

CITY OF
SPRINGFIELD, MISSOURI

CONSOLIDATED ANNUAL PERFORMANCE
AND EVALUATION REPORT

FY 2011

September 26, 2012



September 26, 2012

Ms. Dana Buckner
Office of Community Planning and Development
U.S. Department of Housing and Urban Development
Kansas/Missouri Office
Gateway Tower II, 400 State Avenue
Kansas City, KS 66101-2406

Re: 2011 Consolidated Annual Performance and Evaluation Report

Dear Ms. Buckner:

Enclosed for your review are four copies of the above-referenced report for Springfield's CDBG and Home program activities for the period beginning July 1, 2011 and ending June 30, 2012.

Thanks to you and your staff for your continuing assistance in helping Springfield to carry out these valuable programs. Please contact Brendan Griesemer, Planning and Development Manager at 417-864-1695 if you have any questions or need any additional information.

Sincerely,

Greg Burris
City Manager

Enclosures

CITY OF SPRINGFIELD, MISSOURI

2011 CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT

This narrative is submitted in response to the requirements of 24 CFR 91.520 and related statutes, providing a summary of progress by the City of Springfield, Missouri in carrying out its 2011 action year components of its Consolidated Plan.

EXECUTIVE SUMMARY

Rental Housing Rehabilitation and New Construction (City's HOME and CDBG program) result as follows: 10 Projects were completed adding 19 rental units to the affordable housing inventory as follows: 3 rehabilitated rental units that were foreclosed houses acquired with NSP funds and rehabbed with HOME funds for energy-efficiency and low maintenance; plus 16 new construction units most of which obtained the Energy-star rating. Work was started on another 5 units (3 new construction units and 2 rehab units) and these projects are well on the way to completion. Rental housing demand seems strong and keeps our HOME units occupied with less than 6% vacancy rates among all our landlords; vacancies typically are for short periods of time in order to refresh the home for the next tenant. There has been increased interest from developers who are seeking to develop affordable multi-family rental housing or transitional housing projects using the City's HOME or CDBG funds along with HOME and Tax credits from the Missouri Housing Development Commission (MHDC). These projects are of longer term and will show up in future CAPER reports. These projects and some remaining efforts with rehabilitation on 10 NSP units have resulted in slightly lower numbers for HOME units produced this FY.

Owner-occupied housing values have suffered some with property value declines; fortunately Springfield did not experience major housing price increases so the decreases are moderate compared with other parts of the country. Several owners who intended to sell are reluctant to do so since the property values leave them with little or no equity. Comparable sales values that we obtain from project appraisals are often lower than expected. This has increased the request for financial assistance to improve the habitability and longevity of their homes and living conditions. Conditions of the properties vary greatly from substandard to average condition. The energy efficient homes are very desirable when they are completed. We began a major rehab project for an elderly homeowner this year with CDBG funds. This is augmented by our Emergency Home Repair Program discussed in a separate paragraph below.

Economic Development was fostered by making eleven Business Incentive Loans. FY 2012 was the fourth year for the Business Incentive loans which provide working capital for microenterprise and special economic development qualifying applicants.

Center City priorities through the Urban Districts Alliance include the provision of funding for streetscape improvements.

Public Service and two housing projects are delivered by non-profit organizations for a variety of assistance including summer and after school youth programs, food, education, minor housing repair and energy conservation measures, property acquisition for housing, and mentoring. See IDIS Activity Summary in the final section of this report for project details.

2011-2012 Weller Neighborhood Improvement Program

The Weller Neighborhood Improvement Program (WNIP) was an 18-month multi-departmental neighborhood improvement program which targeted city services and resources towards increasing and enhancing the level and efficiency of City and community services in the Weller Neighborhood. The City identified Weller as a neighborhood in need, where record foreclosures and decreasing homeownership were threatening the historically stable owner-occupied neighborhood.

Over the course of the program the City and partnering agency Community Partnership of the Ozarks worked closely with the organized Weller Neighborhood Association. The neighborhood was determined to battle an influx of criminal activity and blight that threaten the quality of life in the Weller Neighborhood.



In particular, the program directed resources toward increased crime prevention and code enforcement activities in resident identified areas of the neighborhood. Community Partnership of the Ozarks provided support to the City and Neighborhood in an attempt to arrest the deterioration of the neighborhood, increase the interaction among residents and to increase the sense of community in the Weller Neighborhood. In addition to working in the Weller Neighborhood, the program included funding for

residual crime prevention activities in three neighborhoods (West Central, Grant Beach and Robberson) which were previously targeted for crime reduction and neighborhood improvement in 2009-2011. The WNIP will officially end in December of 2012 with the conclusion of a number of additional programs and events similar to those referenced in this report. Below are a few of the outstanding statistics that are results of the efforts:

- Conducted a neighborhood assessment, surveying and requesting assistance for, and from, residents on perceived problems and needs within the boundaries of the Weller Neighborhood Service Area.
- The Weller Neighborhood Association grew in a number of ways over the last year, adding at least 21 new members, two new board members, adopted new by-laws and established dues and new responsibilities for board members.
- Hosted over 5 Neighborhood Team meetings, which organized City staff from the Police Department, Building Development Services, Public Information Office, Neighborhoods/Planning and Community Partnership Staff to assist residents in cleaning-up chronic and blighted properties in the Neighborhood.



