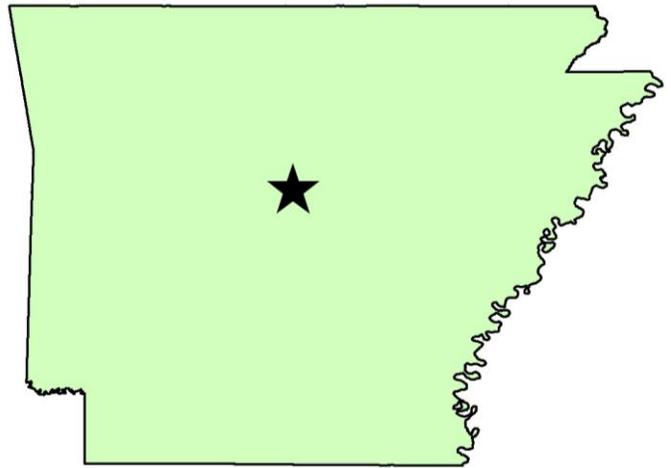


2015
ANNUAL ACTION PLAN
HOUSING AND COMMUNITY DEVELOPMENT
CITY OF CONWAY, ARKANSAS



FINAL REPORT

JULY 29, 2015

2015 ANNUAL ACTION PLAN AMENDMENT
FOR HOUSING AND COMMUNITY DEVELOPMENT
CITY OF CONWAY, ARKANSAS

City of Conway
Community Development Department

July 29, 2015

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I. EXECUTIVE SUMMARY

A. INTRODUCTION

In 1994, the U.S. Department of Housing and Urban Development (HUD) issued new rules consolidating the planning, application, reporting and citizen participation processes for four formula grant programs: Community Development Block Grants (CDBG), Home Investment Partnerships (HOME), Emergency Solutions Grants (ESG) and Housing Opportunities for Persons with AIDS (HOPWA). The new single-planning process was intended to more comprehensively fulfill three basic goals: to provide decent housing, to provide a suitable living environment and to expand economic opportunities. It was termed the *Consolidated Plan for Housing and Community Development*.

According to HUD, the Consolidated Plan is designed to be a collaborative process whereby a community establishes a unified vision for housing and community development actions. It offers entitlements the opportunity to shape these housing and community development programs into effective, coordinated neighborhood and community development strategies. It also allows for strategic planning and citizen participation to occur in a comprehensive context, thereby reducing duplication of effort.

As the lead agency for the Consolidated Plan, the Community Development Department (CDD) hereby follows HUD's guidelines for citizen and community involvement. Furthermore, it is responsible for overseeing the citizen participation requirements that accompany the Consolidated Plan and the Community Development Block Grant (CDBG).

PURPOSE OF THE ANNUAL ACTION PLAN

The *2015 Conway Annual Action Plan for Housing and Community Development* is the one-year planning document identifying the needs and respective resource investments in addressing the city's housing, homeless, non-homeless special population, community development and economic development needs.

GOALS OF THE CONSOLIDATED PLAN

The goals of the Community Development Department are to provide decent housing, a suitable living environment and expanded economic opportunities for the city's low-and moderate-income residents. The CDD strives to accomplish these goals by maximizing and effectively utilizing all available funding resources to conduct housing and community development activities that will serve the economically disadvantaged residents of the city. By addressing need and creating opportunity at the individual and neighborhood levels, the CDD hopes to improve the quality of life for all residents of Conway. These goals are further explained as follows:

- *Providing decent housing* means helping homeless persons obtain appropriate housing and assisting those at risk of homelessness; preserving the affordable housing stock; increasing availability of permanent housing that is affordable to low- and moderate-

income persons without discrimination; and increasing the supply of supportive housing.

- *Providing a suitable living environment* entails improving the safety and livability of neighborhoods; increasing access to quality facilities and services; and reducing the isolation of income groups within an area through de-concentration of low-income housing opportunities.
- *Expanding economic opportunities* involves creating jobs that are accessible to low- and moderate-income persons; making mortgage financing available for low- and moderate-income persons at reasonable rates; providing access to credit for development activities that promote long-term economic and social viability of the community; and empowering low-income persons to achieve self-sufficiency to reduce generational poverty in federally-assisted and public housing.

B. CITIZEN PARTICIPATION SUMMARY

The City will conduct at least two (2) public hearings to obtain citizens' views and to respond to proposals and questions. At least one will occur prior to development of the Draft Plan and will be intended to solicit public input regarding distinct issues, thereby aiding policy formation. Information about the time, location and subject of each hearing will be provided to citizens at least fourteen (14) calendar days in advance through adopted public notice and outreach procedures. Every effort will be made to ensure the public hearings are inclusive. Hearings will be held at convenient times and locations and in places where people most affected by proposed activities can attend.

The Director of Planning and Development will publish the Draft Consolidated Plan for Public Review in a manner that affords citizens, public agencies and other interested parties a reasonable opportunity to examine its contents and submit comments. A succinct summary of the Draft Plan will be published in a newspaper of general circulation at the beginning of the public comment period. The summary will describe the contents and purpose of the Consolidated Plan (including a summary of specific objectives) and include a list of the locations where copies of the entire proposed Consolidated Plan may be obtained or examined.

The City of Conway's Community Development Department, as lead agency, will receive comments from citizens on its Draft Plan for a period not less than thirty (30) days prior to submission of the Consolidated Plan or Annual Action Plans to HUD. All comments or views of citizens received in writing during the thirty (30) day comment period will be considered in preparing the final Consolidated Plan.

To the extent allowed by law, interested citizens and organizations shall be afforded reasonable and timely access to records covering the preparation of the Consolidated Plan, project evaluation and selection, HUD's comments on the Plan and annual performance

reports. In addition, materials on formula grant programs covered by the Consolidated Plan, including activities undertaken in the previous five (5) years, will be made available to any member of the public who request information from the Community Development Department.

C. 2014 ANNUAL ACTION PLAN SUMMARY

The City of Conway is required by the U.S. Department of Housing and Urban Development (HUD) to prepare a Consolidated Plan for Housing and Community Development every five years and an Annual Action Plan for Housing and Community Development each year. Timely completion of the Plan in a HUD-acceptable format helps ensure continued funding of housing and community development activities throughout the city. In 2010, the City of Conway prepared its Five-Year Consolidated Plan, covering the program years 2011 – 2015. The city's 2011 – 2015 Consolidated Plan contains a housing market analysis, a housing homeless needs assessment, a community development needs assessment, and the five year strategic plan, and any other key components that will guide use of the city's CDBG resources for the next five years.

The following represents the 2015 Annual Action Plan for allocating the City's Community Development Block Grant Funds to address housing and community development needs. In order to make the document more informative for citizens and more useful for policy makers, the document describes actions and activities to be undertaken with these resources.

II ANNUAL ACTION PLAN DEVELOPMENT PROCESS

A. LEAD AGENCY

As the lead agency for the Consolidated Plan, the Conway Community Development Department (CDD) followed the federal guidelines about public involvement, evaluation of quantitative and qualitative data, needs assessment, strategy development, priority setting, and the formulation of objectives. The Consolidated Plan for 2011 – 2015 was prepared in accordance with CFR Sections 91.100 through 91.230 of HUD’s Consolidated Plan regulations, applicable to entitlement jurisdictions.

The CDD is responsible for overseeing these citizen participation requirements for the Community Development Block Grant (CDBG). Consequently, the CDD strongly encourages public participation and consultation with other organizations as an essential means of identifying community needs. The citizen participation process was formulated at the beginning of the five-year plan development process and is presented in the Citizen Participation Plan (CPP), Appendix A of this document.

The objectives of the CPP are to ensure that the citizens of Conway, particularly persons of low- and moderate-income, persons living in slum and blight areas, units of local government, public housing agencies, and other interested parties, are provided with the opportunity to participate in the planning and preparation of the Consolidated Plan, including amendments to the Consolidated Plan and the Annual Performance Report.

B. AGENCY CONSULTATION ACTIVITIES

As part of the consolidated planning process, the lead agency, the Community Development Department, must consult with a wide variety of organizations in order to gain understanding of the housing and community development stage. This represents a collective effort from a broad array of entities in Conway, ranging from advocacy groups for the disabled to economic development organizations, and city leaders. Private, non-profit and public organizations, including persons interested in the CDBG program and persons associated with Continuum of Care organizations were contacted through several means, such as, e-mail correspondence, telephone calls and face-to-face interactions. These persons were solicited to discuss housing and community development needs in Conway, including the ranking of those needs and activities that the CDD might consider in better addressing needs throughout the city. Further, individuals were asked to provide additional insight into prospective barriers and constraints to addressing housing and community development needs in Conway.

C. EFFORTS TO ENHANCE CITIZEN INVOLVEMENT

The draft report for public review was announced to the public on July 20, 2015, which initiated a 30-day public review period. This draft report is currently available for downloaded and printing from the CDD Website: www.cityofconway.org.

Four public input meetings were held on February 6th and 10th, 2014 at the Conway City Hall to offer the public an additional opportunity to offer feedback on the Consolidated Plan. These meetings were advertised in the newspaper and interested persons and agencies were notified by email and display ads aided in the public relations campaign.

A public hearing was also held in the District Court Building on March 18th at 5:30 p.m. for discussion on the recommended allocations before City Council approval.

Documentation of the advertisements, including advertisements of these events are presented in Appendix B, of this document.

D. ACTIONS TO BE TAKEN TO ENHANCE THE INSTITUTIONAL STRUCTURE AND ITS COMMUNICATION

The City of Conway will meet its responsibility to provide decent and affordable housing and will aid in the development of viable communities with suitable living environments and expanded economic and community development opportunities. This will be done with the help and support of a network of public institutions, nonprofit organizations, and private industries. The CDD takes additional initiative in instilling capacity and strong housing and community development through funding initiatives, outreach and training, and other capability building endeavors. By meeting with non-profit service providers, faith-based organizations, the Conway Housing Authority, other government entities, and various organizations the City of Conway ensures that the needs of the community are addressed.

A collection of non-profit entities work with the City to address a variety of social needs such as affordable housing, homelessness, and special needs populations. The Bethlehem House, Women's Shelter of Central Arkansas and Independent Living Services are all examples of solicited agencies that address special needs populations and homelessness in Conway. City involvement with many of these agencies includes attendance at meetings and funding of projects that are eligible for CDBG funds. Recently programs such as Faulkner County Council on Aging, and the Boys and Girls Club have received or may receive grant allocations from the City.

Additionally, Conway works closely with many state and country agencies, such as the Department of Health, Arkansas Department of Human Services, Office of Alcohol and Drug Abuse Prevention (OADAP) and the Arkansas Coalition Against Domestic Violence to provide citizens with programs that address varied needs. The Department of Human Services provides many important services to residents such as programs to aid the elderly population, and for individuals with disabilities. CDBG funds recently were used and may continue to provide transportation to the developmentally disabled and disadvantaged citizens through Independent Living Services. Faulkner County also has a council on Aging and Day School in which Conway actively participates.

Private industry participation in housing and community development activities include the construction of new multi-family developments, lenders that services loans for first time home buyers, home repair contractors, and other companies with a stake in the future of the city. These companies work with non-profit organizations working in community development efforts, providing construction and financing expertise needed for completion of the projects. Local companies have also worked with non-profit agencies through donations of time and money, all of which the CDD communicates with periodically.

The City serves as a conduit to enable for-profit and faith-based organizations to stay abreast of the training and conferences being offered that will enhance the delivery of their services. The City will continue to strengthen existing relationships and build new relationships with private and public organizations, social service agencies, neighborhood associations, and the faith-based community, as well as attend meetings of other organizations promoting community development.

