29

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PINELLAS PARK, PINELLAS COUNTY, FLORIDA APPROVING THE 2023 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER) WITH THE ADDITION OF PUBLIC COMMENTS; AUTHORIZING STAFF TO SUBMIT THE REPORT TO THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT; PROVIDING FOR AN EFFECTIVE DATE.

WHEREAS, the City of Pinellas Park (City) is an entitlement community for the Community Development Block Grant (CDBG) Program; and

WHEREAS, pursuant to regulation of the United States Department of Housing and Urban Development (HUD), the City is required to submit a Consolidated Annual Performance and Evaluation Report (CAPER) 90 days after the completion of the most recent program year; and

WHEREAS, the City's Community Development Department has prepared the 2023 CAPER outlining the success of the City in achieving the goals outlined in the 2023-2027 Five-Year Consolidated Plan and Program Year 2024 Annual Action Plan; and

WHEREAS, the City of Pinellas Park published the Notice of the CAPER on October 23, 2024 to start the local fifteen (15) day comment period. Public comments received during the public hearing or during the public comment period will be included in the final CAPER report.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF PINELLAS PARK, PINELLAS COUNTY, FLORIDA, AS FOLLOWS:

SECTION ONE: That the 2023 CAPER, attached hereto and incorporated herein as Exhibit A, is hereby approved.

SECTION TWO: The City Council of the City of Pinellas Park, Florida authorizes staff to submit the CAPER to HUD, including all public comments received.

SECTION THREE: That this Resolution shall be in full force and effect immediately after its adoption and approval in the manner provided by law.

PUBLISHED THE _____ DAY OF _____, 2024.

PUBLIC HEARING FIRST AND FINAL THIS _____ DAY OF _____, 2024.

ADOPTED THIS _____ DAY OF _____, 2024.

AYES:

NAYS:

ABSENT:

ABSTAIN:

APPROVED THIS _____ DAY OF _____, 2024.

Sandra L. Bradbury
MAYOR

ATTEST:

Jennifer R. Carfagno, MMC
CITY CLERK

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

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

The City of Pinellas Park is an entitlement jurisdiction, receiving an annual allocation of Community Development Block Grant (CDBG) program funds through the United States Department of Housing and Urban Development (HUD). This Consolidated Annual Performance and Evaluation Report (CAPER) for the 2023 Program Year is presented for review by our citizens, City Council, and HUD. This CAPER identifies the City's progress in implementing projects and activities pursuant to the 2023 Annual Action Plan for the CDBG funds that are received by HUD to principally benefit low- and moderate-income persons residing within the City of Pinellas Park.

Pinellas Park successfully completed the first year of the City's 2023-2027 Five-Year Consolidated Plan period for the CDBG program, including CDBG-CV. This Consolidated Annual Performance and Evaluation Report (CAPER) covers the period from October 1, 2023, to September 30, 2024. The City of Pinellas Park received an allocation of \$399,111.00 in funds that were intended to be used for the following in order to further the goals of the 2023 Annual Action Plan:

Goal 1: Pinellas Park Infrastructure – Harmony Heights Safety & Mobility project which includes the installation of sidewalks and ADA ramp construction activity for Phase 1a.

Goal 2: Planning and Administration

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Affordable Housing	Affordable Housing		Homeowner Housing Added	Household Housing Unit	2	0	0.00%			
Homelessness	Homeless		Homeless Person Overnight Shelter	Persons Assisted	20	0	0.00%			
Homeowners Assistance	Affordable Housing		Direct Financial Assistance to Homebuyers	Households Assisted	2	0	0.00%			
Planning and Administration	Planning and Administrative		Other	Other	1	0	0.00%	1	0	0.00%
Public Infrastructure/Facilities	Public Facilities	CDBG: \$334111	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1500	1115	74.33%	1500	1115	74.33%
Public Services	Homeless Non-Homeless Special Needs		Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	25	0	0.00%			
Public Services	Homeless Non-Homeless Special Needs		Homeless Person Overnight Shelter	Persons Assisted	5	0	0.00%			

Public Services	Homeless Non-Homeless Special Needs		Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	5	0	0.00%			
Public Services	Homeless Non-Homeless Special Needs		Homelessness Prevention	Persons Assisted	5	0	0.00%			

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

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

This activity utilizes CDBG funding to address insufficient infrastructure in a predominately low-and-moderate income area. The Pinellas Park Safety & Mobility Improvements Project includes the installation of sidewalks along two avenues that are lacking safe pedestrian paths and ADA ramps to ensure pedestrians and persons with limited mobility can move safely throughout their neighborhood.

