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# **SOUTH JORDAN CITY CITY COUNCIL REPORT**

**Council Meeting Date: October 17, 2023**

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**Issue:** RESOLUTION R2023-49, APPROVING THE 2022 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT AND AUTHORIZING SUBMITTAL TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND COMMUNITY NEEDS HEARING FOR THE 2024-25 PROGRAM YEAR.

Submitted By: David Mann, CDBG Coordinator and Long Range Planning Analyst  
Department: Planning/Finance

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## **Staff Recommendation (Motion Ready)**

Approve Resolution No. R2023-49, approving the 2022 Consolidated Annual Performance and Evaluation Report, and take public comment regarding community needs to be considered during the preparation of the 2024 Annual Action Plan.

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## **BACKGROUND**

The City of South Jordan became an annual grantee of Community Development Block Grant (CDBG) funds in 2012. Grantees are required to annually submit an annual action plan (AAP) and a year-end report, the Consolidated Annual Performance and Evaluation Report (CAPER), to the Department of Housing and Urban Development (HUD). The CAPER addresses the use of CDBG funds during the previous program year (July 1 to June 30), progress towards goals of the City's strategic plan, and compliance with federal regulations.

A public hearing is required to review the 2022 CAPER (attached) prior to submittal to HUD. A public hearing is also required to provide an opportunity to discuss community needs in advance of preparing the AAP for the 2024-25 program year. The public hearing to be held on October 17, 2023, is intended to accomplish both of these requirements.

## **2022 CAPER**

The 2022 CAPER was prepared and will be submitted in HUD's online reporting template system (IDIS). The proposed 2022 CAPER is a download from the IDIS system and reflects the structure, format, content, and attachments required by the template. The following tables summarize the funding and performance for all activities active during the 2022 program year.

## Activities During the 2022 Program Year

Project/Activity	2022 Beneficiaries	2022 Expenditures	Remaining Funds
<b>Admin/Planning</b>	<b>N/A</b>	<b>\$ 44,000</b>	<b>\$ -</b>
2021 Planning	N/A	\$ 44,000	\$ -
<b>Infrastructure Improvements</b>	<b>674</b>	<b>\$ 326,286</b>	<b>\$ 36,322</b>
2020 ADA Ramps	95	\$ 129,376	\$ 675
2020 Daybreak Community Center ADA Parking	50	\$ 4,187	\$ -
2020 Jordan Gateway ADA Improvements	400	\$ 30,281	\$ -
2021 ADA Ramps	129	\$ 162,442	\$ -
2020 Yorkshire Crossing	0	\$ -	\$ 35,647
<b>Public Services</b>	<b>222</b>	<b>\$ 32,200</b>	<b>\$ 3,000</b>
2021 The INN Between	1	\$ 5,092	\$ -
2021 Legal Aid Society	41	\$ 2,546	\$ -
2021 South Valley Sanctuary	36	\$ 7,892	\$ -
2021 The Road Home	13	\$ 7,892	\$ -
<b>CV Public Services</b>	<b>84</b>	<b>\$ 92,652</b>	<b>\$ 15,089</b>
CV Food Bank UCA	28	\$ 6,203	\$ -
CV Mortgage Assistance	27	\$ 40,276	\$ 15,089
CV Rental Assistance	20	\$ 41,329	\$ -
CV South Valley Sanctuary	5	\$ 4,444	\$ -
CV Suncrest Counseling	4	\$ 400	\$ -
<b>Total (CDBG)</b>	<b>225,698</b>	<b>\$ 66,140</b>	<b>\$ 159,558</b>
<b>Total (CV)</b>	<b>84</b>	<b>\$ 92,652</b>	<b>\$ 15,089</b>
<b>Grand Total</b>	<b>980</b>	<b>\$ 495,138</b>	<b>\$ 54,411</b>

Shown above are all activities that were open or completed during PY 2022. Any activity shown above with a zero balance was completed during the year. All were used for qualified planning and admin expenses and were spent down this year in order to meet HUD's timeliness tests for grant expenditure. Great efforts were made to finish using allocated funds from previous program years and the current program year in order to simplify the management and record keeping moving forward.

The remaining admin funds from PY 2022 will ideally be used during the current program year now that the CDBG coordinator transition is complete. The infrastructure project for the Yorkshire Crossing improvements are scheduled to be complete during the current calendar year.

The City continues to use its CDBG-CV money; this is funding from the CARES Act that is specifically designated for CDBG activities that prepare, prevent, or respond to the coronavirus. The mortgage assistance program is still available for residents financially affected by the pandemic through June 2023. More qualified applicants are needed for these programs. All other CV activities have been closed out.