III ALLOCATING HOUSING AND COMMUNITY DEVELOPMENT RESOURCES

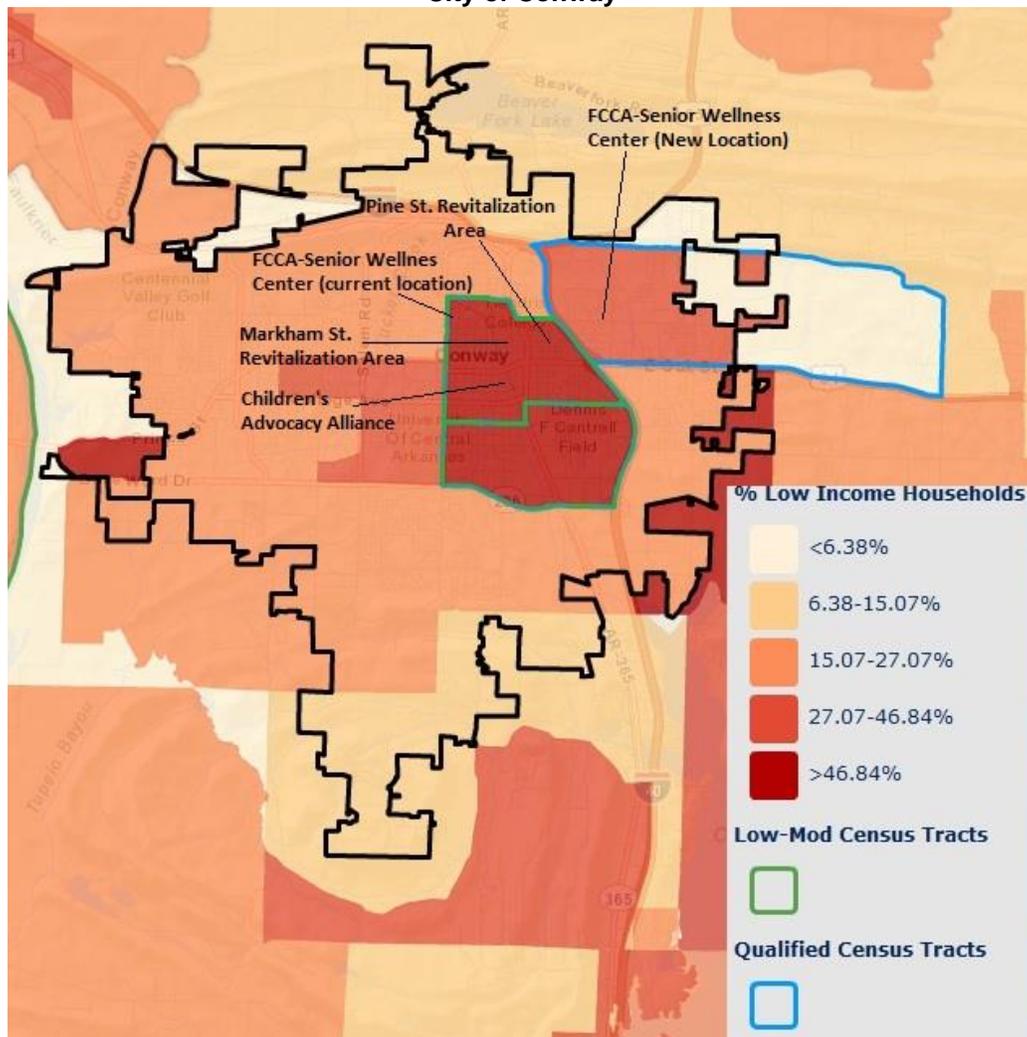
A. OVERVIEW OF AVAILABLE RESOURCES

Housing and community development resources are expected to be available to the City of Conway through the US Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) program.

B. GEOGRAPHIC DISTRIBUTION OF HUD RESOURCES

Formula grant funds from the CDBG program may be directed to their highest and best use first, within each set of program guidelines, given the funding of all housing and community development programs throughout Conway. The following map shows the location of low- to moderate-income areas in the city as well as the location of community resources throughout Conway.

Map III.1
City of Conway



The low- to moderate-income (LMI) census tracts of Conway are concentrated around the downtown area. Transportation services for a number of special needs groups are also concentrated in this area. The Faulkner County Council on Aging, Council on Developmental Disabilities, Boys and Girls Club, and the women’s shelter all provide transportation services to their clients, who primarily live and/or work in the LMI census tracts. Transportation services allow children to attend afterschool programs, senior citizens to keep doctors appointments, developmentally disabled adults, and homeless persons and abused women to get to work, court, or other appointments necessary to maintain quality of life.

In Conway, ongoing revitalization of the Pine Street Neighborhood has occurred over the past several years using CDBG funds in conjunction with Habitat for Humanity and the Conway Corp. The Pine Street Revitalization intends to maintain the historic feel of the neighborhood while mimicking a New Urbanism-style neighborhood going in across the street. An estimated 12 houses built will improve the neighborhoods look and vitality. The homes built will be set close to the street with side walks in order to encourage a walkable neighborhood where families meet in public areas rather than staying in their own backyards. In recent years including 2014, land was acquired and improvements to the water lines for the future housing units occurred. A goal of this project is to incentivize private developers to build market-rate homes along side low- to moderate-income homes in the hopes of diversifying and strengthening the neighborhood.

Still, the housing and community development needs citywide exceed the available resources to address those needs. This city has a priority need for infrastructure improvement. Inadequate water and sewer lines, in addition to drainage problems plague the cities aging infrastructure. Therefore, it is necessary to prioritize needs by type of activity and geography in order to ensure the greatest impact with limited resources. Diversity across the city means that different areas have different housing and community development needs that are best addressed through different types of investment activities.

C. ANTICIPATED USE OF RESOURCES IN 2015

The CDD expects to address a set of housing and community development demands on housing and community development resources over the next five year plan, including several in the current 2014 Annual Action Plan. The following is a summary of the planned allocation of \$408,010 CDBG funds:

Projects

Pine Street Revitalization Project	\$200,000
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The Pine Street Neighborhood is the second oldest neighborhood in Conway. Traditionally an African-American neighborhood it boomed in the 1950s around the city's segregated black school. As Conway has grown, the Pine Street area has seen significant decline. The neighborhood has higher crime and poverty rates than the city as a whole. Houses are significantly smaller than in Old Conway, which borders the neighborhood to the west and newer low- to moderate-income neighborhoods to the East and South. Pine Street consists of about 60 percent rental housing, but the area is full of vacant lots and uninhabitable homes.

The Pine Street Neighborhood, also known as the Northeast Old Conway District, is divided by Harkrider Street or US 65 B. To the east of Harkrider, the area boundaries are identified as Siebenmorgan, US Interstate 40, Mill Street, and Harkrider. The western part of the neighborhood is defined as the areas between Markham and Spruce to the north, Front Street to the west, and Van Ronkle to the south.

The Revitalization Project incorporates planning, design and pre-development work for a model block affordable housing project, land acquisition and clearance, sewer and water upgrades, sidewalk construction, and street repair. The City entered a public/private partnership to facilitate an initial pocket neighborhood development. In October 2012, the City hired a project manager whose purpose is to oversee the redevelopment, including writing a comprehensive development plan and identifying other sources of funding for the project.

A major goal of the revitalization is the purchase and clearance of a functioning scrap metal yard on the western edge of the neighborhood. The scrap yard resides on top of a stream that frequently floods Downtown Conway and ultimately drains into Lake Conway. Clean up of the scrap metal yard will help the environment, curb flooding, and allow economic development within this section of the neighborhood that borders downtown Conway. The City will apply for a Brownfield Remediation Grant for this project.

Recently, Habitat for Humanity has been active in the Pine Street neighborhood. The City plans to continue its relationship with the non-profit organization, and work to build new relationships with other non-profit and private entities to facilitate the revitalization plan.

The City anticipates large movement in this project in 2015 with the upgrading of sewer and water lines and improved streets and public access to the neighborhood.

Faulkner County Council on Aging

\$200,000

The Faulkner County Council on Aging strives to identify and meet the social, nutrition and transportation needs of Senior Adults to help them remain active, independent and to

enhance their quality of life. Funds will pay down debt to the newly acquired FCCA in the facility which will provide better services , location and access to those it serves.

Total Projects **\$265,736**

Public Services - Transportation

The City of Conway has identified transportation as a great need among its low to moderate income populations. In 2015, the City seeks to utilize the entire Public Service cap toward the goal of meeting transportation needs.

Bethlehem House Services \$3,000

The homeless shelter serves as the lead agency on a collaborative transportation effort with the Women’s Shelter of Central Arkansas. Funds will include partial salary for a night shift driver, fuel, and maintenance. Bethlehem House residents are required to work and often find entry level jobs on the night shift. Transportation services allow residents of both facilities to work and take care of essential and non-essential needs.

Boys and Girls Club transportation \$10,000

Seventy percent of the students transported from Conway schools to the Boys and Girls Club are on free and reduced lunch. After school programs and tutoring provide an alternative to staying in an empty house until parents get off of work.

Faulkner County Council on Aging transportation \$18,000

The Faulkner County Council on Aging provides transportation to those 60 years of age and older from their home to a “life necessary” point of destination such as dialysis, cancer treatment facilities, doctor and dentist offices, grocery store, human service agencies, etc.

Faulkner County Day School \$10,000

Faulkner County Day School operates a preschool for disabled children and a work training program and job center for developmentally disabled adults. The agency provides transportation to and from its service centers for all clients.

Independent Living Services \$10,000

Independent Living Services offers services to people aged 18-62 with intellectual and developmental disabilities. The agency provides housing, workforce training and jobs to its clients. While the agency has long provided transportation to its clients, in 2014 it added

those disabled who live at home but receive workforce training through ILS or another agency.

Women’s Shelter Transportation \$5,000

The Women’s Shelter of Central Arkansas, a domestic violence shelter, oversees a collaborative transportation agreement between the Shelter, Bethlehem House, and My House, Inc., a residential facility for developmentally disabled men. Women’s Shelter and Bethlehem House clients use the transportation services to create a new life by gaining employment, a residence and ultimately an automobile. My House residents use the transportation service for employment, medical appointments, and other life necessary obligations.

Total Public Services	\$61,208
Administration	\$81,610
Total Budget	\$408,554

D. OBSTACLES IN MEETING UNDERSERVED NEEDS

Resources available in addressing the housing and community development needs in Conway are insufficient. The city needs infrastructure improvement and including flood prevention drainage, neighborhood revitalization, and an adequate sewer system.

IV. HOUSING AND COMMUNITY DEVELOPMENT STRATEGIES

A. 2011-2015 HOUSING AND COMMUNITY DEVELOPMENT PLAN SUMMARY

The following list presents the overriding objectives and strategies of the City of Conway, Arkansas, for its Five-Year Consolidated Plan for Housing and Community Development, including selected performance criteria associated with each strategy and goal. Investment strategies will emphasize benefits to the City's low- and moderate-income areas.

FIVE-YEAR HOUSING AND COMMUNITY DEVELOPMENT OBJECTIVES AND STRATEGIES

The objectives the City will pursue over the next five years are as follows:

1. Repair and maintain streets and sidewalks
2. Enhance the capacity of the City's drainage and storm water runoff systems
3. Assist in promoting the economic vitality of the City
4. Increase the supply of affordable suitable housing
5. Provision of additional community facilities and public services.

OBJECTIVE ONE: REPAIR AND MAINTAIN STREETS AND SIDEWALKS

The population in Conway has risen over the last decade and a continuing need to repair and maintain existing streets and sidewalks is present. This public need is desired to aid in enhancing the well-being of the City's existing neighborhoods, the vibrancy of those neighborhoods, and the overall attractiveness of the community.

STRATEGIES:

Conduct Street and Sidewalk Improvement in the City

Assessment of Conway's streets and sidewalks should be considered the first step in determining the size of the City's needs for enhanced infrastructure maintenance. Hence, the City should consider establishing a "Report Card" for streets and sidewalks that are in need of investment. A ranking from "A" to "D" ("A" being the best) can be assigned to each category, with those in the "D" ranking being considered for investment first.

PERFORMANCE MEASUREMENT CRITERIA

Provide Suitable Living Environment:

Availability/Accessibility: create inventory of streets and sidewalks that need repair

Availability/Accessibility: count the number of eligible areas assisted

Sustainability: the number of feet/miles or dollars spent on improving streets and sidewalks

OBJECTIVE TWO: ENHANCE THE CITY'S DRAINAGE AND STORM SEWER CAPACITY

With Conway's rising population, maintenance of the current infrastructure remains a priority. This public need is also desired to aid in enhancing the well-being of the City's existing neighborhoods, the vibrancy of those neighborhoods, and the overall attractiveness of the community for years to come.