As we close out the first year of the 2023-2027 Consolidated Plan, we are pleased to report that the Harmony Heights Safety & Mobility project is well underway and is expected to be completed in three phases over approximately seven years. This high priority activity, is located near an elementary school and several residential farm properties that rely on safe passages to maneuver around the community.

CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG
White	2,645
Black or African American	40
Asian	529
American Indian or American Native	0
Native Hawaiian or Other Pacific Islander	0
Total	3,214
Hispanic	651
Not Hispanic	0

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

Narrative

The above table reflects the ethnic groups that were served through the priority activities throughout the 2023-2027 Consolidated Plan. The Harmony Heights activity broke ground toward the end of the 2023 Program Year and persons served by this activity are not reflected in the table.

The Harmony Heights Safety & Mobility project completed Phase 1a in 2024, and those numbers will be reported in the City's 2023 CAPER.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	399,111	614,658

Table 3 - Resources Made Available

Narrative

During the sixth year as a Community Development Block Grant (CDBG) Entitlement jurisdiction, the City of Pinellas Park identified two goals: Public Facilities/Infrastructure improvements and Planning and Administration.

A safety and mobility project which included sidewalks, curbs and ADA ramps was implemented in 2022 and started in September of 2023 in the City's Harmony Heights low-income neighborhood. This project will use multi-year funding of CDBG dollars. The City did not anticipate or receive program income during the year.

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Harmony Heights Safety and Mobility Project	80		

Table 4 – Identify the geographic distribution and location of investments

Narrative

The City of Pinellas Park's CDBG program allocates regular program funds to specific geographic areas. A substantial amendment was submitted during the 2022 Program Year adding the Harmony Heights Safety & Mobility project due to that community being a low- to moderate-income area. The City seeks to fund projects that will have the greatest impact and best contribute to meeting the objectives outlined in the City's 5-Year Consolidated Plan.

Leveraging

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

The Harmony Heights project will utilize all of CDBG grant funds over the Five-Year Consolidated Plan. CDBG funds are the sole source for the Harmony Heights Safety & Mobility project. No additional resources will be leveraged to complete the activity.

CR-20 - Affordable Housing 91.520(b)

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	0	0
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	0	0

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	0	0
Number of households supported through Acquisition of Existing Units	0	0
Total	0	0

Table 6 – Number of Households Supported

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

As stated in the City of Pinellas Park's 2023 Annual Action Plan, the City did not propose to carry out any housing activities during the 2023 CDBG Program Year. The City does work in conjunction with the Pinellas County Housing Authority as well as other local housing authorities to assist in providing affordable housing. However, as the economy becomes less stable for those to afford decent and suitable housing.

Discuss how these outcomes will impact future annual action plans.

An overall lack of affordable housing units and specifically a lack of landlords willing to provide units to renters with histories of credit issues and evictions remains an issue. Sufficient funding for affordable housing programs continues to be a barrier. The CDBG allocation for this program was insufficient for the City to address affordable housing. City staff participates in the following housing organizations: Tampa Bay Fair Housing Consortium, Pinellas County Housing Finance Trust Authority, Homeless Leadership Alliance (both the Funding and Providers Committees), Florida Fair Housing Consortium and the National Community Development Association. Staff continues to participate in housing counseling trainings. We seek out public service providers who provide housing counseling for low-income persons and families.