## **COMMUNITY NEEDS**

Following a community involvement process, the City completed its 2020-2024 Consolidated Plan. Beginning in the fall of 2023, the City will be preparing the 2024-2025 Annual Action Plan (AAP) for the use of CDBG funds during the 2024-25 program year—the fifth year of the new Consolidated Plan. The deadline for funding requests for projects for the 2024 AAP is January 31, 2024. Public comments provided during the October 17 public hearing regarding community needs will be considered in the preparation of the 2024 AAP. The purpose of the 2024 AAP will be to advance the goals of the City's 5-year strategic plan, which are detailed below.

### **2020-2024 Consolidated Plan Goals**

- Maintain existing housing
- Improve senior facilities and services
- Correct accessibility deficiencies
- Provide improvements in deficient neighborhoods
- Support services for vulnerable populations
- Support mental health programs and resources
- Support training, prevention, and education programs
- Increase access to affordable housing
- Support COVID-19 response efforts as needed

Community members are invited to make comments at the public hearing on any community needs that they wish considered in the 2024 AAP preparation. A second hearing to address community needs for the 2024 AAP will be held in early 2024.

## **STAFF FACTS, FINDINGS, CONCLUSIONS & RECOMMENDATIONS**

### **Facts & Findings**

- The City of South Jordan was originally allocated \$225,698 in CDBG funds for the 2022 program year (July 1, 2022 to June 30, 2023). The 2022 AAP (which is included with the 2020-24 Consolidated Plan) was not amended during the program year.
- A portion of the remaining CDBG-CV funds that were allocated to the Mortgage Assistance project through the Community Development Corporation of Utah. The most recent subrecipient agreement expired in June 2023. The remaining fund will likely be returned to HUD.
- A CAPER is required to be submitted to HUD 90 days from the end of the program year for all grantees of HUD funds. Staff submitted a request for an extension due to scheduling issues for the required public hearing.
- A HUD required online reporting template system (IDIS) was used to prepare the 2022 CAPER. The comment period and public hearing for the 2022 CAPER will have been conducted according to the City's Citizen Participation Plan and HUD requirements.
- National objectives were furthered by the City during the program year, both through projects utilizing CDBG and CDBG-CV funds and through other actions taken by the City not involving CDBG funds.
- Ongoing monitoring, reporting, training, planning, and research were conducted in an effort to comply with all federal requirements.

- South Jordan City residents have benefitted by all 2022 projects that expended CDBG funds at the time of this report. A total of 980 direct beneficiaries have been reported: 84 from CV activities and 796 from public service CDBG activities. This does not include the number of residents benefiting from the infrastructure projects that have been completed.
- The 2024 AAP will be prepared in early 2024 for the 2024-25 program year. The City is required to hold two public hearings to hear comments regarding community needs to consider in the preparation of the 2024 AAP. Interested parties are invited to comment at the present public hearing and will again be invited to a second hearing in early 2024.

### **Conclusions**

- It is Staff's understanding that the City's CDBG program, including associated projects, has been conducted during the 2022-23 program year in a manner consistent with the 2022 AAP, the 2020-2024 Consolidated Plan, past plans (including those identifying CDBG-CV activities), the City's Citizen Participation Plan, and federal requirements.

### **Recommendations**

Based on the Facts, Findings, and Conclusions listed above, Staff recommends that the City Council take the following actions, unless, during the hearing, facts are presented that contradict these findings or new facts are presented, either of which would warrant further investigation by Staff:

- Take public comment and approve Resolution R2023-49, approving the 2022 CAPER, with the understanding that minor revisions may be required following HUD's review; and,
- Take public comment regarding community needs and provide direction regarding future projects and allocations to be considered, together with the 2020-2024 Consolidated Plan and federal requirements, by the Staff Working Group and CDBG Coordinator during the preparation of the 2024 AAP.

### **FISCAL IMPACT**

While no direct fiscal impact is anticipated by the approval of the 2022 CAPER, Staff anticipates that the use of CDBG funds to address needs identified in the 2020-24 Consolidated Plan provides a positive fiscal impact. Not submitting a CAPER as required by HUD could result in a loss of future CDBG funds.

### **ALTERNATIVES**

- Approve the resolution.
- Approve the resolution with modifications.
- Deny the resolution.
- Schedule the decision for a future date.

### **SUPPORT MATERIALS**

- Resolution No. R2023-49 (2022 CAPER)
- Draft of 2022 CAPER

## **RESOLUTION R2023 – 49**

### **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SOUTH JORDAN, UTAH, APPROVING THE 2022 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT AND AUTHORIZING SUBMITTAL TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT.**

**WHEREAS**, the Department of Housing and Urban Development (HUD) has developed the Community Development Block Grant (CDBG) program to provide funds to address community development needs through the development of viable communities by providing decent housing, a suitable living environment and expanded economic opportunity; and

**WHEREAS**, the City of South Jordan (the “City”) has previously qualified, based on the City’s 2020-2024 Consolidated Plan (Consolidated Plan), to receive CDBG funds directly from HUD; and

**WHEREAS**, it was determined through the preparation of the Consolidated Plan that needs do exist within the City that qualify for CDBG funds; and

**WHEREAS**, an Annual Action Plan (2022 AAP) was approved, and CDBG funds were allocated to the City to conduct projects consistent with the 2022 AAP during the 2022-23 program year; and

**WHEREAS**, HUD requires that grantees of CDBG funds submit a Consolidated Annual Performance and Evaluation Report (CAPER) within 90 days of the end of the program year.