STRATEGIES:

Conduct Repairs and Maintenance on City's Drainage and Storm Sewers

Assessment of Conway's drainage and storm sewer system should be considered another first step in determining the size of the City's needs for enhanced infrastructure maintenance. Hence, the City should consider establishing a "Report Card" for drainage and storm sewers that are in need of investment. A ranking from "A" to "D" ("A" being the best) can be assigned to each category, with those in the "D" ranking being considered for investment first.

PERFORMANCE MEASUREMENT CRITERIA

Provide Suitable Living Environment:

Availability/Accessibility: create inventory of needed repairs

Availability/Accessibility: count the number of eligible areas assisted

Sustainability: the number of feet/miles or dollars spent on enhancing the drainage and storm sewer systems

OBJECTIVE THREE: ASSIST IN PROMOTING ECONOMIC VITALITY OF CONWAY

While Conway is a growing community, not everyone is sharing equally in this economic growth. This need relates to enhancing the economic opportunities of all persons in the City, but especially those in lower-income households. Such actions may include teaming with economic development partners or leveraging CDBG resources with others, thereby utilizing a team approach.

STRATEGIES:

Retain Employment at Existing Businesses

The City will take action by providing working capital, technical assistance, or assistance with retaining employment at local business firms.

Assist Downtown Businesses

The City will take action by providing working capital, technical assistance, assistance, or improving the overall operating environment through investments in infrastructure so that local business firms can operate more effectively and hire more local persons.

PERFORMANCE MEASUREMENT CRITERIA

Expand Economic Opportunities:

Sustainability: the number of retained or new jobs created at existing businesses

Sustainability: the number of jobs created by assisting downtown businesses

Availability/Accessibility: the number of eligible individuals acquiring jobs or having their jobs retained

OBJECTIVE FOUR: INCREASE THE SUPPLY OF AFFORDABLE SUITABLE HOUSING

The population in Conway has been rising rapidly over the last decade and a need to examine the existing and the provision of new affordable housing stock is present.

STRATEGIES:

Rehabilitate Suitable Homeowner Properties

Rehabilitation of existing homeowner properties is an important part of the overall improvement of Conway's neighborhoods. Rehabilitation will enhance property values and reduce the number of unsuitable or dilapidated homes.

Promote New Construction for Infill Replacement of Housing

New construction needs for affordable housing will be handled in a thoughtful manner that takes into consideration the issues of the entire community. Infill opportunities, including site acquisition, redevelopment, and infrastructure enhancement for the new affordable housing will be implemented.

PERFORMANCE MEASUREMENT CRITERIA

Provide Decent Housing:

Availability/Accessibility: the number of eligible households that benefit from rehab

Affordability: the number of housing units that have been rehabilitated

Affordability: the number of housing units created through infill replacement

Sustainability: the number of housing units that have been rehabbed or demolished

OBJECTIVE FIVE: PROVISION OF ADDITIONAL COMMUNITY FACILITIES AND PUBLIC SERVICES

Conway has an ongoing need for enhancing existing and providing additional community facilities and public services. This need goes hand-in-hand with the city's

rising population and the desire to enhance the city's well-being, the vibrancy of its neighborhoods, and the overall attractiveness of the community

STRATEGIES:

Create Additional Community Facilities

The City will take action to enhance existing facilities and create additional community facilities, particularly targeted to the city's homeless, thereby increasing the vitality of the city's neighborhoods and increasing the attractiveness of the city.

Provide Transportation Services

The City will seek to provide enhancements to the existing service network so that current elderly residents can obtain the public services needed to commute to necessary destinations within the community.

PERFORMANCE MEASUREMENT CRITERIA

Additional or Enhanced Community Facilities and Public Services:

Sustainability: the number of new or enhanced community or public facilities

Sustainability: the number of persons served by facilities or transportation services

Availability/Accessibility: the number of eligible individuals using the new or enhanced facilities or transportation services

B. ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE

In exchange for federal funds, the City of Conway is required to submit to the U.S. Department of Housing and Urban Development (HUD) certification that it is affirmatively furthering fair housing. This certification has three elements and requires that the City:

1. Complete an Analysis of Impediments to Fair Housing Choice (AI);
2. Take actions to overcome the effects of any impediments identified through the analysis; and
3. Maintain records reflecting the actions taken in response to the analysis.

HUD describes impediments to fair housing choice in terms of their applicability to local, state and federal law. In the federal Fair Housing Act, impediments are defined as:

- Any actions, omissions or decisions taken because of race, color, religion, sex, national origin, familial status, and mental or physical disability which restrict housing choices or the availability of housing choice for these protected classes.
- Any actions, omissions or decisions which have the effect of restricting housing choices or the availability of housing choice on the protected classes previously listed.

The AI process involves a thorough examination of a variety of sources related to housing, affirmatively furthering fair housing, the fair housing delivery system and housing transactions, particularly for persons who are protected under fair housing law. AI sources include census data, employment and income information, home mortgage application data, federal and state fair housing complaint information, surveys of housing industry experts and stakeholders, and related information found in the public domain.

An AI also includes an active and involved public input and review process via direct contact with stakeholders, a public forum to collect input from citizens and interested parties, distribution of draft reports for citizen review and a formal presentation of findings and actions to consider implementing in order to overcome the identified impediments.

B.1. FAIR HOUSING CERTIFICATION

In accordance with the applicable statutes and regulations governing the Consolidated Plan, the CDD certifies that it will affirmatively further fair housing. This means that the CDD has conducted an AI within the city, will take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard. A summary of the most recent AI is noted below.

B.2. A SUMMARY OF THE 2010 ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE

Socio-Economic Context

According to data from the U.S. Census Bureau, the population in the City of Conway increased from 2000 through 2009 from 43,176 to 59,511; this was a total increase of 16,344 persons or 37.9 percent. Between 2000 and 2009, Faulkner County showed significant increases in all age cohorts. The greatest change was seen in the group aged 55 to 64, which increased by 56.9 percent, followed by those aged 15 to 24, which increased by 43.2 percent. From 2000 through 2009, the greatest growth in a racial group was seen in two or more races at 66.0 percent growth, followed by black at 60.0 percent growth. However, the Hispanic ethnic population grew twice as fast at 132.6 percent. A few areas of the city showed concentrations of these racial and ethnic minorities. For all persons aged five or older in 2000, the city had a disability rate of 16.8 percent, below the national rate of 19.0 percent at that time. This percentage represented 6,665 persons living with a disability, and this population was concentrated in one area of the city.

The total number of full- and part-time jobs in Faulkner County increased substantially from 1969 through 2008 from around 10,000 jobs to more than 55,000 jobs. Between 1990 and 2009, the labor force in the City of Conway, defined as people either working or looking for work, rose from slightly under 15,000 to 27,811. Average earnings per job in Faulkner County have been lagging over recent years, with the absolute difference between county and state estimates reaching \$3,277 in 2008. In 2009, the unemployment rate in Conway

was 5.5 percent, as compared to 7.3 percent in the state as a whole. As of June 2010, the city rate stood at 6.3 percent while the state rate stood at 7.7 percent. In Conway, the poverty rate in 2000 was 16.3 percent with 6,476 persons considered to be living in poverty, and certain parts of the city had appreciably higher rates of poverty.

In Faulkner County, the number of housing units increased by 26.7 percent from 2000 through 2009 and rose from 34,546 units to 43,777 units. Of the 17,286 units counted in the 2000 census in Conway, about 11,000 units or 63.7 percent of all units were single-family type. An additional 16.3 percent were apartments, 8.1 percent were duplexes, and 7.6 percent were mobile homes. Most units, more than 16,000, were occupied housing units, and, of these, 8,827 were owner-occupied and 7,230 were renter-occupied. At the time that the 2000 census was taken, 2.1 percent of households in Conway were overcrowded and 1.0 percent of households were severely overcrowded. At that time, a total of 77 units in Conway were counted as lacking complete kitchen facilities and 53 were counted as lacking complete plumbing facilities. Additionally, 14.6 percent of households had a cost burden and 12.6 percent of households had a severe cost burden in 2000. Analysis of assisted housing units in Conway showed that they were located mostly in the central parts of the city and that some contracts are set to expire in 2010.

Lending Practices

Home Mortgage Disclosure Act (HMDA) data were used to analyze differences in denial rates in the City of Conway by race, ethnicity, income and geographic area. Evaluated home purchase loan applications from 2004 through 2008 showed that there were 5,484 loan originations and 793 loan denials, for an average five-year loan denial rate of 12.6 percent. These HMDA data also showed that American Indian, black and Hispanic applicants experienced higher rates of loan denials than white applicants, even after correcting for income. Further, some geographic areas of the city had significantly higher denial rates exceeding 75.0 percent, including areas with high concentrations of minority populations. Analysis of high interest rate loans showed that minority populations also received a disproportionate share of these lower quality loan products.

Evaluation of the Fair Housing Profile

A review of national fair housing studies revealed that despite efforts to curb fair housing discrimination in the U.S., problems still exist in terms of discrimination against racial and ethnic minorities, discrimination against persons with disabilities and residential segregation resulting from some current fair housing efforts. Statewide fair housing studies and cases demonstrated issues of discrimination based on race, familial status and sex.

Fair housing complaint data was collected from HUD and the Arkansas Fair Housing Commission. Data from these sources showed that only 11 complaints were filed in Conway from 1999 through March 2010. The most common bases for complaints were race and disability and the most prevalent issue was discriminatory terms and conditions in the rental market. Still, other reasons for such few complaints may be at work in the city.

A fair housing survey regarding the state of fair housing throughout Conway showed that some respondents had concerns about fair housing in Conway and some saw barriers to affirmatively furthering fair housing, including claims of NIMBYism and zoning restrictions. Some respondents also found fair housing laws difficult to understand and many noted that discrimination is not well reported and that additional outreach and education efforts regarding fair housing are needed in the city.

IDENTIFIED IMPEDIMENTS TO FAIR HOUSING CHOICE

The 2010 Analysis of Impediments for the City of Conway uncovered several issues that can be considered barriers to affirmatively furthering fair housing and, consequently, impediments to fair housing choice. These issues are as follows:

1. Historically, insufficient system capacity has resulted in:
 - A. Inadequate outreach and education efforts that have led to:
 - i Insufficient community awareness of fair housing;
 - ii Insufficient understanding of what constitutes affirmatively furthering fair housing; and
 - iii Inadequate understanding of the complaint process;
 - B. Ineffective processing and resolution of fair housing complaints.
2. Disproportionately high home purchase loan denial rates exist for racial and ethnic minorities.
3. Home purchase loan denial rates are disproportionately high in lower-income areas.
4. Current land-use and development practices may not be in the spirit of affirmatively furthering fair housing.