- Completed 46 neighborhood service projects, 22 properties cleaned-up, 6 homes were painted, in which 437 volunteers participated, totaling 2,046 hours of service and \$1,500 in in-kind materials (paint, landscaping, supplies, etc.) were donated, a private sector labor value of \$44,582.
- Resolved 257 (service requests) for reported blighted and nuisance property issues.
- Funded a neighborhood clean-up event, in which 22 neighborhood volunteers and program staff donated 114 hours of volunteer time to collecting 6 tons of bulk trash, 2 dumpsters of brush and 1,000 lbs. of scrap metal from 36+ households in the Weller Neighborhood.
- CPO orchestrated 6 educational events in the Neighborhood focusing on safety and crime prevention, including a bullying prevention presentation by two police officers specifically for 3rd, 4th and 5th grade students at Weller Elementary; 175 students in attendance.
- Community Partnership of the Ozarks organized a Landlord Training session, in which 14 landlords from the Weller Neighborhood were in attendance, in addition to 56 from outside the neighborhood. The training promoted best practices, tenant screening, rental agreements, legal advice and neighborhood resources available to landlords in the City.
- The Police Department identified 29 new participants in the Advanced Neighborhood Watch Training Program in the last year.
- Local authorities and Community Partnership staff collected 341 lbs. of prescription and over-the-counter medication from two prescription take back events.
- The Police Department made 21 misdemeanor arrests and 14 felony arrests related to 35 drug, liquor, criminal or code violations.
- On 4 separate occasions, the Police conducted surveillance and served search warrants which recovered over 80 grams of methamphetamine, in addition to marijuana, miscellaneous narcotics (pills), stolen property, weapons and \$1,000 in U.S. currency.
- Conducted surveillance on numerous areas and properties reportedly involved in drugs, theft and prostitution rings, as tipped-off by neighborhood residents.
- Issued 15 criminal summonses, received 28 calls for service (911) and responded to 84 calls for suspicious persons.
- Foiled an armed residential robbery, in which 5 suspects were apprehended in the West Central Neighborhood.
- Logged 142 instances of citizens contacting the COP officers directly, increasing the level of communication with the neighborhood residents and neighborhood associations in all four neighborhoods.
- Initiated 115 + traffic stops, 41 traffic summonses, 67 traffic warnings and 13 parking violations.
- Based on requests from residents, the City's Public Works Department constructed approximately 2,300 linear feet of sidewalks, related ramps and graded, mowed, and cleaned-up numerous alleys.



SUMMARY OF RESOURCES AND DISTRIBUTION OF FUNDS

During the past Action Plan Year, \$1,218,827 in CDBG and \$963,210 in HOME grant program funds were appropriated by Springfield City Council to meet housing rehabilitation and new infill housing development needs as the City's top priority. A total of \$297,005 was allocated toward public service projects.

ASSESSMENT OF FIVE-YEAR GOALS & OBJECTIVES

The top Consolidated Plan priority is its housing component. Other priorities are to provide funding for assistance for small business development and commercial building rehabilitation in the Center City Area and to maintain staff capacity for development and implementation of plans and planned activities.

In order to establish continuity and provide a positive incentive for private investment in Center City, a static funding commitment of \$1.5 million was made under the Consolidated Plan for the five-year period. Remaining on target, one-fifth of this amount was appropriated for Center City priorities during the program year as described below.

Locally established objectives for meeting priorities are as follows:

- Leveraging
- Targeting
- Self-sufficiency
- Cost Benefit
- Citizen Involvement

Leveraging is further discussed below and best evidenced in continued funding for the Small Business Development Loan Program. High benefit to cost is demonstrated in each of the funded activities with the projects described in the IDIS Activity Summary in the final section of this report, for the program period. Although the public service activities are generally city wide in scope, most projects undertaken are limited to the established target area which is composed of Springfield's low and moderate income census tracts. This is a geographic area generally bounded by Grand on the South, the West By-Pass on the West, the northern City limits, and Glenstone Avenue on the East. It is composed of Census Tracts 1, 2, 5, 6, 7, 8, 17, 18, 19, 20, 21, 31, 32, 33, 36 and 55. Citizen involvement is evidenced in the selection of projects for CDBG funding.

The heavy emphasis on loan programs is the result of efforts to achieve a degree of self sufficiency. All HOME project funds and nearly half of CDBG project funding are budgeted for income generating activities, resulting in substantial HOME program income and CDBG revolving loan return of principal and interest.

The Department of Planning and Development has a work program that benchmarks activity and denotes overall progress in implementing the loan programs of the City. This is the agency responsible for carrying out Consolidated Plan activities. Progress reports are compiled and reviewed on a quarterly basis. The Department also has a monthly progress report for CDBG on the financial status of its programs. As an internal monitoring tool, these devices and other special periodic internal tracking mechanisms are used to gauge program activity and expenditures and raise flags for corrective action if necessary. The City also monitors its HOME progress based upon the HUD generated snap-shot and red flag reports.

Thirty-six new jobs were created through the Small Business Development Loan Program. Thirteen new jobs were created through the Section 108 Loan Guaranty Program are shown on the Section 108 form.

Significant progress was made towards the City's objective to meet the housing needs of low-moderate income households through effective public service providers and City housing grants/loans as outlined in the Action Plan.

AFFIRMATIVELY FURTHERING FAIR HOUSING

The City performed its Analysis of Impediments to Fair Housing Choice (AI) in December 1996 and it was adopted by action of the City Council on January 6, 1997. Goals and Timetables were established and submitted to the HUD Kansas City Office of Fair Housing and Equal Opportunity (FHEO) in December 1998. A ten-year update to the AI was completed in July, 2006 with a copy forwarded to FHEO. As specified in the AI, the chief responsibilities for adherence to goals and reporting under the AI are placed with the Mayors Commission on Human Rights. A summary of fair housing accomplishments toward meeting the goals identified are attached to this narrative report. The Mayor's Commission on Human Rights is supported by a staff member of the Planning and Development Department on a part time basis. At HUD's suggestion, the City requested that the Springfield Housing Collaborative invite the Commission to participate in the organization. The Housing Collaborative extended that invitation and accepted by the Commission, which is now serving as an active Collaborative Committee to promote universal design.