**WHEREAS**, City Staff requested an extension to the CAPER submittal deadline in order to schedule the required public hearing and submit the plan electronically through the Integrated Dispersment & Information System (IDIS) by the end of October.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF SOUTH JORDAN, UTAH:**

**SECTION 1. Approval.** The South Jordan City Council hereby approves the 2022 Consolidated Annual Performance and Evaluation Report (2022 CAPER) as indicated in Exhibit “A” and authorizes the City to submit the 2022 CAPER to HUD.

**SECTION 2. Effective Date.** This Resolution shall become effective immediately upon passage.

<<Signatures on Following Page>>

**APPROVED BY THE CITY COUNCIL OF THE CITY OF SOUTH JORDAN, UTAH,  
ON THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2023 BY THE FOLLOWING VOTE:**

	YES	NO	ABSTAIN	ABSENT
Patrick Harris	_____	_____	_____	_____
Bradley Marlor	_____	_____	_____	_____
Donald Shelton	_____	_____	_____	_____
Tamara Zander	_____	_____	_____	_____
Jason McGuire	_____	_____	_____	_____

Mayor: \_\_\_\_\_  
Dawn R. Ramsey

Attest: \_\_\_\_\_  
City Recorder

Approved as to form:

  
\_\_\_\_\_  
Office of the City Attorney

## **Exhibit A**

### 2022 Consolidated Annual Performance and Evaluation Report (2022 CAPER)

# 2022 CAPER

South Jordan City, Utah



## 2022 Consolidated Annual Performance and Evaluation Report (CAPER)

for the use of Community Development Block Grant (CDBG) funds

**Program Year 2022-2023**

**Third year of the 2020-2024 Consolidated Plan**

The 2022 CAPER is available for public comment from September 30, 2023 through October 30 2023. Comments may be submitted by emailing David Mann at [dmann@sjc.utah.gov](mailto:dmann@sjc.utah.gov), or by attending the public hearing virtually or in-person on Tuesday, October 17, 2023.

The 2022 CAPER is required by HUD to be completed entirely within the Federal Integrated Disbursement & Information System (IDIS). The included CAPER is a download from IDIS, with its inherent formatting, structure, and tables. The City does not receive HOME or ESG funds, and sections or tables applicable to those two programs may not contain information. Attachments provided within IDIS, but not available with the download, have been added to the hard copy.



## **CR-05 - Goals and Outcomes**

**Progress the jurisdiction has made in carrying out its strategic plan and its action plan.**

### **91.520(a)**

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

The 2022 program year was the eleventh year of the City's Community Development Block Grant (CDBG) program and the third year of the City's 2020-2024 Consolidated Plan. The goals and objectives were advanced during the 2022-23 program year, in accordance with the 2020 Annual Action Plan. The 2020-2024 Consolidated Plan includes the following goals:

- Maintain existing housing
- Increase access to affordable housing
- Correct accessibility deficiencies
- Improve senior facilities and services
- Provide improvements in deficient neighborhoods
- Support services for vulnerable populations
- Support mental health programs and resources
- Support training, prevention & education programs
- Support COVID-19 response efforts as needed

The 2022 AAP allocated funds to projects associated with three of these goals:

1. Correct accessibility deficiencies
2. Provide improvements in deficient neighborhoods
3. Support services for vulnerable populations

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete
Correct accessibility deficiencies	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2800	172	6.14%
Improve senior facilities and services	Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	100	0	0.00%
Improve senior facilities and services	Non-Homeless Special Needs	CDBG: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	100	0	0.00%
Increase access to affordable housing	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	1	0	0.00%
Maintain existing housing	Affordable Housing	CDBG: \$	Homeowner Housing Rehabilitated	Household Housing Unit	3	2	66.67%
Provide improvements in deficient neighborhoods	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2000	1000	50.00%
Support COVID-19 response efforts as needed	Non-Homeless Special Needs		Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	30	125	416.67%
Support COVID-19 response efforts as needed	Non-Homeless Special Needs		Jobs created/retained	Jobs	10	41	410.00%
Support COVID-19 response efforts as needed	Non-Homeless Special Needs		Businesses assisted	Businesses Assisted	1	9	900.00%

Support mental health programs and resources	Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	30	0	0.00%
Support services for vulnerable populations	Homeless Non-Homeless Special Needs	CDBG: \$23500	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	900	342	38.00%
Support services for vulnerable populations	Homeless Non-Homeless Special Needs	CDBG: \$23500	Homeless Person Overnight Shelter	Persons Assisted	100	33	33.00%
Support services for vulnerable populations	Homeless Non-Homeless Special Needs	CDBG: \$23500	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0	
Support training, prevention & education programs	Homeless Non-Homeless Special Needs	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	30	0	0.00%

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

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

The City was awarded \$225,698 in CDBG funds for the 2022-23 program year. This was a slight decrease from the previous year's grant (\$227,359). This is the third year of the 2020 Consolidated Plan; however, the new goals are similar to the prior con plan. The highest priority is correcting accessibility deficiencies, particularly ADA ramps throughout the City. This year, continued emphasis was put on identifying more infrastructure improvements beyond just curb cuts. One project (Yorkshire Crosswalks) is underway and should be completed by the end of fall 2023. The remaining projects are still being planned and designed by Engineering.