SUGGESTED ACTIONS TO CONSIDER

In response to these impediments, the City of Conway should consider these actions:

1. Consider continuing participating in the Arkansas Community Development Association for efficient use of fair housing resources.
 - A. Contribute resources to central pool to assist with funding fair housing activities.
 - B. Consider additional partners to include in the Association.
2. Increase knowledge and understanding of fair housing and affirmatively furthering fair housing through the following outreach and education efforts:
 - A. Offer meeting space and set up educational opportunity schedule for both consumers and providers of housing to be carried out by the Arkansas Fair Housing Commission (AFHC),
 - i Assist in coordinating delivery of educational services by AFHC to local renters,
 - ii Assist in coordinating local delivery of professional training services by AFHC to landlords, program managers, other rental housing providers,
 - B. Prominently display AFHC posters, flyers, and fair housing educational materials,
 - C. Distribute printed materials from the AFHC that present information regarding:
 - i Definitions of reasonable accommodation and modification,

- ii. Examples of discriminatory terms and conditions in rental markets,
 - iii. Differences between affirmatively furthering fair housing, affordable housing production and preservation, and landlord/tenant rights and responsibilities,
 - D. Create improved referral system by distributing information about AFHC including how to file a complaint,
 - E. Request that the AFHC establish a Fair Housing Hotline for individuals to contact the AFHC and obtain immediate response to fair housing questions or concerns,
 - F. Request technical assistance from the State's Little Rock office for outreach and education activities to be targeted to racial and ethnic minorities in the city.
3. Establish baseline of the actual level and types of discrimination occurring in the community through testing and enforcement activities,
- A. Ask the AFHC to conduct, or conduct separately, a small sample of fair housing tests and record findings; this will again be done in five years to compare results,
 - i. For the City of Conway, this is to include race and disability testing initially,
 - B. Request that the AFHC track complaint data more closely and use complaint data to compare year to year changes in fair housing activities,
 - i. While more complaints are likely to be filed if educational efforts are successful, the goal of this action is to decrease the *percentage* of complaints that are found to be without cause and increase the percentage of those that are amicably reconciled. An additional goal is the decrease of the number of persons who abandon the complaint process.
4. Coordinate renter, homebuyer and homeowner credit trainings with bankers and Realtors,
- A. Enhance understanding of credit, what leads to poor credit and the attributes of predatory lending,
 - B. Enhance the understanding of disreputable real estate business practices, such as steering, redlining, and blockbusting.
5. Review prospective degree of exclusionary zoning and land use policies that may exist,
- A. Consider how more inclusionary land-use policies might work for the City and how they may be implemented,
 - B. Consider how to extend affordable housing production/preservation activities to additional areas of the City.
6. Form local fair housing workgroup to meet on a quarterly basis and address fair housing issues in the City. This group should be comprised of interested parties such as bankers, Realtors, property managers, fair housing advocates and representatives.
- A. Create and maintain database of contact information for this group and establish fair housing outreach e-mail distribution list.

C. BARRIERS TO AFFORDABLE HOUSING

Currently, there are numerous barriers to affordable housing within Conway, which include:

- Rapid population growth;
- Lack of available funding, including competition for tax credits within the state;
- Elevated land prices;
- Lack of available land;
- Inflated housing market;
- Increasing cost of building materials;
- Unwillingness of developers to construct affordable housing due to profit reasons;
- Credit problems for housing buyers, i.e. bankruptcies, high debt-to-income ratio;
- Down payment and closing costs expenses associated with purchasing a home;
- Large student population makes rental costs high.

The 2010 Housing and Community Development Needs Survey was conducted as part of the process of evaluating housing needs in Conway. The survey provided respondents with a list of a number of possible barriers to affordable housing and asked participants to select any barriers that they felt existed in Conway. A total of 230 responses were received from stakeholders throughout the city. The results are presented in Table IV.1.

More than 120 persons indicated that the cost of land is a significant barrier to affordable housing. Other frequently cited barriers to affordable housing include a lack of available and/or affordable land, the cost of materials, NIMBYism, the cost of labor, construction fees, impact fees, permitting fees, and the condition of rental housing.

Many of the barriers noted refer to the costs associated with building additional housing units.

Labor, materials, construction fees, land, and permitting fees all affect the amount of affordable housing constructed. High building costs and fees decrease the amount of affordable housing available by limiting feasibility of new construction.

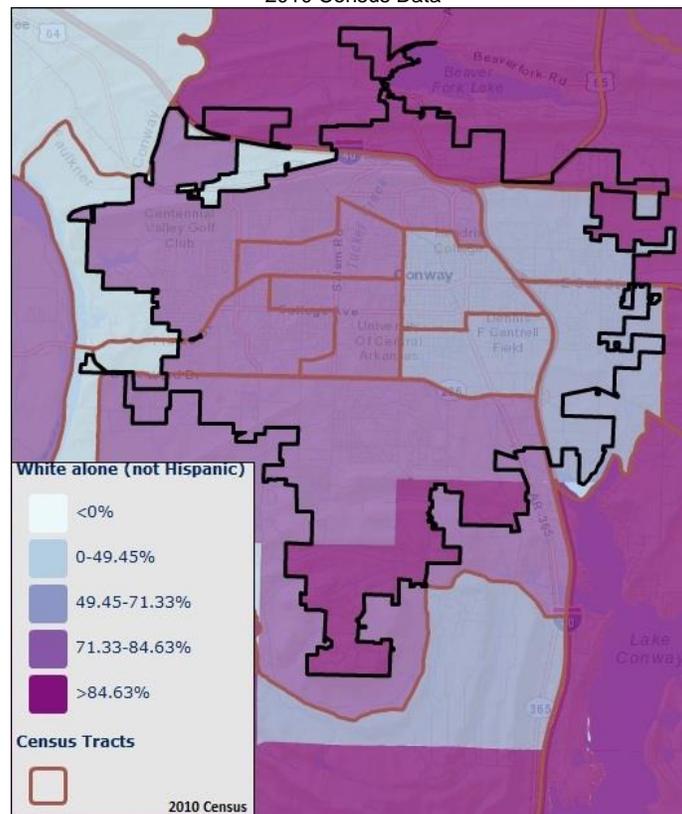
Table IV.1	
Barriers or Constraints To Affordable Housing	
City of Conway 2010 Housing and Community Development Survey	
Barriers	Observations
Cost of land or lot	122
Lack of available and/or affordable land	97
Cost of materials	79
NIMBYism (Not In My Back Yard)	78
Cost of labor	77
Construction fees	54
Impact fees	52
Permitting fees	50
Condition of rental housing	50
Permitting process	41
Lack of other infrastructure	38
Other building codes	31
Other zoning	29
Lack of housing quality standards	27
Lack of nearby services	27
Lack of water/sewer systems	26
Density	11
Lack of qualified builders	10
Lack of qualified contractors	10
Energy codes	8
Lot size	7
Total	924

D. MINORITY CONCENTRATIONS

The most current information about detailed geographic distribution of population by race or ethnicity is from the 2010 census which revealed that the geographic distribution of these racial and ethnic minorities was not even in Conway. An analysis of distribution was conducted by calculating the percentage share of total population within each census tract of the particular racial or ethnic group. That share was then plotted on a geographic map. HUD defines a population as having a disproportionate share when a portion of a population is more than 10 percentage points higher than the jurisdiction average.

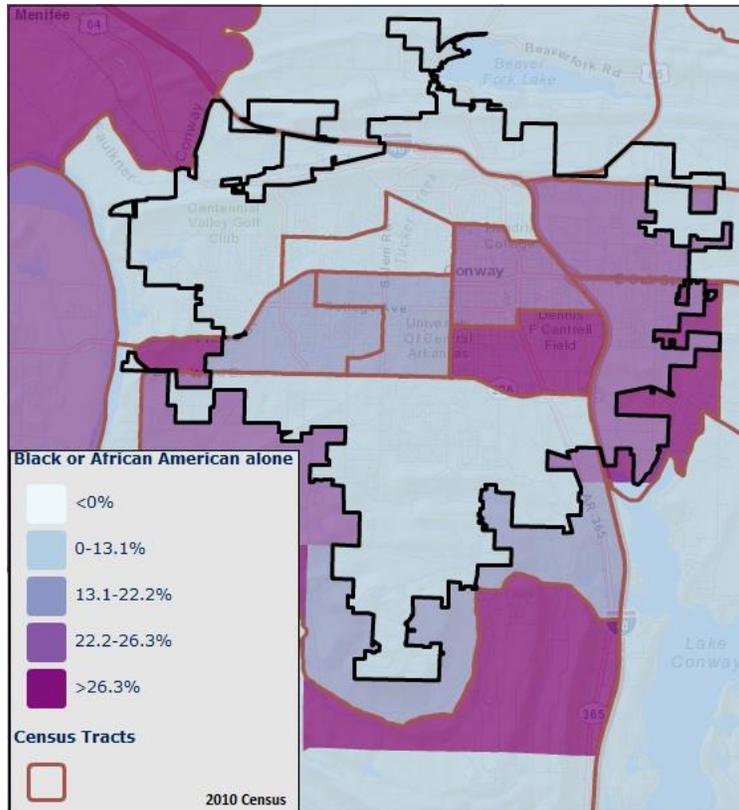
For example, Map IV.1, below, shows the concentration of the white population in the city. At the time of the 2010 census 77.4 percent of the population in the city were white. Therefore, based on HUD’s definition, any area that had a white population ten percentage points or more higher, 87.4, at that time had a disproportionate share of the white population. This map shows that the white population in the north, northeast and southern parts of the City of Conway may have had a disproportionate share of whites.

Map IV.1
Percent White Population by Census Tract
City of Conway
2010 Census Data



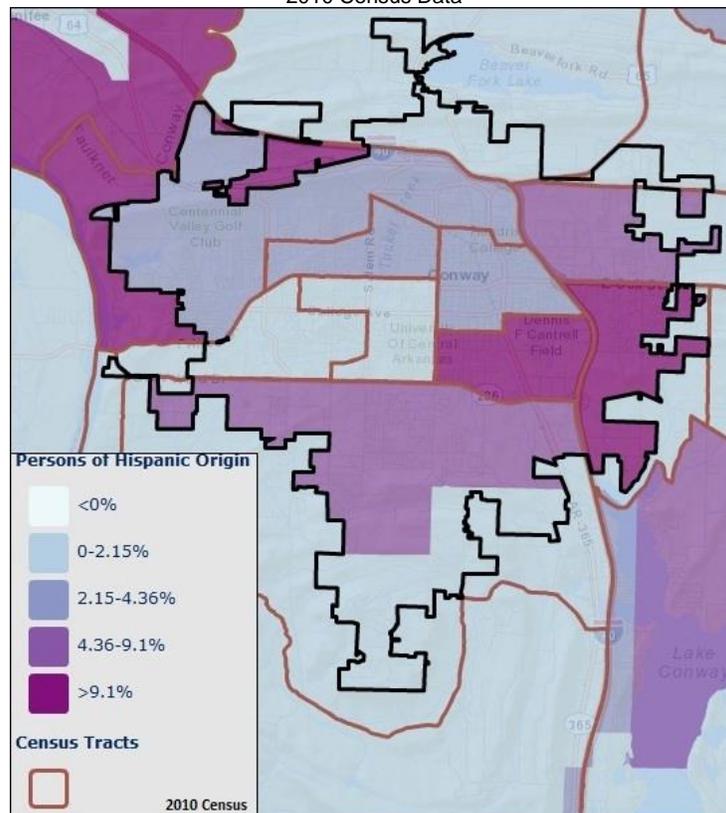
Map IV.2, below, shows the concentration of the black population in the city by census tract. One census tract in the city had a disproportionate share of the black population greater than 22.1 percent, shown in yellow.

Map IV.2
Percent Black Population by Census Tract
City of Conway
2010 Census Data



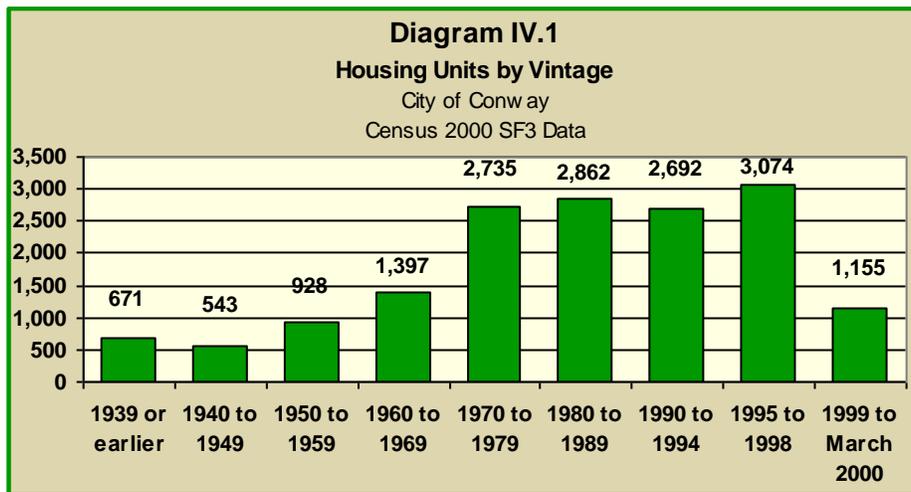
Map IV.3 presents the geographic concentration of another minority population in the city: Hispanic persons. The Hispanic population was evenly spread throughout Conway and no disproportionate shares greater than 12.3 percent were seen.