It is expected that future Annual Action Plans will reflect diverse funding sources. leveraging additional funding sources by offering an incentive program for private developers, and housing rehabilitation programs taking place in strategically targeted areas throughout the city limits.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	0	0
Low-income	0	0
Moderate-income	0	0
Total	0	0

Table 7 – Number of Households Served

Narrative Information

The City of Pinellas Park has reached out to both the Pinellas County Housing Authority as well as the Clearwater, Florida Housing Authority to assess their needs and obstacles at this time. The City of Pinellas Park does not operate a public housing authority under their own jurisdiction; therefore, residents within the City of Pinellas Park rely upon the Pinellas County Housing Authority at this time to provide assistance. As of 2014, the Pinellas County Housing Authority scored a possible ninety-eight (98) out of 100 on the PHAS (Public Housing Assessment System) Score Report and was given a "High Performer" designation and is not designated as troubled per 24 CFR part 902. The 2014 Public Housing Assessment System has four (4) indicators: physical, financial, management, and capital fund. The Pinellas County Housing Authority received perfect scores on both management and capital fund indicators.

The Pinellas County Housing Authority, PCHA has two (2) Section 8 properties within the City of Pinellas Park:

- Crystal Lake Manor, a fifty-five (55) + community, that has 235 one (1) and two (2) bedroom units that accepts Section 8 vouchers
- Lakeside Terrace Apartments, a sixty-two (62) + community, with 110 one (1) and two (2) bedroom units (was recently converted from public housing to project-based Section 8 effective 1/1/23)

PCHA also has 309 active residents receiving Section 8 assistance in Pinellas Park owned by private landlords. In addition, Magnolia Gardens ALF accepts residents with a Section 8 voucher, although they only assist with room rent. PCHA did not indicate that any of these properties were in need of major restoration or revitalization.

Pinellas County Housing Authority (PCHA) offers the Section 8 Housing Choice Voucher (HCV), Public Housing, Homeownership Voucher, Family Self-Sufficiency and Veteran Affairs Supportive Housing (VASH) programs in Pinellas County, but does not serve Clearwater. Also known as the Housing Choice Voucher Program, these vouchers are a form of public rental assistance that covers a portion of monthly rent costs for low-income persons and families. The PCHA provides housing assistance to about 8,500 individuals and families.

As stated in the City of Pinellas Park's 2023 Annual Action Plan, the City did not propose to carry out any housing activities during the 2023 CDBG Program Year. The City does work in conjunction with the Pinellas County Housing Authority as well as other local housing authorities to assist in providing affordable housing. However, as the economy becomes less stable for those to afford decent and suitable housing.

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

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

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

Pinellas Park is within the jurisdiction of the Pinellas County Homeless Leadership Alliance which serves as the lead agency for the St. Petersburg, Clearwater, Largo/Pinellas County Continuum of Care (CoC). The CoC is the principal planning organization in the area's efforts to address homelessness. The CoC receives HUD funding on an annual basis to address homelessness throughout Pinellas County. For the purposes of this Strategic Plan, the City will coordinate its efforts to address homelessness based on the needs, priorities, and goals of the CoC as a whole. The City will provide information/referrals to those seeking assistance.

The HLA partners with the Juvenile Welfare Board's Children's Services Council & 2-1-1 Tampa Bay Cares on the Family Services Initiative (FSI) that works with families with needs to prevent homelessness while working on longer-term issue and t have one place for families to make initial contact fo help. FSI is publicized widely as the place to go for help for the homeless and at-risk families. Homeless/at risk families call 2-1-1.

The City will use local funds to support a full time Homeless Outreach officer with 100% of his time dedicated to this cause. He identifies encampments; makes referrals to shelters; arranges transport to shelters, provides referrals for people to get id's - birth certificates; the City provides free bus passes. The non-profit organization Directions for Living also provides a full time outreach coordinator to Pinellas Park. His office is in the Community Redevelopment Area's annexed police department and he screens individuals and families and places them in shelters or assists them in completing paperwork for housing.