With regard to CDBG-CV funds, the City addressed its priorities of supporting low- and moderate-income employees with short-term business grants and supporting public services during increased demand. While demand from South Jordan residents has been lower than our expected goals for these services, demand on these subrecipients from all residents in their service area (the Salt Lake Valley) has definitely increased due to COVID. South Jordan's CDBG-CV funds have helped keep these providers

open, staffed, and available to our residents. South Jordan has drawn most of these funds, with the remaining funds being allocated to one provider under a new agreement that runs through the end of the next program year.

DRAFT

## CR-10 - Racial and Ethnic composition of families assisted

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

91.520(a)

	CDBG
White	1,332
Black or African American	5
Asian	34
American Indian or American Native	9
Native Hawaiian or Other Pacific Islander	5
<b>Total</b>	<b>1,385</b>
Hispanic	91
Not Hispanic	1,294

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

### Narrative

The numbers above and in the chart below represent both CDBG and CDBG-CV beneficiaries.

The chart below further details the race and ethnicity of beneficiaries. A comparison to the city as a whole is provided, drawing on data from the American Community Survey's 2019 five-year estimates. Asians are better represented among beneficiaries than in years past. Whites and Asian whites are underrepresented among beneficiaries.

All direct interactions with beneficiaries are handled by our subrecipients who provide public services. On the City's side, a full-time information center agent is available to handle calls from Spanish speakers. Disability accommodations, including TDD, are offered for public meetings. During the execution of the City's CDBG-CV Business Grants, interpreters were used for one applicant. The City currently does not translate materials but will upon request. According to the American Community Survey 2019 five-year estimates, an estimated 1,520 residents over age five speak English less than very well. Of this group, 660 are Spanish speakers, and the remainder are dispersed between several languages. Looking at residents 18 years and older, 689 speak English less than very well.

## CR-15 - Resources and Investments 91.520(a)

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	225,698	66,140

Table 3 - Resources Made Available

### Narrative

The 2022-23 CDBG grant award was \$225,698, and 29% of the award has been drawn. The remaining balance is \$159,558 from the 2022 grant, plus \$24,321.94 in amended funds from the 2020 and 2019 grants. The table above represents only funds available and expended from the 2020 grant. The following activities make up that remaining balance:

- \$14,913.42 is for planning and admin and will be carried over into the next year to be spent down on staff and other associated planning and admin costs.
- \$3,000 for LMI dental services. These funds will be amended and reallocated during the 2023 program year.
- \$35,647.38 for Yorkshire Crossing. Project is ready to move forward. Funds will be obligated and drawn in IDIS during the 2023 program year. This includes \$20,222.12 of funds amended from the 2019 grant leftover from ADA ramps.
- \$674.56 for 2020 ADA ramp project. Funds will be combined with ADA ramp funds allocated during the 2022 program year. This includes amended funds from 2018 and 2017.

### CV Narrative

CV funds are not shown above since they are associated with the 2019 AAP, in the final year of the past consolidated plan. The full CDBG-CV grant award is \$268,363, and 94% has been spent. The remaining balance is \$15,088.71. Of 16 activities, 15 were completed and one remains open, as detailed in the chart below. Funds were reallocated from one activity to another and a new subrecipient agreement was signed. The one open activity has until June 2023 to spend their funds as clients qualify for them.

Mortgage Assistance: budget \$61,608 (originally \$54,508), drawn 75.5% \$15,088.71

### Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description

Table 4 – Identify the geographic distribution and location of investments

### Narrative

Though the City does not have designated target areas, the City is focused on improving eligible block groups. The City has five Census block groups that qualify as low- and moderate-income.

- Tract 1128.17 Group 2, LMH 38.63%
- Tract 1130.10 Group 1, LMH 29.82%
- Tract 1130.10 Group 3, LMH 35.78%
- Tract 1130.11 Group 3, LMH 26.87%
- Tract 1130.07 Group 1, LMH 28.47%

Three activities this year were identified in two of these block groups as areas of need. One has been completed and the other two are still underway.