Map IV.3
Percent Hispanic Population by Census Tract
City of Conway
2010 Census Data



E. LEAD-BASED PAINT HAZARDS

According to the 2000 census data, homes built before 1980 comprise 39.1 percent of the homes in Conway as seen in Diagram IV.1. Homes built before 1980 are more likely to contain lead-based paint hazards.



HUD’s estimates of lead contamination rates for homes built prior to 1980 were applied to the total number of units shown above. Table IV.2 presents the total number of housing units estimated to have lead-based paint risks and shows that a significant number of housing units in the City of Conway were at risk of lead-based paint contamination, a total of 4343. The split between owner-occupied homes and renter-occupied homes, that present lead-based pain risks, is close to equal.

Table IV.2
Lead Based Paint Risks to Occupied Housing Units
 City of Conway
 2000 SF3 Census

Year Built	Units with Lead Based Paint Risk		
	Owner	Renter	Total
1939 or earlier	382	222	604
1940 to 1949	259	175	434
1950 to 1959	350	393	742
1960 to 1969	407	459	866
1970 to 1979	869	827	1,696
Total	2,266	2,077	4,343

Table IV.3 presents 2009 data regarding the number of households at risk of lead-based paint hazards broken down by tenure and also by presence of children. Owner-occupied households showed 323 units with young children at risk of lead-based paint exposure. In total, roughly 1,033 households showed the capacity to pose lead-based paint health risks to children in Faulkner County.

Table IV.3 Households At Risk to Lead Based Paint Hazards by Year Structure Built by Presence of Young Children by Tenure Faulkner County 2009 HUD CHAS Data			
Year Built	Have Young Children		Total
	Yes	No	
Owner			
1939-	77	477	554
1940 to 1959	36	912	948
1960 to 1979	211	2,806	3,016
Total	323	4,195	4,518
Renter			
1939-	99	212	311
1940 to 1959	124	472	596
1960 to 1979	487	1,218	1,705
Total	710	1,902	2,612
Total			
1939-	176	689	864
1940 to 1959	160	1,384	1,544
1960 to 1979	698	4,024	4,721
Total	1,033	6,096	7,129

F. ANTI-POVERTY STRATEGY

Poverty is the condition of having insufficient resources or income. In its extreme form, poverty is a lack of basic human needs, such as adequate and healthy food, clothing, housing, water, and health services. Even modest levels of poverty can prevent people from realizing their goals and dreams.

Mere numbers and statistics do not tell the whole story of poverty. In order to fully grasp the nature and extent of poverty in the United States, it is important to understand how the federal government defines this term. Since the 1960s, the U.S. government has measured poverty by relating it to an artificially constructed *poverty line*. At the risk of oversimplifying this term, the *poverty line* is based on the level at which one-third of a family's annual income, adjusted for inflation, is no longer sufficient to afford an adequate diet. However, since that time, food costs have steadily decreased as a percentage of a family's budget, while medical and housing costs have skyrocketed. Thus, the assumption that a family spends an average of one third of its budget on food is no longer an accurate one.

The federal government does not consider families earning more than this level to be living in poverty despite the fact that the wages of these families are not high enough to lift them

out of what most of society considers to be poverty. Many of these families are often called the “working poor” since their employment does not guarantee them a “living wage.”

The CDD will reduce poverty by fostering and promoting self-sufficiency and independence. To better empower individual and families toward this goal, the following strategies will be put to work:

- Promote sustainable economic development through affordable housing and other community development activities;
- Assist households in purchasing homes, developing stability and net worth and reducing the likelihood for poverty;
- Evaluate projects, in part, on the basis of their ability to foster self-sufficiency when awarding funding for projects;
- Maintain a strong relationship with the Toad Suck Continuum of Care to enhance and promote stabilization of homeless families and encourage transition to stable, permanent housing situations;
- Create an on-going mechanism for participation by residents and businesses in the revitalization of the area;
- Enhance efforts to educate the public and interested persons about available supportive services that foster self-sufficiency and independent living arrangements;
- Encourage job training and placement referral service to low and moderate income residents in the area.

G. ANTI-DISPLACEMENT POLICY

Displacement occurs when a person moves as a direct result of federally-assisted acquisition, demolition, conversion, or rehabilitation activities, because he or she is:

- Required to move, or
- Not offered a decent, safe, sanitary and affordable unit in the project, or
- Treated “unreasonably” as part of a permanent or temporary move.

The term *displaced person* means any person that moves from real property or moves his or her personal property from real property permanently as a direct result of one or more of the following activities:

- Acquisition of, or written notice of intent to acquire, or initiation of negotiations to acquire, such real property, in whole or in part, for a project.
- Rehabilitation or demolition of such real property for a project.

- Rehabilitation, demolition, or acquisition (or written notice of intent) of all or a part of other real property on which the person conducts a business or farm operation, for a project.

A person may also be considered displaced if the necessary notices are not given or provided in a timely manner and the person moves for any reason.

When a substantial number of persons will be displaced from their dwellings the CDD shall encourage the residents and community organizations in the displacement area to form a relocation committee. The committee shall include, when applicable, residential owner occupants, residential tenants, business people, and members of existing organizations within the area. Additionally the CDD will provide suitable housing and finance the costs associated with displacement.

During the relocation planning process the CDD will, at a minimum, guarantee the following:

1. Timely and full access to all documents relevant to the relocation program.
2. The provision of technical assistance necessary to interpret elements of the relocation plan and other pertinent materials.
3. The right to submit written or oral comments and objections.
4. Prompt, written response to any written objections or criticisms.

The CDD will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential anti-displacement and relocation assistance plan required under section 104(D) of the Housing and Community Development Act of 1974, as amended, in connection with and activity assisted with funding under the CDBG program.

V. ONE YEAR ACTION PLAN

A. ADMINISTERED CDBG FUNDS

The City of Conway intends to devote a lot of its resources to neighborhood revitalization, elimination of slum and/or blight, housing rehabilitation, homelessness prevention, and public services.

The Pine Street Neighborhood Revitalization is a multi-stage project including sewer upgrade, water and electricity upgrades, property acquisition, housing demolition and site clean up, new home construction, and developer recruitment. The City will overhaul the entire neighborhood to increase the quality of life for residents. The Pine Street Neighborhood also contains a scrap metal yard that the City is currently pursuing acquisition. The acquired property will be cleaned with Brownfield money and redeveloped to contain a park for the neighborhood and a retention pond to curb flooding of downtown Conway. The City is focusing on the area around this facility for economic and housing revitalization.

Conway is committed to improving the lives of its low- to moderate-income citizens through housing rehabilitation. A CDBG funded housing rehabilitation program will enable seniors and disabled individuals to stay in their current homes while allowing other low- to moderate-income families and individuals the opportunity a chance to improve their livability. Ultimately, the program will benefit Conway as a whole by improving the city's housing stock.

Although the City is focused on the Pine Street Revitalization program and housing rehabilitation, Conway will also undertake additional neighborhood revitalization projects, and slum/blight cleanup if current projects succeed in jumpstarting economic development.

Conway's special population groups will also benefit from CDBG funding. The provider of services to the City's elderly population, the Faulkner County Council on Aging, has acquired a new facility and Conway expects to give \$65,000 to the service provider for debt reduction. Additionally, CDBG funds will be allocated to staff the provider's transportation program.

Transportation options for Conway residents needs improvement. Conway will allocate 15 percent of its grant this year to public services, all of which will address transportation needs.

2015 City of Conway COBG Allocations

<u>Project</u>	<u>Description</u>	<u>Cost of Service</u>	<u>Request</u>	<u>No. Served</u>	<u>Allocated</u>
Pine Street Revitalization	Completion of neighborhood design, alley const. and utilities		\$91,120		\$200,000
Faulkner County Council on Aging	Building payoff	\$2,039,375	\$193,435	52	\$65,736
Project Total					\$265,736
Public Services					
Bethlehem House	Transportation	44524	\$3,000	195	\$3,000
Boys and Girls Club	Transportation	\$67,000	\$10,000	400	\$10,000
FC Council on Aging	Transportation	\$55,963	\$18,000	208	\$18,000
FC Day School	transportation	\$536,831	\$10,000	200	\$10,000
Independent Living Services	Transportation	\$40,000	\$15,000	100	\$15,208
Women's Shelter	Transportation	\$12,500	\$5,000		\$5,000
Public Services Total					\$61,208
Administration Total					\$81,610
Grant Total					\$408,554

B. HOMELESS PREVENTION

The city of Conway is fortunate to have the only transitional homeless shelter in the immediate area, the Bethlehem House, in addition to an emergency battered women's shelter, Women's Shelter of Central Arkansas, and a transition/permanent shelter for girls who have been taken away from their homes due to abuse or neglect, HAVEN.

The CDD works closely with a subset of the Balance of State Continuum of Care. To prevent homelessness the CoC tries to increase awareness about outreach, support services and housing available in the subset's geographic area, which is Faulkner and Conway Counties. They also provide support and training to faith-based initiatives in prevention, outreach, support services and housing available in the communities they benefit.

Each CoC is required to submit an annual CoC plan and application for funding. The application includes a Housing Gap Analysis Chart, which identifies housing and supportive service needs for the continuum's homeless and homeless special needs population. Table 1A, on the next page, provides a summary of the information provided by the Balance of State. The information is separated into two sections: homeless individuals and people who are homeless in families with children.

As shown in HUD Table 1A, the State of Arkansas is currently meeting the needs of its homeless population who wish to be sheltered. No gaps exist when looking at the problem statewide. This chart, however, does not break the need down into Conway or Faulkner County...

Additional information is provided in table 1A concerning six homeless subpopulations:

- Severely mentally ill;
- Chronic substance abuse;
- Veterans;
- Persons with HIV/AIDS;
- Victims of domestic Violence; and,
- Unaccompanied youth under the age of 18.

As shown in HUD Table 1A, the number of people who were sheltered homeless in each subcategory ranged from 179 adults with chronic substance abuse to 1 person with HIV/AIDS. Because these totals resulted from point-in-time counts, they are likely much lower than the actual number of people who are homeless in each subcategory.

Table 1A¹

¹ The numbers provided in the Housing Inventory Count are based on Faulkner County shelters as reported in the 2014 Balance of State Continuum of Care report to HUD. The Homeless Population and Subpopulations Chart does not identify the agencies nor counties used for totals, thus these numbers are from the entire Continuum Tables are exact sums of numbers provided by the CoCs in its

**Balance of State
Homeless and Special Needs Populations
Continuum of Care: Housing Inventory Count Report**

		Current Inventory	Under Development	Unmet Need/ Gap
Individuals				
Example	Emergency Shelter	100	40	26
Beds	Emergency Shelter	5		0
	Transitional Housing	20		0
	Permanent Supportive Housing	0		0
	Total	25		0
Persons in Families With Children				
Beds	Emergency Shelter	15		0
	Transitional Housing	15		0
	Permanent Supportive Housing	0		0
	Total	30		0

Continuum of Care: Homeless Population and Subpopulations Chart

Part 1: Homeless Population	Sheltered		Unsheltered	Total
	Emergency	Transitional		
1. Number of Persons in Families with Children	61	2	49	112
2. Number of Single Individuals and Persons in Households without children	231	45	473	749
(Add Lines Numbered 1 & 2 Total Persons)	354	68	1,256	1,678
Part 2: Homeless Subpopulations	Sheltered			Total
a. Chronically Homeless	11		38	49
b. Severely Mentally Ill	24		45	69
c. Chronic Substance Abuse	14		64	78
d. Veterans	17		17	34
e. Persons with HIV/AIDS	0		1	1
f. Victims of Domestic Violence	36		23	59
g. Unaccompanied Youth (Under 18)	0		2	2

respective Housing Inventory Charts and Exhibit 1 of its CoC applications. As such, errors or discrepancies in the numbers provided in the individual charts are repeated in Table 1A.