Addressing the emergency shelter and transitional housing needs of homeless persons

The City's limited funding sources available and identified in the Consolidated Plan were not used for this strategy in the current program year. The City will support the Pinellas Hope project with local funding. Pinellas Hope is a 10-acre homeless facility located in Pinellas Park. It has 156 various permanent and transitional housing units; 40 dedicated to military veterans and 10 ADA accessible.

Pinellas Park supports Pinellas Safe Harbor, an emergency homeless shelter and jail-diversion program designed to be a safe haven for people who are homeless and require services to get back on their feet. The shelter is operated by the Pinellas County Sheriff's Office in partnership with the Pinellas/Pasco Public Defender's Office, WestCare Foundation, Metroploitan Ministries, Pinellas County Health and Human Services, Directions for Living, and the Pinellas County Homeless Leadership Alliance. Staff of

Pinellas Park are active members of the Safe Harbor Countywide Task Force.

The City will also support the local Continuum of Care in its efforts to address the emergency and transitional housing needs of homeless persons. According to the latest homeless inventory count, the local system has 1,378 emergency beds and 740 transitional housing beds.

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

The City's limited funding sources available through the Consolidated Plan were not used for this strategy in the current program year. The City will support the local Continuum of Care in their efforts to prevent homelessness.

The Homeless Leadership Board (HLB) works with appropriate local and State governments to ensure that persons leaving publicly funded institutions or systems of care are discharged to the community to a specific address to prevent homelessness and the need to access homeless services. The Ten-Year Plan to End Homelessness in Pinellas County Continues to provide the oversight of discharge planning.

Pinellas County is funding the CHA program to address the following priority needs: preserve existing and/or produce new affordable housing for low-to moderate-income owner and renter households, including special needs populations. Additionally, the projects supporting the following goal: rental assistance.

Pinellas County Human Services provides Homeless Prevention and Self-Sufficiency programs targeted to the homeless population. The programs target high poverty zone areas throughout the County and focus on individuals who are disabled and need assistance applying for Federal benefits, employed homeless families with children seeking affordable, permanent housing, and veterans who need assistance with obtaining Federal benefits, with a special focus on homeless veterans.

The communities have set practices to address youth aging out of the foster care and individuals being released from health care facilities, mental health facilities and correctional facilities.

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's limited funding sources available and identified in the Consolidated Plan were not used for this strategy in the current program year. The City will support the local Continuum of Care in their efforts to transition homeless persons to permanent housing and independent living and provide information/referrals to those seeking assistance. The CoC uses the majority of its funds for permanent supportive housing and rapid re-housing.

The City will also support the local Continuum of Care in their efforts to conduct outreach and assessment. The CoC utilizes a Coordinated Entry System (CES) to help prioritize assistance based on vulnerability and severity of service needs. This process ensures that people who need assistance the most can receive it in a timely manner. All members of the CoC are required to use coordinated entry. The CES is designed to move people out of homelessness as quickly and efficiently as possible. All agencies in CES are Housing First and ensure low barrier access to assistance/housing.

The Juvenile Welfare Board (JWB) Family Service Initiative, provides a range of prevention assistance to families/children (may include very-short term shelter and casemanagement to remain in/get new housing). The County funds 2-1-1 Tampa Bay Cares to connect at-riskfamilies/persons with prevention resources including Emergency Food and Shelter projects.

Pinellas Safe Harbor, a 470-bed homeless shelter and jail diversion program that opened in January 2011 helps divert homeless individuals from the criminal justice system and alleviates jail overcrowding. Pinellas Harbor serves as a transitional facility to prevent former County residents coming out of State prisons from ending up on the street. As a jail diversion program, Pinellas Safe Harbor is a cost-effective alternative to jail incarceration. Clientele includes military veterans, chronically homeless, physically disabled, persons with mental illness, alcohol/drug abusers, individuals living on the street, individuals released from jail, and individuals from emergency shelters where they are no longer welcome. The goal of Pinellas Safe Harbor is to enable individual to re-enter mainstream society and receive assistance towards acquiring more permanent housing. Pinellas Safe Harbor operations budget is provided by the Pinellas County Sheriff's Office, which is offset by municipal and community contributions.