Affirmative marketing of HOME and CDBG assisted rental units has resulted in extraordinarily high numbers of minority occupied housing. Out of 291 total households assisted, 38 percent were occupied by minorities with African American families composing 76 percent of minority households. This is particularly impressive in view of Springfield, Missouri's total minority population being 4.1% percent.

AFFORDABLE HOUSING

The City of Springfield, Missouri has two principal components to its Consolidated Plan; the Community Development Block Grant (CDBG) Program and the HOME Investment Partnerships Program (HOME). The two grant programs are the funding mechanisms for the City's Comprehensive Housing Assistance Program. This Program provides for housing production loans in the City's target area. CDBG principally funds homeowner and single-family rental rehabilitation and special residential housing projects that do not necessarily fit HOME Program guidelines, such as assistance for rehabilitation of group homes and homeless shelters. HOME principally funds rental housing rehabilitation and new construction of rental housing units. The major overview of these programs and performance of same is contained on its IDIS activity reports for the fiscal year. The HOME Program has a separate narrative and description of activity and is submitted as a part of this report. There were several subrecipient programs for minor housing repairs with their beneficiaries listed in respective portions of IDIS Activity Summary. HOME Program rent rolls, as shown on the household income data recap which is attached to the HOME segment of this report, depict the City's progress in providing affordable housing to lower-income populations at affordable rents.

CONTINUUM OF CARE

Nonprofit corporations continue to provide the bulk of assistance to the City's homeless population. The City of Springfield remains an active participant in the Continuum of Care

Strategy Committee and Housing Collaborative of Community Partnerships of the Ozarks. These are the organizations that survey special populations needs and identify and obtain financial resources. During the past program year \$894,591 in renewal funding and \$47,452 a new bonus project has been obtained for ongoing Continuum of Care activities.

The City made application and received funding from the Emergency Shelter Grant Program through the Missouri Division of Family Services. A total of \$142,333.51 was awarded during the program year to be passed on to two shelter providers: The Harmony House and the Salvation Army. Funding was spent on eligible expenses.

In response to a citizen's committee recommendation, the City provided CDBG funding to staff a Centralized Intake program. This program is provided through The Kitchen, Inc. who provides a centralized calling and intake center to provide and refer people requiring homeless assistance.

OTHER ACTIONS

HAS Properties, the Housing Authority of Springfield, Missouri, has continued its substantial progress in implementing its public housing capital improvement goals despite a 21% decrease in federal funding. The Capital Fund Plan and City of Springfield Consolidated Plan five-year planning periods coincide. The City has found the local housing authority to be well managed and its properties well maintained.

LEAD-BASED PAINT

The City/County Health Department has had an ongoing lead-based paint abatement program since 1975. Last year more 3,519 children were tested with less than one percent found to have elevated blood levels requiring abatement and follow up testing. The Health Department provides hazard identification and testing services for the City's HUD funded housing rehabilitation program. The Planning and Development Department also provided literature to various neighborhood organizations for public awareness of lead-paint hazards.

LEVERAGING RESOURCES

Through its Small Business Development Loan Program, the City has been able to leverage private sector investment substantially with City CDBG financial assistance. A total of \$4,705,139 in private lender funds and owner contributions was directly leveraged by the Small Business Development Loan Program over the past twelve months. CDBG revolving loan and program income and HOME program income was \$2,103,529.47 during the program year which is recycled into additional loan activity. The HOME Program Narrative addresses private sector leveraging.

CITIZEN COMMENTS

Availability of the Consolidated Plan Reports and notice of the public hearing on the CAPER was advertised in the Springfield News-Leader on September 7, 2012. With the Citizen Advisory Committee for Community Development presiding, a public hearing on the CAPER was held on September 25, 2012. One citizen attended. There were questions from the committee. No changes were recommended.

Two public hearings were held at various states of the Action Plan process. There were no speakers present from the general public at either of these events. In addition to the public hearing discussed above, a public hearing was held on February 6, 2012. At that meeting there were twenty-four presentations covering 24 CDBG and HOME proposals.

SELF EVALUATION

As stated above, the City has several tools for evaluation of progress and comparison with stated goals, such as its periodic internal reports. Additionally, the IDIS generated reports provide a barometer of CDBG and HOME program accomplishments and activity. Overall, progress on planned activities had expenditures of \$2.8 million in CDBG funds. Approximately \$2.1 million was generated in the CDBG revolving fund, program income, and the HOME program income. The City of Springfield has never failed to meet its timeliness obligations for the expenditure of CDBG funds.

HOME Program commitments and expenditures indicate an ongoing demand for rehabilitation and new construction financing. Aggressive affirmative marketing of HOME assisted units resulted in nearly 30 percent minority occupancy. In keeping with targeting philosophies, 68 percent of HOME assisted units are occupied by families at 50% or less of median family income and 10 percent of assisted families are below 30% of median family income.

Expenditures are reconciled to disbursements. The Financial Summary and Reconciliation of Financial Summary are attached for detail on expenditures for FY 2011 activities.

The City has provided timely notifications through the print media to allow sufficient opportunity at all phases of the program for public review and citizen comment, as called for in its adopted Citizen Participation Plan.

On the CDBG side, planning and administrative expenditures were limited to 19.92% of total expenditures for the program year. Public service activities were capped at 14.9%. Overall expenditures resulted in program benefit of 81.52% of available funding being spent on low and moderate income persons.

MONITORING

The City of Springfield has monitoring procedures with regard to funds provided by HUD and will provide training to new program participants on program procedures and requirements to ensure long-term compliance with program requirements and comprehensive planning requirements. The City's Department of Planning and Development will be responsible for the reporting, monitoring and compliance of all agencies using CDBG, HOME, and ESG funds, in accordance with HUD regulations.