V. One Year Action Plan

APPENDIX A – CITIZEN PARTICIPATION PLAN

Introduction

In 1994, the U.S. Department of Housing and Urban Development (HUD) issued new rules consolidating the planning, application, reporting and citizen participation processes of four formula grant programs: Community Development Block Grants (CDBG), Home Investment Partnerships (HOME), Emergency Shelter Grants (ESG) and Housing Opportunities for Persons with AIDS (HOPWA). The new single-planning process was intended to more comprehensively fulfill three basic goals: to provide decent housing, to provide a suitable living environment and to expand economic opportunities.

Provision of decent housing may involve assisting homeless persons in obtaining appropriate housing, retaining the affordable housing stock, increasing the availability of permanent affordable housing for low-income households without discrimination, and / or increasing supportive housing to assist persons with special needs. Providing a suitable living environment might entail improving the safety and livability of neighborhoods, including the provision of adequate public facilities; deconcentrating housing opportunities and revitalizing neighborhoods; restoring and preserving natural and physical features with historic, architectural, and aesthetic value; and conserving energy resources. Expanding economic opportunities can involve creation of accessible jobs, providing access resources for community development, and assisting low-income persons to achieve self-sufficiency.

The Consolidated Plan is actually a three-part planning process required by HUD. It comprises developing a five-year strategic plan, preparing annual action plans and submitting annually performance reports. These three parts are intended to furnish the framework whereby the City of Conway can identify its housing, homeless, community, and economic development needs, identify resources that will be tapped and actions to be taken that will address the needs, as well as look back and evaluate the City's progress toward achieving its strategic goals. Completing these documents on time and in a manner that is acceptable to HUD ensures program funding.

The precursor to the Consolidated Plan is the Citizen Participation Plan (CPP). The objectives of the CPP are to ensure that the citizens of Conway, particularly persons of low- and moderate-income, persons living in slum and blight areas, units of local government, housing agencies and other interested parties, are provided with the opportunity to participate in the planning and preparation of the Consolidated Plan, including amendments to the Consolidated Plan and the Annual Performance Report. In doing so, the CPP sets forth general policies and procedures for implementing and carrying out the Consolidated Planning process, such as how the Consolidated Plan will be developed, dates and milestones along which the process will proceed, and methods for citizens to offer the City of Conway assistance and guidance in the formulation of the Consolidated Plan. Furthermore, the provisions of the CPP fulfill statutory and regulatory requirements for citizen participation specified in the U.S. Department of Housing and Urban Development's rules for the Consolidated Plan, the HOME Investment Partnerships (HOME) Program, the Community Development Block Grant (CDBG) Program, the Emergency Shelter Grants (ESG) Program and the Housing Opportunities for Persons with AIDS (HOPWA) Program. In the City of Conway, the Community Development Department administers CDBG funds. The Community Development Department is the lead agency for developing the Consolidated Plan.

In order to ensure maximum participation in the Consolidated Planning process among all populations and needs groups, and in order to ensure that their issues and concerns are adequately addressed, the Assistant to the Mayor for Community Development will follow the standards set forth in its adopted CPP during development of its Consolidated Plan, Action Plan and Annual Performance Report.

Encouraging Citizen Participation

The Consolidated Plan is designed to enumerate the City of Conway's overall strategy for coordinating federal and other housing and community development resources to provide decent housing, establish and maintain a suitable living environment, and expand economic opportunities, particularly for low- and moderate-income persons.

Interested groups and individuals are encouraged to provide input into all aspects of Conway's Consolidated Planning activities, from assessing needs to setting priorities through performance evaluation. By following the CPP, numerous opportunities for citizens to contribute information, ideas and opinions about ways to improve our neighborhoods, promote housing affordability and enhance the delivery of public services to local residents will occur.

The City of Conway is committed to keeping all interested groups and individuals informed of each phase of the Consolidated Planning process and of activities being proposed or undertaken under HUD formula grant programs. Opportunities to comment on or participate in planning community development and affordable housing activities and projects will be publicized and disseminated throughout the City of Conway.

Public Hearings and Meetings

The City will conduct at least two (2) public hearings to obtain citizens' views and to respond to proposals and questions. The hearings will take place at different stages of the Consolidated Planning process. At least one will occur prior to development of the Draft Plan and will be intended to solicit public input regarding distinct issues, thereby aiding policy formation. At least one more will occur after the Draft Plan has been released for public review, allowing interested parties an opportunity to review the strategies and how they were developed, designed and presented.

Information about the time, location and subject of each hearing will be provided to citizens at least fourteen (14) calendar days in advance through adopted public notice and outreach procedures. This notification will be disseminated to local governments and other interested parties. Public notification of the hearings will be published in the local newspaper. Community Development Department staff may also attend other meetings and conventions in the City of Conway throughout the year, thereby providing an opportunity for additional public information on the Consolidated Plan.

Every effort will be made to ensure the public hearings are inclusive. Hearings will be held at convenient times and locations and in places where people most affected by proposed activities can attend. The Assistant to the Mayor for Community Development will utilize hearing facilities that are accessible to persons with mobility impairments. If written notice is given at least seven (7)

days before a hearing date, the City of Conway will provide appropriate materials, equipment and interpreting services to facilitate the participation of non-English speaking persons and persons with visual and / or hearing impairments. Interpreters will be provided at public hearings where a significant number of non-English speaking residents can be reasonably expected to participate. All public hearings and public meetings associated with the Consolidated Planning process will conform to applicable Arkansas open meeting laws.

However, the Assistant to the Mayor for Community Development may, at his or her discretion, actively solicit input on housing and community development issues in during the course of the year with other forums, town hall meetings and other venues, as they may present themselves.

Publication of Consolidated Plan Documents

The Assistant to the Mayor for Community Development will publish the Draft Consolidated Plan for public review in a manner that affords citizens, public agencies and other interested parties a reasonable opportunity to examine its contents and submit comments. The Draft Plan will be a complete document and shall include:

- The amount of assistance the City of Conway expects to receive; and,
- The range of activities that may be undertaken, including the estimated amount that will benefit persons of low- and moderate-income.

A succinct summary of the Draft Plan will be published in a newspaper of general circulation at the beginning of the public comment period. The summary will describe the contents and purpose of the Consolidated Plan (including a summary of specific objectives) and include a list of the locations where copies of the entire proposed Consolidated Plan may be obtained or examined. The following are among the locations where copies of the public comment Draft Plan will be made available to inspections:

- Community Development Department located at 1201 Oak Street
- City Hall located at 1201 Oak Street;
- Public Library located at 1900 Tyler Street703 West Main Street; and,
- City of Conway’s website at www.cityofconway.org

Citizens and groups may obtain a reasonable number of free copies of the proposed Consolidated Plan by contacting the Assistant to the Mayor for Community Development at (501) 513-3570 or the document may be downloaded from the City’s website at www.cityofconway.org

Public Comments on the Draft Consolidated Plan and Annual Action Plans

The City of Conway’s Community Development Department, as lead agency, will receive comments from citizens on its Draft Plan for a period not less than thirty (30) days prior to submission of the Consolidated Plan or Annual Action Plans to HUD. The Draft Annual Action Plan will be scheduled for release in November of each year.

All comments or views of citizens received in writing during the thirty (30) day comment period will be considered in preparing the final Consolidated Plan. A summary of these comments or

views and a summary of any comments or views not accepted and the reasons therefore shall be attached to the final Consolidated Plan.

Public Notice and Outreach

An informed citizenry is critical to effective and responsive housing and community development programs. Efforts to educate residents and empower their participation are an ongoing element of the Consolidated Planning process.

As the fundamental means of notifying interested citizens about the Consolidated Plan and related activities, such as the Annual Action Plan or the Consolidated Annual Performance and Evaluation Report, the Assistant to the Mayor for Community Development will utilize advertisement notices in newspapers of general circulation. Such notices will be published at least fourteen (14) calendar days prior to public hearings. All notices will be written in plain, simple language and direct efforts will be undertaken to publish and / or post information at locations that will elicit maximum low- and moderate-income and minority participation.

Public education and outreach will be facilitated through the use of Public Advertisements that describe the Consolidated Planning process, opportunities for citizen participation and available funding through the CDBG program. The City's Consolidated Plan mailing list will likely include social service organizations, local jurisdictions, low- income housing consumers, neighborhood groups, previous participants and commentators, and others expected to desire input on the Plan. This list is updated periodically and is available for inspection at the Community Development Department.

Technical Assistance

Groups or individuals interested in obtaining technical assistance to develop project proposals or applying for funding assistance through HUD formula grant programs covered by the Consolidated Plan may contact the Assistant to the Mayor for Community Development. Such assistance may be of particular use to community development organizations, non-profit service providers, and for-profit and non-profit housing development groups that serve or represent persons of low- and moderate-income. Pre-application workshops offer basic program information and materials to potential project sponsors, and the Assistant to the Mayor for Community Development will provide in-depth guidance and assistance to applicants and program participants on an on-going basis. Emphasis is placed on capacity development of community-based organizations.

Amendments to the Consolidated Plan

Pursuant to HUD regulations, an amendment to the Consolidated Plan is required whenever the Jurisdiction determines to:

- Substantially change the allocation priorities or its method of distributing HUD formula grant funds;
- Utilize formula grant funds (including program income) to carry out activities not previously described in the Action Plan; and,
- Change the purpose, scope, location or beneficiaries of an activity.

Such changes, prior to their implementation, are reviewed under various federal or local requirements, particularly rules on procurement and / or policies on the allocation of public resources. Substantial amendments to the Consolidated Plan are, in addition, subject to a formal citizen participation process. Notice and the opportunity to comment will be given to citizens through public notices in local newspapers and other appropriate means, such as direct mail or public meetings. A public comment period not less than thirty (30) days will be provided prior to implementing any substantial amendment to the Consolidated Plan. The Assistant to the Mayor for Community Development will prepare a summary of all comments received in writing and, in cases where any citizens' views are not accepted, provide reasons for the decision. This documentation will be attached to the substantial amendment, which will be available to the public and submitted to HUD.

Substantial Amendments

Occasionally, public comments warrant an amendment to the Consolidated Plan. The criteria for whether to amend is referred to by HUD as Substantial Amendment Criteria. The following conditions are considered to the "Substantial Amendment Criteria":

1. Any change in the described method of distributing funds to local governments or non-profit organizations to carry out activities. Elements of a "method of distribution" are:
 - A. Application process for non-profits;
 - B. Allocation among funding categories;
 - C. Grant size limits; and,
 - D. Criteria selection.

2. An administrative decision to reallocate all the funds allocated to an activity in the Action Plan to other activities of equal or lesser priority need level, unless the decision is a result of:
 - A. Federal government recall of appropriated funds, or appropriates are so much less than anticipated that the City makes an administrative decision not to fund one or more activities; or
 - B. The governor declares a state of emergency and reallocates federal funds to address the emergency; and,
 - C. A unique economic development opportunity arises where the City administration asks that federal grants be used to take advantage of the opportunity.

Citizen Participation in the Event of a Substantial Amendment

In the event of a substantial amendment to the Consolidated Plan, the Assistant to the Mayor for Community Development, depending on the nature of the amendment, will conduct at least one additional public hearing. This hearing will follow a comment period of no less than thirty (30) days, where the proposed substantially amended Consolidated Plan will be made available to interested parties. Citizens will be informed of the public hearing through newspaper notification prior to the hearing, and the notice will appear in at least one newspaper which is circulated city-wide.

- Citizens will be notified of the substantially amended Consolidated Plan’s availability through newspaper notification prior to the thirty (30) day substantially amended Consolidated Plan comment period. The notification will appear in at least one newspaper that is circulated throughout the City. The substantially amended sections of the Consolidated Plan will be available on the City of Conway’s website, www.cityofconway.org, for the full public comment period.

Consideration of Public Comments on the Substantially Amended Plan

In the event of substantial amendments to the Consolidated Plan, the City will openly consider any comments on the substantially amended Consolidated Plan from individuals or groups. Comments must be received in writing or at public hearings. A summary of the written and public hearing comments on the substantial amendments will be included in the final Consolidated Plan. Also included in the final Consolidated Plan will be a summary of all comments not accepted and their reasons for dismissal.