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

Actions taken to address the needs of public housing

The City of Pinellas Park does not have a public housing authority and does not operate any public housing units. Pinellas Park residents who wish to apply for public housing must apply for a voucher through the Pinellas County Public Housing Authority (PHA). The City does provide information and referrals to those who seek assistance. Going forward, the City of Pinellas Park will continue to coordinate with the Pinellas County Housing Authority in order to assist those residents within City limits to address public housing needs.

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

The Pinellas County Housing Authority (PCHA) encourages residents to become more involved in management and to participate in self-sufficiency programs. PCHA offers a Family Self-Sufficiency Program for all Housing Choice Voucher holders who wish to improve their financial situation, eliminate their dependence on public assistance and are motivated to changing their lives.

PCHA partners with agencies and businesses throughout the community to coordinate services for participants including childcare, educational/vocational training, transportation, development or employability and business skills, job placement, financial counseling, personal money management, and homeownership.

Each FSS participant signs a Contract of Participation (COP) and creates a maximum five (5) year Individual Training and Service Plan (ITSP) that includes employment goals and identifies training or education needs. During the term of the COP, PCHA establishes an interest-bearing escrow account. The FSS escrow account offers the family the opportunity to save for the future. The amount of the escrow account reflects what would normally be an increase in the rent due to an increase in the family's earned income. As the participant earns more income and pays higher rent amounts, the escrow account increases. If the family meets its goals within five years and remains free of cash assistance for a period of one year, they will receive the funds in their escrow account.

Actions taken to provide assistance to troubled PHAs

Pinellas Park falls under the Pinellas County Housing Authority's (PCHA) jurisdiction. Per referencing Pinellas County's profile page, the Authority is not designated as troubled under 24 CFR part 902.

Performance of housing authorities in Pinellas County is checked through HUD's Public and Indian Housing Information Center (PIC) and/or review of Housing Authority Annual Reports. The Pinellas County Housing Authority, the Clearwater Housing Authority and the St. Petersburg Housing Authority,

identified as Combined Program Types, are a designated as High Performers. The Tarpon Springs Housing Authority and Dunedin Housing Authority, identified as Low-Rent Program Types, are not assessed a designation. However, both housing authorities are active and identified in HUD's Public and Indian Housing Information Center.

Pinellas Park will attend regular meetings of Pinellas County Housing Authority to stay informed and to ensure the PCHA is compliant with federal regulations.

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

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

The City of Pinellas Park makes a conscious effort to eliminate barriers that do not promote affordable housing for residents within the community. However, due to constraints beyond the City's control, it is not always feasible to eliminate all of those obstacles. The City recognizes that the price of rent is increasing steadily and while they promote that newly constructed units be affordable to the community, it is beyond their control to set priced rental agreements. However, the City actively encourages new properties to be affordable for those that will be residing within City limits. The City's Planning and Development Department as well as the Building Development Department both work closely with residents and property owners to encourage affordability, accessibility, and sustainability.

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

City staff serve as representatives on the Pinellas Safe Harbor Task Force and on the local chapter of Family Promise to address the homeless needs in our community. must describe the other actions it plans to take during the program year to address obstacles to meeting underserved needs, foster Pinellas Park will continue to coordinate with other agencies to identify and maintain affordable housing, evaluate and reduce lead-based paint hazards, reduce the number of poverty-level families, develop institutional structure, and enhance coordination between public and private housing and social service agencies. The City will provide information/referral to those seeking assistance.

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

The Florida Department of Health (DOH) is the primary agency for addressing lead poisoning in the County. Budgetary constraints have limited lead screening and case management activities; however, the DoH still responds to reported cases of lead poisoning as determined by local pediatricians and health care providers. For children identified with high blood lead levels, a lead assessment of the home is recommended. A specialist performs inspections and risk assessments at no charge for families with children having elevated Blood Lead Levels (BLL), family day care homes, and day care centers. DOH also works to identify lead-based paint hazards in the environment.