City programs will be on contracts, which are approved by the City Attorney and assigned contract numbers by the City Clerk's Office prior to their use. Contracts will contain a detailed plan that outlines the goals and objectives against which the subrecipient's performance will

be measured. The contracts are mailed to the agencies for their review prior to being executed.

Monitoring the subrecipients provides a basis for accessing a program operation and identifying problems. The monitoring procedures are designed and implemented to assure the following:

All local, state and federal policies and regulations are followed:

- Charges against the projects are eligible costs and in accordance to applicable regulations and the grant agreement. Desk monitoring is completed for all requests for reimbursement from each subrecipient. Each request is required to complete a form regarding beneficiary information and submitted at a minimum on a quarterly basis.
- Projects are managed and carried out in a timely manner.
- Programs have procedures in place to protect against fraud.
- Subrecipients remain capable of fulfilling the scope of their agreement.

Annual on-site monitoring visits of project and program activities are conducted. The visit reviews the program for compliance or non-compliance with national objective and eligibility, conformance to the subrecipient agreement, record- keeping systems (570.506), financial management systems [85.20 (local governments) and 84.21-28 (non-profits)], insurance, procurement, and non-discrimination and actions to further fair housing requirements.

SECTION 3

In addition, the City has taken several steps toward developing an effective Section 3 program:

- Formed a partnership with the Housing Authority of Springfield, Urban Districts Alliance and the Missouri Career Center in an effort to identify Section 3 residents, provide training and employment opportunities.
- The group met and held a series of information meetings whereby contractors and potential employers were provided with Section 3 regulations and information about programs of the Missouri Career Center to provide financial incentives to hire Section 3 residents.
- Insure that grant sub-recipients also are keeping employment records regarding their hiring practices.
- Even though there was not a great deal of hiring by Section 3 covered contracts, the City promotes voluntary participation in the effort to employ Section 3 residents for non-covered projects.

Another example of training is the partnership between the City, the Ozarks Technical Community College (OTC) and the State of Missouri Division of Youth Services Youth Training Program. OTC provided the training and partial oversight to train at-risk youth who are in the Missouri Department of Social Services, Division of Youth Services program who worked on City rehabilitation projects.

These youth will learn a skill and be more prepared to enter the work force when they are released from the State program.

Part II: Contracts Awarded

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$
B. Total dollar amount of contracts awarded to Section 3 businesses	\$
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	%
D. Total number of Section 3 businesses receiving contracts	

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	\$
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$
C. Percentage of the total dollar amount that was awarded to Section 3 businesses	%
D. Total number of Section 3 businesses receiving non-construction contracts	

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low- and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Section 3 Summary Report

Economic Opportunities for
Low – and Very Low-Income Persons

U.S. Department of Housing
and Urban Development
Office of Fair Housing
And Equal Opportunity

OMB Approval No: 2529-0043
(exp. 11/30/2010)

HUD Field Office:
Kansas City, KS

Section back of page for Public Reporting Burden statement

1. Recipient Name & Address: (street, city, state, zip) City of Springfield, Missouri 840 N. Boonville Avenue PO Box 8368 Springfield, MO 65801	2. Federal Identification: (grant no.) M-11-MC-29-0202	3. Total Amount of Award: \$1,218,827
	4. Contact Person Bob Jones	5. Phone: (Include area code) (417) 864-1593
	6. Length of Grant: Annual Grant	7. Reporting Period: July 1, 2011 thru June 30, 2012
8. Date Report Submitted: 09/17/12	9. Program Code: (Use separate sheet for each program code) 7	10. Program Name: CDBG

Part I: Employment and Training (** Columns B, C and F are mandatory fields. Include New Hires in E &F)

A Job Category	B Number of New Hires	C Number of New Hires that are Sec. 3 Residents	D % of Aggregate Number of Staff Hours of New Hires that are Sec. 3 Residents	E % of Total Staff Hours for Section 3 Employees and Trainees	F Number of Section 3 Trainees
Professionals					
Technicians					
Office/Clerical	10	9	10	10	0
Construction by Trade (List Trade					
Trade					
Trade					
Trade					
Other (List)					
Laborers	14	12	15	15	1
Total	24	21	25	25	1

* Program Codes
1 = Flexible Subsidy
2 = Section 202/811

3 = Public/Indian Housing
A = Development,
B = Operation
C = Modernization

4 = Homeless Assistance
5 = HOME
6 = HOME State Administered
7 = CDBG Entitlement

8 = CDBG State Administered
9 = Other CD Programs
10 = Other Housing Programs

Part II: Contracts Awarded

1. Construction Contracts:

A. Total dollar amount of all contracts awarded on the project	\$	455,419
B. Total dollar amount of contracts awarded to Section 3 businesses	\$	423,884
C. Percentage of the total dollar amount that was awarded to Section 3 businesses		91 %
D. Total number of Section 3 businesses receiving contracts		9

2. Non-Construction Contracts:

A. Total dollar amount all non-construction contracts awarded on the project/activity	\$	2,016,405
B. Total dollar amount of non-construction contracts awarded to Section 3 businesses	\$	180,000
C. Percentage of the total dollar amount that was awarded to Section 3 businesses		9 %
D. Total number of Section 3 businesses receiving non-construction contracts		5

Part III: Summary

Indicate the efforts made to direct the employment and other economic opportunities generated by HUD financial assistance for housing and community development programs, to the greatest extent feasible, toward low-and very low-income persons, particularly those who are recipients of government assistance for housing. (Check all that apply.)

- Attempted to recruit low-income residents through: local advertising media, signs prominently displayed at the project site, contracts with the community organizations and public or private agencies operating within the metropolitan area (or nonmetropolitan county) in which the Section 3 covered program or project is located, or similar methods.
- Participated in a HUD program or other program which promotes the training or employment of Section 3 residents.
- Participated in a HUD program or other program which promotes the award of contracts to business concerns which meet the definition of Section 3 business concerns.
- Coordinated with Youthbuild Programs administered in the metropolitan area in which the Section 3 covered project is located.
- Other; describe below.