Changes in Federal Funding Level

Any changes in federal funding level after the Consolidated Plan’s draft comment period has expired and the resulting effect on the distribution of funds will not be considered an amendment or a substantial amendment.

Standard Amendments

“Standard amendments” are those that are not considered substantial in nature and pertain chiefly to minor administrative modifications of the programs. Thus they do not require in-depth citizen participation.

Annual Performance Reports

Performance reports on programs covered by the Consolidated Plan are to be prepared by the Assistant to the Mayor for Community Development for annual submission to HUD within ninety (90) days of the start of each program year. Draft performance reports will be made available upon written request. The draft performance report will be available for comment for no less than fifteen (15) days, and any public comments received in writing will be reported in an addendum to the final performance report.

Access to Records

To the extent allowed by law, interested citizens and organizations shall be afforded reasonable and timely access to records covering the preparation of the Consolidated Plan, project evaluation and selection, HUD’s comments on the Plan and annual performance reports. In addition, materials on formula grant programs covered by the Consolidated Plan, including activities undertaken in the previous five (5) years, will be made available to any member of the public who request information from the Community Development Department. A complete file of citizen comments will also be available for review by interested parties. After receiving notice of HUD’s approval of

its Consolidated Plan, the Assistant to the Mayor for Community Development will inform those on its mailing list of the availability of the final Plan document and of any HUD comments on the Consolidated Plan.

Complaints and Grievances

Citizens, administering agencies and other interested parties may submit complaints and grievances regarding the Consolidated Plan. Complaints should be in writing, specific in their submit matter, and include facts to support allegations. The following are considered to constitute complaints to which a response letter is due:

- The administering agency has purportedly violated a provision of this Citizen Participation Plan;
- The administering agency has purportedly violated a provision of federal CDBG program regulations; and,
- The administering agency, or any of its contractors, has purportedly engaged in questionable practices resulting in waste, fraud or mismanagement of any program funds.

Residents may also present complaints and grievances orally or in writing at the community meetings and / or public hearings. All public comments, including complaints and grievances, made either orally or in writing with the thirty (30) day public comment period, will be included in the final Consolidated Plan. Such complaints or grievances shall be directed to the Consolidated Plan representative, the City's Assistant to the Mayor for Community Development.

Timely Response to Complaints or Grievances

Upon receipt of a written complaint, the Assistant to the Mayor for Community Development shall respond to the complainant within fifteen (15) calendar days and maintain a copy of all related correspondence, which will be subject to Community Development Department review.

Within fifteen (15) calendar days of receiving the complaint, the Assistant to the Mayor for Community Development shall discuss the matter with the Mayor and respond to the complainant in writing. A copy of the response from the Assistant to the Mayor for Community Development will be transmitted, concurrently, to the complainant and to the Mayor. If, due to unusual circumstances, the Assistant to the Mayor for Community Development finds that he / she is unable to meet the prescribed time limit, the limit may be extended by written notice to the complainant. The Assistant to the Mayor for Community Development's notice must include the reason for the extension and the date on which a response is expected to be generated, which may be based on the nature and complexity of the complaint.

Public review materials and performance reports will include data, as appropriate under confidentiality regulations, on any written complaints received and how each was resolved.

Activities Exempt from Substantial Amendment Citizen Participation Requirements

Urgent Needs

It may be necessary to amend the Consolidated Plan in the event of an emergency such as a natural disaster. These amendments may include funding new activities and / or the reprogramming of funds including canceling activities to meet community development needs that have a particular

urgency. Therefore, the City of Conway, acting through the Community Development Department may utilize its CDBG funds to meet an urgent need without the normal public comment period, which is otherwise required for substantial amendments.

To comply with the national objective of meeting community development needs having a particular urgency, an activity will alleviate existing conditions that the City of Conway certifies:

- Pose a serious and immediate threat to the health and welfare of the community;
- Are of recent origin or recently became urgent;
- The City and the Community Development Department are unable to finance the activity on their own; and,
- Other resources of funding are not available to carry out the activity.

A condition will generally be considered to be of recent origin if it is developed or became critical within eighteen (18) months preceding the Community Development Department's certification.

Availability of the Citizen Participation Plan

Copies of the Citizen Participation Plan may be obtained by contacting the Assistant to the Mayor for Community Development at (501) 513-3570 or on the City's website at www.cityofconway.org. Upon request, the Assistant to the Mayor for Community Development will make the Citizen Participation Plan available in an alternative format accessible to persons with disabilities.

APPENDIX B – COMMUNITY INVOLVEMENT

The public involvement process followed the requirements specified in the Citizen Participation Plan, as noted in Appendix A. However, the following narrative and exhibits provide additional information about the outreach, notification, and public involvement opportunities offered to the citizen of Conway in the development of the *2013 Annual Action Plan*

Public Input Meeting

In keeping with the Citizen Participation Plan, the public was provided significant opportunities to provide input to the development of the Annual Action Plan. Initial public input/training sessions were held on February 6th and 10th, 2014 to explain the purpose of CDBG funds and the application process to receive funding. Attendees were urged to offer perspective and commentary about identified needs and their opinions about needs that the city should consider. Sign-in sheets are included in this report.

On March 18th, the City Council Committee Meeting was dedicated to a public hearing on 2013 CDBG funding. This event was well publicized and televised. Following the input session, the regular City Council meeting included a resolution approving projects for funding in the Annual Action Plan.

Public Comment

The completed Annual Action Plan was published on the City's website and a printed copy available at the city's branch of the county library. The public comment period ended Aug. 19. No comments were received.

ADVERTISEMENT DOCUMENTATION

Documentation related to public involvement opportunities as part of the Consolidated Planning process are presented on the subsequent pages.

**CITY OF CONWAY
COMMUNITY DEVELOPMENT BLOCK GRANT TRAINING/PUBLIC HEARING
February 6, 2014 10 a.m.**

Name	Organization	Address	Phone	Email Address
Robert Wright	FLS	P.O. Box 1070	327-5234 X 314	robert.wright@org
Allyce Sullivan	For Teaching Leadership	(705) 200-4490 1053 7th St SW	(817) 492-3868	allyce.sullivan@teach.org
Beth Brodick	WSSA	PO Box 3557 Conway AR 72033	501-730-9864	wssa@conwayar.gov
Kenda Warner	Bee	PO Box 488 C4 72033	501-329-8849	pondk@conway.gov
Henry Russell	FCCA	PO Box 1429 Conway 72033	501-327-0055	conwaycc@conwaycc.org

**CITY OF CONWAY
COMMUNITY DEVELOPMENT BLOCK GRANT TRAINING/PUBLIC HEARING
February 10, 2014 10 a.m.**

Name	Organization	Address	Phone	Email Address
Mike Rosh	Soul Food Cafe Mission	P.O. Box 1555	501-908-6954	mike@soulfoodmission.org
Rita Coetzberg	Faulkner Day School	P.O. Box 219	501-329-2144	rita@day-school.org
Tara Nigins	Community Service, Inc.	819 D Creek	501-324-8889	tnigins@community-service.com

**CITY OF CONWAY
COMMUNITY DEVELOPMENT BLOCK GRANT TRAINING/PUBLIC HEARING
February 10, 2014 2 p.m.**

Name	Organization	Address	Phone	Email Address
Marki Jones	HAVEN	1701 Derryghey	(501) 327-1701	mjones@havin.org
Jennifer Webster	CARCA	707 ROBINS ST. SUITE 118	(501) 329-0777	jennifer.webster@carca.org
Melissa McWilliams	CARCA	707 Robins St. Suite 118	501-329-9351	melissa.mcwilliams@carca.org

**CITY OF CONWAY
COMMUNITY DEVELOPMENT BLOCK GRANT TRAINING/PUBLIC HEARING
February 10, 2014 4 p.m.**

Name	Organization	Address	Phone	Email Address
Katrina Hobbs	By His Grace children	825 Center st.	(501) 909-2909	khobbs0717@yahoo.com
Keona Victor	For Street Community Develop Inc		91-697-0930	keonavictor@forstreet.com
Danise Hagan	Sunshine Express Transportation		501-470-8091	ask.hagschaw@att.net

**City of Conway
Community Development
Block Grant Program**

**Announces the
2014 Funding Cycle
Training Meeting Dates**

Applications regarding the City of Conway's Community Development Block Grant funding cycle for 2014 are available to the public at City Hall (201 Oak Street) and at www.cityofconway.org/development.

The goals of the Community Development Department are to provide a suitable living environment, expanded economic opportunities and decent housing for the city's low- and moderate-income residents.

The 2011-2013 Consolidated Plan for the city included the investment strategies for:

- Repair and Maintain Streets and Sidewalks
- Enhance The City's Drainage and Storm Sewer Capacity
- Assist in Promoting Residential Viability
- Preserve the Supply of Affordable Suitable Housing
- Create Additional Community Facilities and Public Services, particularly transportation services

While all funding requests should address one of the above needs, approximately \$60,000 will be allocated to public service programs.

For more information regarding this process there will be a series of two training meetings/public hearings scheduled on Tues, Feb. 18th at 4 p.m., and Thurs, Feb. 20th at 10 a.m. at the Conway City Hall Conference Room (201 Oak St.) Applications will only be accepted from any person or organization that attends a training meeting. The meetings are open to both non-profit and for-profit organizations.

The application deadline is 4:30 p.m. on Wed, Feb. 12. No faxed or e-mailed copies will be accepted. If you have any questions, please contact Leticia Medlen at (501) 313-3570 or lmedlen@cityofconway.org.

15

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PROOF OF PUBLICATION

STATE OF ARKANSAS }
County of Faulkner } ss

I, Caroline Cash do hereby certify that I am the Treasurer/Manager of the Log Cabin Wagoner a daily newspaper published in the City of Conway, Arkansas, and having a beneficial circulation in Faulkner County, Arkansas, that said newspaper has been published at regular intervals continuously during a period of at least twelve (12) months

prior to the date of publication of the annexed City of Conway

and is in all respects eligible and qualified to publish legal notices under the provisions of Act 153 of the 1937 Acts of the General Assembly of the State of Arkansas as amended by Act 263 of the 1937 Acts of the General Assembly of the State of Arkansas.

I further certify that said legal advertisement, a copy of which is hereby attached, was published in said newspaper for 2 insertions on the following days, to-wit:

Jan 29 20 14

Feb 2 20 14

Subscribed and sworn to this 5th day of February 2014 at Conway, Arkansas.

Caroline Cash
Treasurer/Manager

My commission expires 02/25/2015



City of Conway
 Community Development
 Block Grant Program
 Announces the 2014 Funding Cycle
 Training Meeting Make-up Dates

Due to recent inclement weather closings, the City of Conway is offering additional training/public hearings for its 2014 CDBG application process. The new meetings will be at 10:00 am, and 4 pm, on Monday, Feb. 10, at Conway City Hall. Applications are due Wed., Feb. 13. Additional information may be found at: www.cityofconway.org/departments/development/development or by calling (501)755-1782.

PROOF OF PUBLICATION

KANSAS }
 Paulkner }
 as

I hereby certify that I am the Business Manager of the newspaper published in the City of Conway, Arkansas, and in Paulkner, Arkansas; that said newspaper has been published continuously during a period of at least twelve (12) months prior to the date of publication of the annexed City of Conway, Arkansas.

and is in all respects eligible and qualified to publish legal notices under Act 152 of the 1917 Acts of the General Assembly of the State of Arkansas by Act 263 of the 1917 Acts of the General Assembly of the State of Arkansas

I further certify that said legal advertisement, a copy of which is hereby published in said newspaper for _____ insertions in _____ days, is as follows:

Feb 9 20 14

Subscribed and sworn to this 13th day of February, 2014.

[Signature]
 Notary Public

Fees for Printing: \$ 6320
 Cost of Proof: \$ -
 Total: \$ 6320

City of Conway
Council Meeting Summary
March 18th, 2014
www.cityofconway.org

On this date the City Council of the City of Conway, Arkansas met in regular session. The following members being a quorum were present and acting; Alderman Pruitt, Alderman Grimes, Alderman Hawkins, Alderwoman Mehl, Alderman Ledbetter, Alderman Jones, Alderwoman Whitmore, & Alderwoman Smith. Also, present and acting: Mayor Tab Townsell, City Clerk/Treasurer Michael O. Garrett & City Attorney Michael Murphy.