All of the City's federal-funded housing programs will comply with the lead paint requirements of 24 CFR Part 35. Depending on the level of investment, the City will fund interim controls and abatement activities where necessary.

The City has Lead-Based Paint policy & procedures in place. The City ensures staff is appropriately trained in lead-based paint, pamphlets are distributed, inspections and assessments are conducted

when required, and contractors trained in lead-safe practices are used. The city is planning to fund lead-based paint hazards training to pertinent staff to better address this issue as it pertains to housing renovation/repairs as well as capital projects.

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

The City will work to coordinate its programs and its outreach efforts to ensure the consumers of the anti-poverty programs administered by the State of Florida, such as food stamps and TANF, are aware and can make use of any programs funded by the City.

Additionally, the City is required to comply with the Section 3 regulations for any CDBG-funded project. When feasible, the City will provide job training, employment, and contract opportunities for public housing residents and other low- and moderate-income residents in connection with construction projects funded under the Consolidated Plan. This provision helps foster local economic development, neighborhood economic improvement, and individual self-sufficiency.

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

The City of Pinellas Park administrates its CDBG programs. The Community Development Department is responsible for carrying out Consolidated Plan objectives and in making sure activities funded through CDBG are carried out in accordance with federal regulations. The City coordinates with various public, private, and non-profit agencies in carrying out its activities. Collaboration between local, county, and state agencies is important in successfully carrying out the goals and objectives identified in the Consolidated Plan and addressing community needs.

City staff are regular participants in HLA and CoC meetings. The City provides monetary assistance to Pinellas Hope and local non-profit organizations serving the homeless, mentally disabled, and at-risk youth.

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

It is essential that the City of Pinellas Park maintains a stable and beneficial coordination between those residing in public and private housing and social service agencies. It becomes the responsibility of the City to assist in coordinating those efforts by identifying what agencies would best serve the residents within the City of Pinellas Park. Presently the City works with Pinellas County, the Pinellas County Housing Authority, Clearwater Housing Authority, the City of Largo, the Pinellas Park Police Department Homeless Outreach Team, CASA, Operation Par, Suncoast Housing Connections, Directions for Living, Florida Department of Health, Homeless Leadership Alliance of Pinellas, and the Continuum of Care. The City will remain proactive in working in conjunction with these and other social service agencies to provide the needed resources to our residents to assist them in overcoming obstacles related to housing and avoiding homelessness.

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

Impediments to Fair Housing Choice and Recommended Actions:

Impediment #1: Lack of Public Awareness

Recommendation #1-1: It is recommended that the City maintain fair housing information, including how to file a fair housing complaint, on their web site.

Recommendation #1-2: It is recommended that the City seek to increase the availability of information for non-English speaking populations so that all population groups and ethnic subgroups to ensure that all citizens understand their rights. This could include fair housing brochures printed in Spanish, bilingual landlords, and translators available by appointment at various City offices. Materials can be produced and disseminated in print and through electronic and broadcast outlets. Two specific groups that were identified as potentially underserved are Vietnamese and Laotian.

Recommendation #1-4: There is a need to better educate housing providers on Fair Housing Laws protecting persons with disabilities. This is particularly true for rental units controlled by Homeowner Associations and Condominium Boards as well as other communal housing providers relating to acceptance of assistance animals.

Impediment #2: Need for Greater Coordination

Recommendation #2-2: It is recommended that the City of Pinellas Park will join and actively participate in monthly meetings of the Tampa Bay Fair Housing Consortium, which encompasses the greater Tampa Bay area of Pinellas, Hillsborough, and Pasco counties. The City will also seek to coordinate its efforts to affirmatively further fair housing with other local stakeholders, including the Pinellas County Department of Human Rights, the Pinellas County Housing Authority, the Housing Finance Authority of Pinellas County, the Pinellas County Economic Council, and the Countywide Planning Authority.

Recommendation #2-3: It is recommended that the City continue refining the referral process for low- and moderate-income individuals and families in need of housing assistance through Pinellas County's HOME and SHIP programs.