- a. Bi-monthly ads in local minority newspaper
- b. Re-established liaison with the Public Housing Authority Section 3 representative for cross-advertising to PHA residents.
- c. Loan officer conducted briefing at major construction loan closings to assure a better understanding of Section 3 --looking for ways to recruit employees.
- d. Briefed 14 organizations on the availability of Section 3 employees through Missouri Career Center with additional payroll assistance options as well.

Public reporting for this collection of information is estimated to average 2 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not collect this information, and you are not required to complete this form, unless it displays a currently valid OMB number.

Section 3 of the Housing and Urban Development Act of 1968, as amended, 12 U.S.C. 1701u, mandates that the Department ensures that employment and other economic opportunities generated by its housing and community development assistance programs are directed toward low- and very-low income persons, particularly those who are recipients of government assistance housing. The regulations are found at 24 CFR Part 135. The information will be used by the Department to monitor program recipients' compliance with Section 3, to assess the results of the Department's efforts to meet the statutory objectives of Section 3, to prepare reports to Congress, and by recipients as self-monitoring tool. The data is entered into a database and will be analyzed and distributed. The collection of information involves recipients receiving Federal financial assistance for housing and community development programs covered by Section 3. The information will be collected annually to assist HUD in meeting its reporting requirements under Section 808(e)(6) of the Fair Housing Act and Section 916 of the HCDA of 1992. An assurance of confidentiality is not applicable to this form. The Privacy Act of 1974 and OMB Circular A-108 are not applicable. The reporting requirements do not contain sensitive questions. Data is cumulative; personal identifying information is not included.

Report from Springfield, Missouri

Mayor's Commission on Human Rights & Community Relations

September 2012

The following is the yearly update to the Analysis of Impediments on behalf of the Mayor's Commission on Human Rights and Community Relations. After budget cuts, loss of staff in 2009, and development of a new strategic plan for the commission, the Mayor's Commission once again began accepting complaints and investigating cases in 2010. The number of complaint calls and the number of cases handled have been increasing. From August 2011 to August 2012 the Mayor's Commission on Human Rights and Community Relations received 285 calls. This is an increase of 185% over the previous 12 months.

The Commissioners have also been active publicizing the presence and importance of the commission in the City of Springfield and informing the public of prohibitions on discrimination in housing, employment, and in public accommodation. Commissioners have also been actively informing the public of their activities and services. In the past year the commission has established a sub-committee to investigate the problems faced by released felons looking for work, housing, and public accommodation. Also during the past year the commission has initiated an amendment to its ordinance to add sexual orientation and gender identity as protected classes for employment, housing, and public accommodation. Their efforts are in line with recent HUD policies. These amendments are currently before the Springfield City Council for a vote. As a result of these are other activities within the community, the numbers of information calls and complaint calls have risen dramatically in the past twelve months. Also as a result, the number of complaint cases investigated has increased. Undoubtedly, the severe economic recession has also contributed to the number of calls and complaints – specifically complaints concerning employment issues.

In the past twelve months the Mayor's Commission on Human Rights and Community Relations has received 285 calls. Of these, only 12 were calls dealt with housing issues. The vast majority of calls during the previous twelve months concerned employment issues. The number of housing calls actually fell from 19 (August 2010 to August 2011) to 12 (August 2011 to August 2012). Commissioners and staff members are working hard to publicize the work of the commission and to encourage citizens to come to the commission with complaints of discrimination in housing and illegal treatment.

Because of the dramatic increase in complaint calls and cases investigated, the Commission is working toward having the maximum number of Commissioners appointed by the Mayor of Springfield. During the year the Commission reached its full contingent of 15 Commissioners. However, recent resignations have lowered the number to 12. By ordinance, the Commission can have between 9 and 15 Commissioners.

The members of the Mayor's Commissioner on Human Rights and Community Relations are active in a number of groups in the city that work for fair housing. The groups that the commissioners work with are:

- NAACP
- SW Center for Independent Living
- Springfield's Continuum of Care
- Springfield's Housing Collaborative
- Springfield chapter of the Missouri Association for Social Welfare (MASW)
- Missouri Association for Social Welfare Human Rights Task Force (in Jefferson City)
- Springfield's Homeless Task Force
- Springfield's Community Partnership of the Ozarks' Affordable Housing sub-committee
- Planning groups working on the City of Springfield's Strategic Plan (such as Global Perspective/Diversity and Housing)
- Better Business Bureau
- Women in Need in the Ozarks
- Organizations supporting seniors in the community

The Commissioners have been active in the community informing the public of citizen rights and landlord responsibilities. They have stressed the role the commission can play in dealing with housing complaints. Commissioners' activities during recent months include:

- Staffing a table and giving out information at the Springfield Multicultural Festival. The event is part of the community-wide celebration of the Dr. Martin Luther King, Jr. Holiday. Admission is free and the event is open to everyone. The Mayor's Commission on Human Rights and Community Relations was one of over 50 exhibiting organizations and gave brochures on fighting discrimination and ensuring fair housing to many people.
- Participating in the Martin Luther King march in Springfield (and handing out fair housing brochures and other information).
- Placing advertisements for the commission annually in the NAACP publication, monthly in the *Community Free Press*, year-round in *UNITE* (a minority publication in Springfield), in several issues of the *Springfield News-Leader*, and in *417 Magazine*. The purpose of the advertisement was to inform the community about the commission's presence and purpose in Springfield. The advertisement explains that the Commission will help citizens with complaints about discrimination in housing, employment, and public facilities.
- Setting up and manning booths (handing out information and business cards) at:
 - Pride Fest
 - Juneteenth
 - Cinco de Mayo
- The Commission held a "Meet and Greet" on Human Rights Day (December 10, 2011)
- Commissioners also spoke to neighborhood organizations on fair housing issues.
- Meeting with a local organization that helps homeless veterans
- Attending events related to fair housing:
 - A fair housing workshop led by the Missouri Human Rights Commission
 - Monthly meetings of the Springfield Housing Alliance, a group addressing issues of adequate, affordable, and accessible housing.