- Pedestrian Crossing at Monica Ridge Way and Jordan River Gateway: Activity is located in 1128.012 Group 2 and will improve ADA accessibility at a major connection. This activity is now completed and benefitted an estimated ? residents.
- Pedestrian Crossing at Shields Lane and Jordan River Trail: Activity is located in 1128.012 Group 2. Activity gives LMI residents a safer crossing point and increased access. This activity is now completed and benefitted an estimated 1,000 residents.
- Yorkshire Sidewalk and Pedestrian Crossing: Activity is located in 1130.07 Group 1 and will improve crosswalk and sidewalk access for elementary school students and improve efficiency in crossing guard usage. This activity is ready to begin.

*Other accessibility improvements are happening throughout the City. The 2019 ADA ramp upgrade activity was completed during the 2020 PY. Fifty ramps were upgrade to meet ADA requirements along 2200 West. Twenty-eight of these ramps serve an LMI area, Tract 1130.10 Group 1, LMH 29.82%. All ramps benefit severely disabled adults regardless of location. The 2020 ADA ramp project is still in a planning stage and locations are yet to be finalized. ADA parking at the Daybreak Community Center is still underway and will benefit disabled adults, though it is in not in an LMI area.*

*The City's other hard costs project is done on a limited clientele basis. Of the two home repairs completed, neither were in LMI eligible blocks, though each resident served qualified as LMI based on their actual income.*

## Leveraging

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

All sub-recipients receiving CDBG funds for 2022-23 program year projects provide regional services and receive funds from a combination of private, other local governments, state, and federal sources. All 2022-23 City-managed projects were supported by labor and technical assistance from City employees, including all in-house engineering costs.

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## CR-20 - Affordable Housing 91.520(b)

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

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

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	35	32
Number of households supported through The Production of New Units	0	0
Number of households supported through Rehab of Existing Units	0	0
Number of households supported through Acquisition of Existing Units	0	0
<b>Total</b>	<b>35</b>	<b>32</b>

Table 6 – Number of Households Supported

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

The City does not set goals for providing units, due to the small amount of CDBG funds received by the City. The City furthers affordable housing through other means, such as accessory dwelling units and housing funds from the City's Redevelopment Agency (RDA).

*The RDA is the primary vehicle for addressing housing. Several years ago, the City partnered with a developer to create nine workforce housing units. These units, part of a townhome development, are*

*now being completed. The Workforce Housing program makes them available to city and school district employees who qualify as low and moderate income. The City's RDA subsidized a portion of the unit's construction to bring them to affordable rates. As of June 30, 2021, two households closed and moved in. One was low income and the second was moderate income. Five more households are in the process of closing and will be reported in next year's CAPER.*

*In addition to Workforce Housing, the RDA offers Down Payment Assistance of \$20,000 to LMI families. This program can be coupled with the Workforce Housing units. One low income household (reported above) has used the DPA. Several more are currently being processed.*

The table above includes 2022 accomplishments through the CDBG 2022 grant and the CV grant. The CDBG-CV grant includes both mortgage assistance and rental assistance activities. Since the program began in January 2021, the CV mortgage assistance program served 5 individuals; since that time there have been an additional 27 individuals served. The goal is to serve 35 individuals, so we are only 3 away from meeting that goal. Finding residents that meet the income requirements has been difficult along with getting the word out. The CV rental assistance program also began in January 2021. The reported total assisted by June 2023 is 32, which includes 12 individuals that were served during the previous program year. Again, finding individuals who qualify has been a challenge. More challenging has been that the State created a single portal for rental assistance, which is meeting many of these needs. The remaining balance of funds allocated to rental assistance have been reallocated to the mortgage assistance program by way of a new subrecipient agreement that goes through June 2023. When staff reached out to the subrecipient overseeing that program, they were told there were still families that could benefit from that service. Services continue to be advertised on the City website, City social media and newsletters, and the subrecipients' website.

The City still has unexpended prior-year funds with a program that provides accessibility upgrades and emergency home repairs for eligible households. During the 2019 year, the City re-established ties with the subrecipient, Assist. After increased advertising, including handouts at the Senior Center, the allocated funds have now been all spent. Six households received services in the 2021 year. In January 2020, the City Council approved an LMI housing repair program to be funded by RDA funds. This program is still in a policy development stage, but should be ready to come online by the end of 2023.

In 2014, the City joined the local HOME Consortium. Through HOME Consortium funds, temporary rental assistance is provided and larger developments to create affordable units are also in the works. The City's CDBG Coordinator works to select these projects alongside the HOME committee. Since the City's HUD funds are very small, working with HOME is the City's best way to contribute to affordable housing in the valley.

### **Discuss how these outcomes will impact future annual action plans.**

In the City's 2022-23 AAP no rental assistance was awarded, due to the availability of other government funds for rental assistance, and no new affordable housing measures were approved. The City plans to

continue using funds for other types of public services and infrastructure improvements and address housing via our RDA funds.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	7	0
Low-income	8	0
Moderate-income	2	0
<b>Total</b>	<b>17</b>	<b>0</b>

**Table 7 – Number of Households Served**

### **Narrative Information**

The table above breaks down into 3 CDBG activities with the following accomplishments by household:

- 2020 CDBG Rental Assistance: 2 low, 2 moderate
- CDBG-CV Mortgage Assistance: 4 extremely low, 5 low, 2 moderate
- CDBG Home Repairs: 3 extremely low, 3 low

The City does not receive HTF and participates in HOME as a member of the Salt Lake County Consortium.