Ordinances Passed:

- O-14-24 Ordinance appropriating funds in the amount of \$3,604 for a part time traffic data collector position located in the Street Department. *Vote 7-0 w/ Alderman Hawkins not present*
- O-14-25 Ordinance appropriating funds in the amount of \$4,503 for the repair of the Honda Civic in the Planning & Development Department. *Vote 7-0*
- O-14-26 Ordinance to require additional street right of way as needed for roundabouts. *Vote 7-0*
- O-14-27 Ordinance authorizing personnel changes within the Conway Fire Department. *Vote 6-0 w/ Alderman Hawkins & Jones not present.*
- O-14-28 Ordinance appropriating funds in the amount of \$107,359 to purchase computers for various departments due to XP operating system no longer existing after April 8th, 2014. *Vote 6-0*

Resolutions Passed:

- R-14-09 Resolution setting a public hearing to discuss the closing of four (4) fifteen (15) foot utility easements located in the Tommy Lewis Addition Phase 2. *Vote 8-0*
- R-14-10 Resolution amending the master street plan in the Old Cantrell Field/Central Landing area to include the new Central Landing Blvd, Elsinger Blvd Overpass, supporting streets, supporting roundabouts, and upgrading of existing street classifications and locations. *Vote 8-0*

In Other Actions:

- Approved Minutes from the February 25th, 2014 City Council Meeting. *Vote 8-0*
- Approved Dewayne Young as a commissioner on the Board of the Housing Authority for another five year term beginning January 15th, 2014. *Vote 8-0*
- Approved Reggie Rose to an additional five year term on the Advertising and Promotion Commission. *Vote 7-1 w/Alderman Ledbetter voting against.*
- Approved Garver engineering contract supplement agreement up to \$300,000 to include full time inspection during the Western Loop Sturgis Road Overpass Construction. *Vote 8-0*
- Approved Lewis Crossing Development to comply with the complete street ordinance & sidewalk regulations of development review at the Old Sale Barn location. *Vote 8-0*

Approved	Truck Centers of Arkansas bid in the amount of \$186,356 (after trade in) for the purchase of a 2014 Commercial Rear Load Refuse Truck (CNG) for the Sanitation Department. <i>Vote 6-0 w/ Alderman Jones & Hawkins not present.</i>																																				
Approved	River City Hydraulics bid in the amount of \$265,625 (after trade in) for the purchase of a 2014 Automated Side Loading Refuse Truck (CNG) for the Sanitation Department. <i>Vote 6-0</i>																																				
Approved	Removing fixed assets (motorcycles and tasers) from our inventory for the CPD. <i>Vote 6-0</i>																																				
Approved	Monthly financial reports ending February 28 th , 2014. <i>Vote 6-0</i>																																				
Approved	2014 CDBG Allocations: They are as follows:																																				
	<table border="0" style="width: 100%;"> <tr> <td style="width: 80%;"><u>Administration</u></td> <td style="text-align: right;">\$81,202.00</td> </tr> <tr> <td colspan="2"><u>Service Description</u></td> </tr> <tr> <td>Boys and Girls Club Transportation</td> <td style="text-align: right;">\$10,000</td> </tr> <tr> <td>FC Council on Aging Transportation</td> <td style="text-align: right;">\$15,901</td> </tr> <tr> <td>FC Day School</td> <td style="text-align: right;">\$10,000</td> </tr> <tr> <td>Women's Shelter Transportation</td> <td style="text-align: right;">\$5,000</td> </tr> <tr> <td>FCCDD</td> <td style="text-align: right;">\$20,000</td> </tr> <tr> <td>Total Services:</td> <td style="text-align: right;">\$60,901</td> </tr> <tr> <td colspan="2"><u>Capital Service</u></td> </tr> <tr> <td>Community Services</td> <td style="text-align: right;">\$7,000</td> </tr> <tr> <td>FC Day School</td> <td style="text-align: right;">\$13,907</td> </tr> <tr> <td>HAVEN</td> <td style="text-align: right;">\$25,000</td> </tr> <tr> <td>Independent Living Services</td> <td style="text-align: right;">\$74,000</td> </tr> <tr> <td>Pine Street</td> <td style="text-align: right;">\$82,000</td> </tr> <tr> <td>Soul Food Café</td> <td style="text-align: right;">\$62,000</td> </tr> <tr> <td>Total Capital:</td> <td style="text-align: right;">\$263,907</td> </tr> <tr> <td>Administration:</td> <td style="text-align: right;">\$81,202</td> </tr> <tr> <td>Total Amount of FY2014 CDBG Allocations:</td> <td style="text-align: right;">\$406,010</td> </tr> </table>	<u>Administration</u>	\$81,202.00	<u>Service Description</u>		Boys and Girls Club Transportation	\$10,000	FC Council on Aging Transportation	\$15,901	FC Day School	\$10,000	Women's Shelter Transportation	\$5,000	FCCDD	\$20,000	Total Services:	\$60,901	<u>Capital Service</u>		Community Services	\$7,000	FC Day School	\$13,907	HAVEN	\$25,000	Independent Living Services	\$74,000	Pine Street	\$82,000	Soul Food Café	\$62,000	Total Capital:	\$263,907	Administration:	\$81,202	Total Amount of FY2014 CDBG Allocations:	\$406,010
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	<p><i>Vote was 5-0-1 w/ Alderman Whitmore abstaining from the vote and Alderman Hawkins & Alderman Jones not present.</i></p>																																				
Update:	<p><i>Phoenix Recovery Center (Transitional Housing) – 1224 Jersey Street, 72032</i></p> <p>Mr. Matt Bell, owner of Phoenix Recovery (transitional housing) was present and City Council discussed if all the conditions that were original attached to the property on September 24th, 2013 had been met. Phoenix Recovery had meet satisfactory Conditions 1 through 7.</p> <p>City Council removed condition #8 requiring a gate and closing of streets. Condition #9 - Check in the amount of \$10,000 was given to the City Clerk/Treasurer at the meeting (03/18), with the funds being dispersed thru the City of Conway to the Pine Street neighborhood.</p> <p>A two month review is in place for Mr. Bell to purchase the lot owned by Habitat for Humanity and property owned by Javier Borregas. An update of these conditions/review will be brought back up at May 13th, 2014 City Council meeting, where all parties involved will be present. <i>Additional details regarding this item will be provided in the March 18th, 2014 City Council minutes. Vote 6-0</i></p>																																				

APPENDIX C – PROJECT SELECTION PROCESS

The City Council has set several priorities in regard to allocation of CDBG funding. The largest project is a multi-year redevelopment of the declining Pine Street Neighborhood that borders downtown Conway, historic Old Conway, Hendrix College and a commercial thoroughfare. The City's Planning Department developed a comprehensive plan for revitalization of this area that includes land use and design. Much of the City's CDBG funds will be committed to this neighborhood revitalization project for the next several years.

Traditionally, the City of Conway has allocated its CDBG funds to local non-profit organizations. The non-profits work directly with low-to moderate-income and special needs populations and therefore are acutely aware of these population's needs. For example, in 2012 the City provided funds for new facilities for several local non-profits with CDBG funds, including the Boys and Girls Club of Faulkner County and the Bethlehem House.

Recently, Habitat for Humanity has been active in the Pine Street neighborhood. The City plans to continue its relationship with the non-profit organization while building additional relationships with other public and private partners to facilitate the City's overall neighborhood revitalization plan.

Lastly, the City Council has noted that public transportation is a major concern for citizens of Conway. Conway does not currently offer any public transportation services. The Council hopes to address these concerns and utilize public services funds for transportation.

APPENDIX D – MONITORING AND AUDIT REQUIREMENTS

The City of Conway, through the Community Development Director and the Finance Department, will administer the disbursement and use of funds in all of CDBG projects. Reports will be furnished to HUD as required. All financial transactions will be administered through the Finance Department. Records of improvements completed and improvements yet to be completed will be kept and will be available to HUD and the public upon request.

The Community Development Director is ultimately responsible for monitoring the program. The City of Conway divisions are working together to ensure long-term compliance with federal, state and local regulations along with statutes relating to monitoring. The City of Conway's independent hired auditors will help to ensure compliance of regulations regarding financial and other areas of the program.

The Community Development Director will monitor all public facilities provided by subrecipients that have received CDBG funds in the past and ensure the property or program is still being utilized and maintained correctly.

Subrecipients provide housing programs, certain public facilities, economic development, and public services activities. All sub recipients are required to sign written contractual agreements for all activities or programs that are funded by CDBG allocations. Monitoring areas will include program performance, financial performance and regulatory compliance. Sub recipient agreements will require an estimated project schedule and a project completion date. In addition, agreements will require an estimated project schedule and a project completion date. Agreements will outline procedures to be followed in case a non-compliance situation occurs.

The Little Rock HUD office monitored the City of Conway's Community Development Department in 2008. They suggested some changes with record keeping, financial record improvements and environmental improvements. The CDBG director at that time and the finance department created written procedures to ensure that timeliness and other issues were addressed in the monitoring plan for the subrecipients and the program. The finance department and CDBG director work more closely together than before the monitoring.

APPENDIX E – HUD 424 FORM



SF 424

The SF 424 is part of the CPMP Annual Action Plan. SF 424 form fields are included in this document. Grantee information is linked from the LCPMP.xls document of the CPMP tool.

SF 424

Complete the fillable fields (blue cells) in the table below. The other items are pre-filled with values from the Grantee Information Worksheet.

07/21/14		B-14-MC-050010		Type of Submission	
		Application		Pre-application	
		<input type="checkbox"/> Construction		<input type="checkbox"/> Construction	
		X Non Construction		<input type="checkbox"/> Non Construction	
Applicant Information					
City of Conway			AR508000 CONWAY		
1201 Oak Street			008503026		
			Administration		
Conway		Arkansas		Community Development Block Grant	
72032		Country U.S.A.			
Employer Identification Number (EIN):			Faulkner		
71-6001898			Program Year Start Date (01/14)		
Applicant Type:			Specify Other Type if necessary:		
Local Government: Township			Specify Other Type		
Program Funding			U.S. Department of Housing and Urban Development		
Catalogue of Federal Domestic Assistance Numbers; Descriptive Title of Applicant; Project(s); Areas Affected by Project(s) (cities, Counties, localities etc.); Estimated Funding					
Community Development Block Grant			14.218 Entitlement Grant		
			City of Conway, AR		
\$406,010		\$ N/A		N/A	
\$ N/A		\$ N/A		\$ N/A	
\$ N/A		\$ N/A		\$ N/A	
\$ N/A		Other (Describe)			
N/A					
Home Investment Partnerships Program			14.230 HOME		
N/A			N/A		
N/A		N/A		N/A	
N/A			N/A		
N/A			N/A		

§ N/A		N/A	
N/A			
Housing Opportunities for People with AIDS		14.241 HOPWA	
N/A		N/A	
§ N/A	§ N/A	N/A	
§ N/A		§ N/A	
§ N/A		§ N/A	
§ N/A		N/A	
N/A			
Emergency Shelter Grants Program		14.231 ESG	
N/A		N/A	
§ N/A	§ N/A	N/A	
§ N/A		§ N/A	
§ N/A		N/A	
N/A		N/A	
N/A			
Congressional Districts of: Tim Griffin Second		Is application subject to review by state Executive Order 12372 Process?	
Second		<input type="checkbox"/> Yes This application was made available to the state EO 12372 process for review on July 21, 2014 <input checked="" type="checkbox"/> No Program is not covered by EO 12372 <input type="checkbox"/> N/A Program has not been selected by the state for review	
Is the applicant delinquent on any federal debt? If "Yes" please include an additional document explaining the situation. <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No			
Person to be contacted regarding this application			
Lauraloe	W.	McCool	
Dir. of Community Development	501.513.3570	501.450.6144	
Lauraloe.mccool@cityofconway.org www.cityofconway.org			
Signature of Authorized Representative			
		Mayor	

APPENDIX F: HUD TABLE 3C