- Establishing a subcommittee that is working to change the city's building codes to include universal design units in all HUD funded new construction and rehabilitation projects. These changes are intended to address the needs of the disabled.
- Placing more than 500 brochures describing the rights of citizens and the activities of the Mayor's Commission on Human Rights and Community Relations (investigating complaints of discrimination in housing, employment, and public accommodations). These brochures were placed in between 10 and 15 local businesses. It is the intention of the commissioners to continue to reach out to businesses and to display their literature in these businesses.
- Preparation of three 15-minute videos to be used to raise consciousness in the community about discrimination in housing, employment, and public accommodation. The videos also discuss using the Mayor's Commission on Human Rights and Community Relations to deal with housing complaints.
- Sending City Council a letter supporting the adaptive reuse of a large downtown building for affordable housing.
- Applying for and receiving a \$1,000 grant from the State of Missouri to support efforts to further fair housing. The money was used for commissioner training, printing brochures, and working with neighborhood organizations.

Members of the commission continue to attend training events to help them better serve the community's housing needs. Commissioner training during the past twelve months includes:

- Training on conducting investigations (given by the Missouri Human Rights Commission)
- A full day (a Saturday) of training with sessions by the Missouri Human Right Commission, the Springfield City Attorney's Office, Missouri State University, and Legal Services of Southern Missouri.
- Fighting Racism Training (through the Springfield Chamber of Commerce).
- Diversity Training (Missouri State University)
- Training on the Missouri Sunshine Law

Foreclosures

During 2011 - 2012 the City continued to monitor foreclosure problems in Springfield. A community land trust was used to acquire foreclosed housing units through the Neighborhood Stabilization Program. This program, being administered by the Springfield Community Land Trust (SCLT) has purchased homes and has performed rehabilitation on the houses as needed, and will sell the homes back to an owner-occupied resident. The land that the house sits on will remain with the land trust, thus creating permanent affordability for this property.

Housing Office Established

The City of Springfield has partnered with the Community Partnership to establish a Housing Office to address homelessness and other housing issues. The Housing Office is in the formative stages at the time of this report.

Communication

During 2011 and 2012 the Commission continued to implement the newly adopted strategic plan. The plan states that the commission will:

- Meet regularly with related groups
- Be a liaison to City Council
- Create public information/outreach initiatives for the community
- Sponsor workshops and training for members of the community
- Create a speakers bureau to provide speakers at training sessions and workshops
- Coordinate with other groups and agencies in the community to offer training

The Commission makes an effort to connect with speakers of languages other than English. If a language problem occurs, interpreters are available through the Hand-in-Hand Multi-Cultural Center or the universities in Springfield. The commission worked with representatives from Grupo Latinoamericano in the creation of the new strategic plan and continues to work with Grupo Latinoamericano. Fair Housing and Lending materials distributed through the Commission are available in English and Spanish. In addition, staff members serving the Commission are able to communicate in Spanish.

Affordable & Accessible Housing for the Disabled

During 2011 and 2012 a sub-committee of the Mayor's Commission on Human Right and Community Relations worked on changing city building codes to include universal design units in all HUD funded new construction and rehabilitation projects. Commissioners attended training on implementing universal design (to benefit disabled residents of the city) in residential units. Commissioners and former Commissioners also participated in efforts at the state level. One of the actions in the Commission's new strategic plan is to advocate for and advise City Council to adopt an ordinance including universal design principles/features in all newly built and rehabilitated affordable housing units funded by HUD, the Missouri Housing Development Funds, and a future city housing trust fund. Another action in the new strategic plan calls for the commissioners to advocate for and advise city council that a city ordinance require universal design features in any Springfield public facility.

Providing affordable and accessible housing for the disabled is recognized as an impediment to fair housing. It is being addressed by several groups within the City of Springfield including: City of Springfield, the Housing Collaborative, Urban Neighborhoods Alliance, OACAC, the Housing Authority of Springfield, and citizens working on the new Springfield Strategic Plan. In addition, the Southwest Center for Independent Living and the National Association for Mental Illness both maintain and print in their newsletters a list of apartments that meet the requirements of accessible and affordable housing. The Springfield Apartment Association also provides a list of affordable dwellings. The local Council of Churches and the Southwest Center for Independent Living will provide ramps and fixtures to accommodate persons already living in an apartment or home for no charge. The center will build wheelchair ramps, widen bathroom doorways, install grab bars, or provide smoke detectors with strobe lights for those who cannot hear. There are income guidelines for eligibility for this program.

Homelessness

The Continuum of Care, part of the Community Partnership, has a Homeless Count Task Force that is responsible for annual winter and summer counts of homeless persons, whether

sheltered or unsheltered. This data assists the Continuum of Care to meet HUD mandated reporting requirements and is presented to the community as a whole to increase awareness and to document need. Members of the Mayor's Commission on Human Rights and Community Relations have been involved with the work of the City's Homeless Taskforce and have met with a local agency working with homeless veterans. One of the cases investigated by the Commission in 2011 involved a homeless shelter in Springfield.