The City adopted a Moderate Income Housing Plan in November of 2019. Compared to the City's 2014 Housing Needs Study, there are more rental options available within the City, but a lower proportion of SFRs are available as rentals. In 2014 about 9.4 percent of SFRs were rentals, compared to the 6.7 percent today. However, the overall proportion of rentals of all types has increased from 18.9 percent to 23.1 percent. But the Census's 2017 American Community Survey (ACS) data estimated 63 percent of all rentals have a gross rent above \$1,000 per month. The median gross rent is \$1,405, compared to the County's \$1,015. Additionally, compared to the 2014 Housing Needs Study, overall home prices in the City have risen dramatically. In 2014, about 71 percent of homes were below \$300,000. Now only 24 percent are below that value.

As the population and number of households continue to rise, the City will have greater need to provide housing that meets the needs of residents and those interested in moving to the City. The current shortage plus that additional need each year means that (assuming current distributions of household incomes) the City will have a need of 10,370 affordable housing units by 2024. A large portion of this is made up of the current shortage with an additional 505 to 560 per year until 2024. Just five years ago

the City had an excess of affordable moderate-income housing, but—despite best efforts by the City—housing affordability is a major statewide issue presenting challenges for all communities.

The City will need funds much more substantial than CDBG to address this affordable unit shortage. The City plans to use RDA funds for this purpose. So far, nine affordable townhomes have been completed through the RDA Workforce Housing Program.

DRAFT

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

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

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

The City provided CDBG funds to support two of the leading agencies in the region serving homeless needs and working to reduce homelessness: the Road Home and South Valley Sanctuary. There are currently no facilities or programs operating within the City itself.

The Road Home is the most comprehensive single agency in the region serving the homeless. According to their year-end report, the Road Home served 13 South Jordan residents, just missing their goal of 14. These individuals from South Jordan had access to case management, showers, meals, clothing, health and mental health services, and referrals to other community resources.

South Valley Sanctuary provides shelter and services for victims of domestic violence in the region. Their services are available to women, men, and children. In addition to shelter needs, they operate two Community Resource Centers, a 24/7 hotline, and several education programs. Whereas the shelter is a confidential location, the Community Resource Center and hotline make resources available for a broader range of needs and without having to shelter all individuals with needs. This program year, South Valley Sanctuary provided the following services to South Jordan residents: 82 crisis hotline calls, 119 case management services, 102 clinical services, 11 sexual assault services, and 6 emergency shelter stays. This was a slight increase in residents served. Since the 2018 PY, numbers of residents served by SVS has been increasing

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

The City funds the Road Home, in part, because of their overall approach towards homelessness. The Road Home provides emergency shelter and programs for transitional housing for homeless persons.

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

As has been mentioned, the Road Home manages a very comprehensive program founded on a Housing First approach. Their Pay for Success Program targets individual men and women with shelter stays between 90-364 days. Services offered by the Road Home include programs for transitional housing.

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

One of the primary objectives of the City's CDBG programs is to "support family and individual stability, self-reliance, and prosperity." The City's CDBG program supports a wide range of public services that serve essential needs (shelter, food, health care) of individuals who may be facing homelessness. The majority of these public services have a comprehensive and collaborative approach to helping homeless persons transition out of homelessness.

Due to the size of our grant, the City's support is limited to helping fund a tiny amount of existing programs. The City supports helping the homeless transition to permanent housing through the HOME Consortium.

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

### **Actions taken to address the needs of public housing**

There are currently no public housing facilities located within the City, and public housing is not directly addressed by the City's CDBG program. However, regional public housing issues are addressed by the local HOME consortium, of which the City is a member.

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

Not applicable

### **Actions taken to provide assistance to troubled PHAs**

not applicable

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

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

During the 2022-23 program year, the city issued permits for 3,462 residential units (according to City Building Division data), a 3% increase from last year. Of those, 22% were for non-single family detached housing (townhomes, condos, apartments). Of all units, 95% were in Daybreak, a large mixed-housing project with small lots.

In 2019, the City adopted an updated General Plan, including a Moderate Income Housing Plan. The Housing Plan includes the following goals:

1. Ensure development of well-designed housing that qualifies as Affordable Housing to meet the needs of moderate-income households within the City.
2. Promote the development of diverse housing types that provide life-cycle housing for a full spectrum of users.
3. Maintain existing and well-maintained single-family residential neighborhoods.
4. Facilitate the growth of new, safe, and well-planned neighborhoods within the City.