The City of Pinellas Park has included its Analysis of Impediments to their website for public review. Additionally, the City has utilized some of its CDBG-CV funds to assist with foreclosure counseling in corroboration with fair housing counseling through Suncoast Housing Connections. In upcoming program years, the City will be proactive in establishing accessible fair housing information, including education classes and attending meetings of other public service agencies who participate in fair

housing counseling. The City has established a solid working relationship with Suncoast Housing Connections to address some of these needs going forward.

CR-40 - Monitoring 91.220 and 91.230

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

As a requirement of our five-year Consolidated Plan, each project and activity must be CDBG eligible. As part of these requirements, each project must meet a national objective to serve our predominantly low-moderate income population. Once each project has been established, activities under each project can be identified and funded. Each of these activities must meet the CDBG requirements as well, which will be monitored by City of Pinellas Park Community Services staff. Any activities that are to take place must follow proper City of Pinellas Park procurement procedures, as well as performing Environmental Reviews and Assessments as necessary. It is essential that the Community Services staff works closely with the departments to ensure that CDBG guidelines are followed throughout the course of an activity, such as certifying payroll and establishing Davis-Bacon wage determinations prior to signing any contracts. It is also necessary that Community Services staff provides Section 3 opportunities and attempts to achieve the Safe Harbor benchmark. If that is unable to be achieved, the City of Pinellas Park staff will ensure that additional opportunities are made available to guarantee Section 3 compliance. Each activity will be required to submit a quarterly report, whether it be through a subrecipient agreement quarterly report and reimbursement request or through onsite monitoring by staff. Interviews will be conducted with contracted workers to align with Davis-Bacon requirements. Any payments made to contractors or subrecipients must be documented and approved by the City of Pinellas Park. Drawdowns within the IDIS system for CDBG reporting will also be conducted by City of Pinellas Park Community Services staff and documentation will be maintained to ensure that all drawdowns align with the financial reports submitted to HUD each quarter.

Minority business owners and workers will be encouraged to apply for all bid contracts and employment opportunities through Section 3, as well as through advertising and legal notices.

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

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

Pinellas Park's Citizen Participation process provides for maximum public feedback from a broad cross section of the community to include minorities, non-English speaking persons and persons with

disabilities, low and moderate income persons, particularly those living in slum and blighted areas and residents of predominantly low and moderate income neighborhoods (areas where CDBG funds are proposed to be used), local, and regional institutions and other organizations (including businesses, developers, and community/faith-based organizations), residents of public and assisted housing and by other low-income residents of targeted reutilization areas in which public and assisted housing is located. Accommodations are also made for persons with disabilities.

The citizen participation plan must provide a period, not less than 15 days, to receive comments on the performance report that is to be submitted to HUD before its submission. No comments were received.

CR-45 - CDBG 91.520(c)

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

The City of Pinellas Park has established what its priority needs are and will remain committed to following through on these needs. These include: design and implementation of the City's goals, including Planning and Administration and Public Facilities/Infrastructure to assist our low-moderate income residents.

It is the intent of the City of Pinellas Park to utilize the CDBG-CV funding to install HVAC systems in our City's Senior Center to prevent the further spread of COVID-19 virus to our elderly (presumed benefit) population.

Due to limited funding availability, it is necessary to limit the number of projects Pinellas Park undertakes while working to expand its capacity to utilize CDBG funds. Census Tract 249.02 Block Group 4 is located in the Michigan Heights neighborhood consisting of single-family homes built primarily in the 1950's and 1960's. HUD's CPD map determines this area to be 67.38% Low-moderate income. The community is located near retail and grocery shopping, pharmacies, and restaurants. Currently, there are missing sections of sidewalks, poor drainage, the ADA ramps are below standard, and sections of existing sidewalks are too narrow to allow for safe pedestrian, bicycle, and wheelchair movement.