Housing Collaborative

In 2011-2012 Commissioners were involved in the Housing Collaborative. This is a task force under the umbrella of the Community Partnership of the Ozarks that has been in existence for over 12 years. The Collaborative continues to be a strong network of agencies, builders, and city officials to address the housing concerns in Springfield. Members work to advance knowledge on issues related to affordable housing and to create a forum for community-wide problem solving ensuring safe, affordable housing for elderly to youth and homeless to homeowner. The Housing Collaborative fulfills this mission through a committee structure maximizing the community resources sitting around the table, by allowing members to focus on the concerns they are most knowledgeable about and most skilled to address.

**COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)
GRANT NO. B-11-MC-29-0007
PROGRAM NARRATIVE**

ASSESSMENT ON THE USE OF FUNDS TO OBJECTIVES

The IDIS activity summaries which depict grantee efforts and accomplishments in carrying out its planned activities are provided. The attached financial summary for the CDBG Program depicts an accurate account of expenditures and fund balances for the fiscal year.

NATURE & REASONS FOR CHANGES IN PROGRAM OBJECTIVES

There were no substantial amendments or changes in program objectives that occurred during the program year.

SECTION 108 LOANS

One Section 108 loan was made during FY 2011. This project was based on the eligibility of slum and blight removal, therefore no job creation is required. The job creation on the attached Section 108 report is from prior year Section 108 loans.

EFFORTS TO CARRY OUT PLANNED ACTIVITIES

The City has fully endorsed and certified consistency with the Consolidated Plan every application for financial assistance requiring local approval which it has received during the program year period.

The City and HAS Properties, the local public housing authority, have worked together on the Comprehensive Grant, HAS Five-Year Plan, and the Consolidated Plan processes. HAS Properties provides housing vouchers on a priority basis to assist in replacement housing that may be necessary in carrying out Consolidated Plan activities.

NATIONAL OBJECTIVE COMPLIANCE

All funds were used to principally benefit low and moderate income persons and eliminate slums and blight. Under the principal benefit provision for the planned period 81.52% of funds spent, excluding planning and administration, went to projects of principal benefit to low and moderate income persons. Each individual project proposed for funding was reviewed by a four-person staff team to meet a national objective prior to being recommended for funding to the City Council.

MINIMIZING DISPLACEMENT

The City of Springfield has a longstanding anti-displacement policy created in 1994. As a result of adherence to the spirit of this policy, there has been no CDBG funded acquisition, demolition or conversion of occupied or occupiable real property during the program year. Consequently, no permanent involuntary displacement occurred.

Rental assistance and costs for storage were available for those persons being voluntarily or temporarily displaced under provisions adopted for the City's Comprehensive Housing Assistance Program. A maximum of \$1,600 is granted for this purpose when necessary, with any additional amounts required being eligible for inclusion as part of the CDBG rehabilitation loan.

ECONOMIC DEVELOPMENT ACTIVITIES

The City of Springfield, Missouri had 9 new loans for job creation activities during the program year (CDBG and Section 108). Attached to this narrative is a summary entitled Job Creation Activity on the status of economic development efforts by the City.

The City requires one permanent full-time job or equivalent being created or retained for each \$35,000 of public investment. Two years is the standard period allowed for compliance with job creation requirements. There is a provision in the local implementing rules that additional time for job creation may be granted for extenuating circumstances. Each project is evaluated on its own merits within the City Council adopted guidelines by a Loan Committee appointed by the Director of Planning and Development.

JOB CREATION ACTIVITY REPORT JULY 1, 2011 – JUNE 30, 2012

CDBG FUNDED NEW LOANS DURING PY 2011-2012 WITH JOB CREATION REQUIREMENTS:

Crosby Culinary Cavalry	206 E Commercial St	\$70,000	7/20/11	3.00 FTE
Travis Dibben Enterprises	420 W College	\$95,000	9/01/11	7.00 FTE
40 Digits, LLC	305 W Commercial St	\$25,000	9/15/11	1.00 FTE
The Flying Tomato	107 Park Central Sq	\$25,000	9/19/11	1.00 FTE
Superrunner Enterprises	431 S Jefferson	\$45,000	1/19/12	3.00 FTE
Vandivort Center, LLC	305 E Walnut	\$300,000	1/19/12	9.00 FTE
TAG SGF, LLC	334 E Walnut	\$50,000	2/28/12	2.50 FTE
Classic Boards, LLC	431 S Jefferson	\$35,000	2/29/12	1.00 FTE
Thomas & Pritchett, LLC	307 Park Central E	\$116,000	6/06/12	9.00 FTE

Job creation activity loans to eight (8) microenterprises and one (1) real estate developer during the year through the Small Business Development Loan/Business Incentive Loan Program created a commitment to the creation of 36.5 FTE within two years.

CDBG FUNDED PRIOR PROGRAM YEAR LOANS WITH JOB CREATION REQUIREMENTS PENDING:

OZCAM, LLC 210 E Walnut \$360,000 09-19-02

8.00 FTE required by 9-19-04
6.75 FTE documented prior years
0.30 FTE documented this year

0.30 FTE Ecommerce Ass't White Male HH=2 Below 30% median
Balance Due: 0.95 FTE

DWM PROPERTIES 224 E Commercial \$250,000 08-31-09

7.00 FTE required by 8-31-11
1.91 FTE documented prior years
0.00 FTE documented this year *Balance Due: 5.09 FTE*

FWW REDEVELOPMENT 134 PC Square \$200,000 01-23-06

4.00 FTE required by 01-23-10
0.00 FTE documented this year *Balance Due: 4.00 FTE*

SAVE THE WAILS, LLC 203 W Commercial \$300,000 04-26-06

8.50 FTE required by 4-26-10
0.00 FTE documented this year *Balance Due: 8.50 FTE*

ROGERS & BALDWIN 313 South Avenue \$500,000 02-15-08
 12.00 FTE required by 02-15-12
 1.00 FTE documented prior years
 0.00 FTE documented this year *Balance Due: 11.00 FTE*