Daybreak, a master-planned development within the City, is a significant contributor to reaching these goals. As noted above, most residential growth is happening in this area and includes small lots and non-single-family detached housing. The densest part of Daybreak is under construction now.

As previously mentioned, the City continues to actively participate in the local HOME consortium and is funding several housing programs through RDA funds.

The City uses its eligible planning funds towards the cost to employ a full-time long-range planning analyst. This position transitioned from part-time to full-time in the spring of 2022, with the additional requirement to administer the CDBG program. In the past year, they have worked to amend South Jordan City's Municipal Code to promote a sustainable, affordable, and suitable living environment in the City. During the previous program year, updates were made to requirements for creating accessory dwelling units in single family neighborhoods. These changes to ADU regulation have made the process of building and owning an ADU in South Jordan much simpler. In turn, this will hopefully promote an increase in affordable housing options for low- and moderate- income persons in the City. Due to land availability and market prices, this is currently the strongest strategy in the City, other than RDA funds, for creating new affordable housing units. These changes also bring the City in line with new State requirements. The City issued 40 permits for accessory living units during the year, up from 25 the previous year.



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

Prior to the 2016-17 program year, the majority of CDBG funding served the needs of seniors in the community. The 2016-17 program year started a transition away from seniors and included a focus on some of the needs in the City's neighborhoods. The majority of the 2022-23 funding was allocated to constructing new ADA ramps that were identified to be non-compliant to current regulations. During this program year Staff continued to improve communication for the identification of several other LMI area infrastructure projects that serve an LMI area specifically rather than disabled adults in general. Through these projects, the City is working harder to identify needs in these areas that may be underserved and better met the goals of CDBG. Three projects have been completed and one more is in progress currently.

*In order to better advertise what services are available, the CDBG Coordinator used utility billing addresses to create an email list of those living in our LMI areas. By pairing addresses within these areas to an email list, the City can now email specifically to this group of 1706 residents. We use a ConstantContact email newsletter to go directly to those who may be qualified for services. It is still an obstacle to reach residents in these areas who do not use an email address for their water bill. The LMI areas also contain several apartments and condos that pay utility bills through some type of HOA. In these cases, we have asked property managers to pass on the information, though this continues to be an obstacle to reaching qualified individuals directly. So far, the LMI area newsletter has had an open rate of 54.9% and a click rate of 4%. Only 5 individuals have unsubscribed so far.*

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

Based on Census data and City estimates, over 90% of all housing within the City has been built since 1978, so lead-based paint is not considered to be a widespread concern in the City. For similar reasons, the Salt Lake County Health Department has recently discontinued testing and remediation programs. The focus of the Health Department is now on education. Residents of South Jordan can access Health Department information at [www.slcohealth.org/programs/leadFreeKids/index](http://www.slcohealth.org/programs/leadFreeKids/index).

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

The City of South Jordan has a relatively wealthy population. According to census data, the median income is \$106,824 and an estimated 2,324 residents (2.9%) live in poverty. As such, most efforts this program year have focused on preventing further poverty.

The 2020-24 Consolidated Plan includes a goal of supporting training, prevention & education programs. This goal was added to encourage CDBG-supported projects that result in the reduction of poverty-level families. No activities were undertaken this year that focused solely on that goal, however South Jordan is working to develop a rental assistance program through their RDA program.

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

The City continues to strive to improve its program. In April of 2022, David Mann was appointed the CDBG Coordinator. He had been in that position for two years prior to the appointment of Katie Olson. Mrs. Olson put in an extensive amount of work to create greater functionality, stability, and efficiency in the administration of the CDBG program for South Jordan. She has moved on to another position within the city, but still remains a valuable asset to the current coordinator. With the reappointment of Mr. Mann as coordinator, he aims to pick up where Mrs. Olson left off and continue to build and improve the CDBG program for South Jordan. Work will continue on reviewing and updating policies, however, the actions made by the previous coordinator have made the CDBG program significantly more robust than ever before.

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

The City's CDBG Coordinator has been attending a monthly non-profit coordination meeting hosted by NeighborWorks in Salt Lake City. The meeting is a time for all cities and nonprofits who deal with home repair programs and other similar activities to discuss what they are doing currently. Despite the City's limited home repair program, this meeting has provided the City with deeper connections and awareness of needs being addressed in the surrounding cities. It has also provided opportunities to collaborate on best practices and referrals for clients in need.

Thanks to provider outreach conducted in preparation for the 2020 Consolidated Plan, the CDBG Coordinator now has close contacts with each public service provider. Those connections will continue to be strengthened through regular contact.

The City's involvement with the HOME consortium has also provided opportunities to build relationships with a wider range of housing and service providers in the region. Meetings are beginning to transition back to in-person meetings due to the relaxation of restrictions enacted during the recent pandemic.

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

The Regional Analysis of Impediments to Fair Housing Choice (2014) identified the following three impediments specific to South Jordan:

- Housing plan fails to address affordable rental housing
- Large single-family lots
- Absence of rent-assisted family rental units.