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

No

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

CR-45 - CDBG 91.520(c)

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

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No

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

CR-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	1	0	0	0	0
Total Labor Hours	0				
Total Section 3 Worker Hours	0				
Total Targeted Section 3 Worker Hours	0				

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.					
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					

Other.					
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Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative

The City of Pinellas Park is an entitlement jurisdiction, receiving an annual allocation of Community Development Block Grant (CDBG) program funds through the United States Department of Housing and Urban Development (HUD). This Consolidated Annual Performance and Evaluation Report (CAPER) for the 2023 Program Year is presented for review by our citizens, City Council, and U.S. Department of Housing and Urban Development (HUD). This CAPER identifies the City's progress in implementing projects and activities pursuant to the 2023 Annual Action Plan for the CDBG funds that are received from HUD to principally benefit low- and moderate-income persons residing within the City of Pinellas Park.

Program Year 2023 is the first year of the 2023-2027 Consolidated Plan period. The City of Pinellas Park received an allocation of \$399,111.00 in funds that were intended to be used for the following in order to further the goals of the 2023 Annual Action Plan:

Goal 1: Pinellas Park Infrastructure Improvements-Harmony Heights Safety and Mobility

Goal 2: Planning and Administration

These goals were established after assessing the priority needs and objectives of the 2023-2027 Consolidated Plan and funding was allocated accordingly to address these needs. As part of the Public Facilities goal, the City intended to use its funding to make safety and mobility improvements, such as parking lots, curbs, and sidewalk construction. It was expected that 1500 households would be assisted through this project. The City of Pinellas Park remains committed to providing Section 3 workers with opportunities in the upcoming 2024 Program Year through Public Facilities/Infrastructure projects and activities. However, there were not any Section 3 workers on our Harmony Heights project phase 1a that has been completed to date.



CITY HALL - P.O.Box 1100
PINELLAS PARK, FL 33780-1100

Please Respond To:

James W. Denhardt
City Attorney
Law Offices of James W. Denhardt
2700 First Avenue North
St. Petersburg, Florida 33713
(727) 327-3400 - Telephone
(727) 323-0888 - Facsimile

October 30, 2024

Ms. Tammy Hillier
Community Services Manager
City of Pinellas Park
P. O. Box 1100
Pinellas Park, Florida 33780-1100

RE: City Document #24-272
Resolution to Approve Fiscal Year 2023 CAPER

Dear Ms. Hillier:

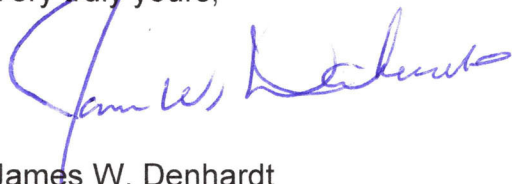
Our office has received and reviewed the proposed Resolution approving the Consolidated Annual Performance Evaluation Report (CAPER) for Fiscal Year 2023. Exhibit A is a CAPER for the 2023 Program Year; however, the Resolution references a 2024 CAPER. The Resolution will, therefore, have to be corrected to reference the "2023 CAPER" rather than the "2024 CAPER." Please also update the second and third lines of the title of the Resolution to read as, ". . . APPROVING THE 2023 CONSOLIDATED ANNUAL PERFORMANCE EVALUATION REPORT (CAPER) . . ."

We also believe that the last paragraph on page 22 of the CAPER should reference the upcoming 2024 Program Year rather than the upcoming 2023 Program Year.

Ms. Tammy Hillier
October 30, 2024
Page 2

Once the above changes are made, and assuming the Notice of the CAPER was in fact published on October 23, 2024, our office would approve of the proposed Resolution as to form and correctness.

Very truly yours,



James W. Denhardt
City Attorney

cc: Bart Diebold, City Manager
Jennifer Carfagno, MMC, City Clerk
Dan Hubbard, Asst. City Manager
Nick Colonna, Community Services Administrator
Aaron Petersen, Asst. Community Services Administrator
Erica Lindquist, Planning & Development Services Director

JWD/dh

24-272.20241030.LTH.FY 2023 CAPER.wpd