During the program year, the City issued permits for 40 accessory dwelling units. The ADU ordinance was revised last year to improve simplicity and fairness of application. An increase of 15 ADU's compared to last year demonstrates that this is a significant step towards encouraging rental units in areas of the City where land is not available for new builds.

During the 2022 program year the City *permitted 2,153 dwelling units in the Daybreak community*, the majority of those permits consist of small-lot single family and townhomes. Though housing prices are still rising rapidly in the Salt Lake area, these additional units are a step towards supply issues and are moving the needle on the number of large single-family lots in the City.

The City continues to participate in the local HOME consortium, which directly funds regional projects that include support for existing rent assisted units and the development of new units.

*The RDA-funded workforce housing project is a step toward this impediment. Nine townhome units were added as deed-restricted affordable housing, funded by the RDA. Two units are now filled, with five more slated to close in a few weeks.*

Additionally the City has reduced parking requirements for transit-oriented development and is planning and creating opportunities for mixed-use development near transit that includes affordable housing.

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## **CR-40 - Monitoring 91.220 and 91.230**

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

In 2015, the City adopted a monitoring plan that includes the following:

- Committee Tours, with a goal of 2 per year
- Quarterly Reports, at the end of each quarter
- Desk Reviews, with a goal of an annual review for each subrecipient that assigns a risk category
- In-Depth Reviews, scheduled as needed based on risk categories determined by desk reviews

Since the new CDBG Coordinator came on board, Quarterly Reports have been the primary monitoring tool due to time available for the program as well as the added workload of CDBG-CV grants. All subrecipients, including CDBG-CV services, are required to submit reports through a ZoomGrants template. They are required to include a narrative description of any successes and obstacles, in addition to full counts of beneficiaries broken out by race, ethnicity, income, and type of service. The CDBG Coordinator monitors these for any red flags. Any discrepancies in reporting are resolved with the subrecipient; often, they are required to resubmit reports until all reported accomplishments match up and check out. These types of on-going quarterly checks have taken precedence over desk reviews.

Due to COVID, most site visits have been canceled. As we continue to transition into everything resuming back to normal operations post-pandemic closures, committee tours will resume this program year with the same goal.

Hard cost projects are completed in partnership with the City's Engineering Department and use regular check-ins with project managers, rather than a quarterly report since accomplishments don't happen until the end of the project.

For CDBG-CV, significant effort was put into educating applicants on requirements up front. A webinar along with detailed application materials were given to applicants. Translation services were offered as well. As with the CDBG grant, all CV recipients do quarterly reports and follow the same policies as above. With only one open project, the added workload of managing the CDBG-CV funds will be greatly reduced and more time and effort can be dedicated to the regular CDBG programs.

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

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

The City's Citizen Participation Plan (April 2020) identifies the process for plan and report preparation, was reviewed regularly throughout the program year, and was followed in preparing the 2022 CAPER. A public hearing to approve the CAPER was held on October 17, 2023, at the South Jordan City Hall. This public hearing is also advertised as a time for residents and interested parties to comment on general community needs that can be addressed in the 2023-24 program year. The draft of the CAPER and the Citizen Participation Plan were available online, at three city buildings (City Hall, the Public Works Building, and the Community Center), and by request from September 30 to October 30. On August 19, a public notice of the hearing and CAPER availability was issued on the City's website and the Utah Public Notice website. On August 20 and 22, public notices were also printed in two major newspapers. Press releases announcing the hearing and CAPER draft were sent to 33 news outlets on August 24. *An email announcing the hearing and draft were sent to the City's list of parties with an interest in CDBG and to the City's LMI area email list, 1819 addresses; 1061 recipients opened the email, 60.9% open rate. Prior to the hearing, three social media posts were made on Facebook and Twitter; text targeted all residents and also specifically those with an interest in ADA ramps.*

## **CR-45 - CDBG 91.520(c)**

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

The City did not change any program objectives during the program year. However, looking forward to future years, there may be a need for changes. In general, demand from residents for public services has been lower than anticipated. This is particularly true for the COVID services.

Resident surveys in the past have often requested mental health services through CDBG. As such, the goal of supporting mental health programs and resources was added to the 2020 Consolidated Plan. The City awarded \$7,500 in CV funds to a local counseling center to provide sessions for LMI residents affected by COVID. Despite interest on past surveys for this service, getting the word out and finding residents who meet the income requirements has been challenging. So far, only 4 sessions were held by the center with no other sessions scheduled. The remaining funds that were awarded have been reallocated to another programs that still has use for the funds.

Due to the small amount of money the City receives, future allocations need to be more focused with fewer goals. Making infrastructure improvements (such as ADA ramps) is the most reasonable use for our size of grant. While housing goals have been included in the Consolidated Plan, these are unlikely to be met through CDBG funds.

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

No

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

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No

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

## CR-58 – Section 3

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

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

Table 8 – Total Labor Hours

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



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

## Narrative

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