MODEL MARKET 429 N Boonville \$202,000 09-26-08
 7.00 FTE required by 09-26-10
 0.00 FTE documented prior years
 12.18 FTE documented this year

1.00 FTE	R & D Coordinator	White	Female	HH=4	Above 80% median
1.00 FTE	Research Scientist	Asian	Male	HH=2	Above 80% median
0.50 FTE	Research Intern	White	Male	HH=4	Between 70-80% median
1.00 FTE	Research Scientist	White	Male	HH=2	Above 80% median
1.00 FTE	Research Scientist	Asian	Male	HH=3	Above 80% median
1.00 FTE	Product Specialist	White	Female	HH=2	Between 70-80% median
1.00 FTE	Scientist I	White	Female	HH=2	Above 80% median
1.00 FTE	Data Manager	White	Female	HH=4	Above 80% median
1.00 FTE	Sr Accountant	White	Male	HH=4	Above 80% median
1.00 FTE	Research Scientist	Asian	Male	HH=1	Unknown Income
1.00 FTE	Commerce Manager	White	Male	HH=2	Unknown Income
1.00 FTE	Research Manager	White	Male	HH=?	Unknown Income
0.68 FTE	Intern	White	Male	HH=4	Unknown Income

Completed

C PROPERTIES LLC 207 PC East \$25,000 06-25-10
 0.00 FTE required by 06-25-12
 0.00 FTE documented this year *Balance Due: 1.0 FTE*

VERIDIAN EVENTS 309 South Ave \$35,000 11-09-10
 2.00 FTE required by 11-09-12
 2.00 FTE documented this year

0.50 FTE	Bar Manager	White	Female	HH=3	Between 30-50% median
0.50 FTE	Event Manager	White	Female	HH=2	Between 30-50% median
1.00 FTE	Event Coordinator	White	Female	HH=2	Between 50-60% median

Completed

C PROPERTIES LLC 207 PC East \$25,000 02-23-11
 2.5 FTE required by 02-23-13
 0.0 FTE documented this year *Balance Due: 2.5 FTE*

BALANCE FITNESS 601 N National \$25,000 03-30-11
 0.0 FTE required by 03-30-13
 0.0 FTE documented this year *Balance Due: 1.0 FTE*

DANCE WITH ME 224 E Commercial \$20,000 05-02-11
 2.0 FTE required by 05-02-13
 0.0 FTE documented this year *Balance Due: 2.0 FTE*

URBAN EYE CARE 213 W Olive \$25,000 05-11-11
 1.0 FTE required by 05-11-13
 0.0 FTE documented this year

Balance Due: 1.0 FTE

SALT GALLERY LLC 329 S Campbell \$25,000 05-27-11
 1.0 FTE required by 05-27-13
 0.0 FTE documented this year

Business closed during program year/owner filed personal bankruptcy/loan to be written off
Default

CURRENT PY 2011-12 CDBG FUNDED LOANS WITH JOB CREATION REQUIREMENTS:

CROSBY CULINARY 206 E Commercial \$70,000 07-20-11
 3.00 FTE required by 7/20/13
 0.00 FTE documented this year

Balance Due: 3.00 FTE

TRAVIS DIBBEN ENT 420 W College \$95,000 09-01-11
 7.00 FTE required by 09/01/13
 0.00 FTE documented this year

In collections of \$44,221 drawn. **Business will not open**

40 DIGITS, LLC 305 W Commercial \$25,000 09-15-11
 1.00 FTE required by 09/15/13
 0.75 FTE documented this year

1.00 FTE Web Developer White Male HH=3 Between 30-50% median
 0.75 FTE Web Developer White Male HH=2 Below 30% median

Completed

The Flying Tomato 107 PC Square \$25,000 09-19-11
 1.00 FTE required by 09/19/13
 0.50 FTE documented this year

0.50 FTE Cook White Male HH=1 Between 30-50% median

Balance Due: 0.50 FTE

SUPERRUNNER ENT 431 S Jefferson \$45,000 01-19-12
 3.00 FTE required by 01/19/14
 3.77 FTE documented this year

0.63 FTE Server White Female HH=1 Below 30% median
 0.50 FTE Server White Male HH=4 Below 30% median
 0.50 FTE Associate White Male HH=4 Below 30% median
 0.63 FTE Server White Female HH=3 Below 30% median
 0.38 FTE Server White Male HH=1 Below 30% median
 0.50 FTE Food Prep White Female HH=4 Below 30% median
 0.63 FTE Server White Female HH=1 Below 30% median

Completed

VANDIVORT CENTER 305 E Walnut \$300,000 01-31-12
9.00 FTE required by 01/31/14
10.23 FTE documented this year

0.60 FTE	Sales Agent	White	Female	HH=2	Below 30% median
0.45 FTE	Sales Agent	Black	Male	HH=2	Between 30-50% median
0.45 FTE	Phone Sales	White	Female	HH=2	Below 30% median
0.45 FTE	Phone Sales	White	Female	HH=3	Below 30% median
0.45 FTE	Cust Service	White	Female	HH=1	Below 30% median
0.45 FTE	Sales Rep	Black	Female	HH=5	Between 30-50% median
0.95 FTE	Sales Rep	White	Female	HH=3	Between 30-50% median
0.95 FTE	Sales Rep	White	Female	HH=3	Below 30% median
0.95 FTE	Sales Rep	Hispanic	Male	HH=3	Between 30-50% median
0.95 FTE	Sales Rep	White	Male	HH=1	Between 30-50% median
0.95 FTE	Receptionist	White	Female	HH=2	Above 80% median
0.63 FTE	Bus Owner	White	Female	HH=2	Below 30% median
1.00 FTE	Sales Agent	White	Male	HH=1	Between 50-60% median
1.00 FTE	Sales Agent	White	Female	HH=2	Unknown Income

Completed

TAG SGF LLC 334 E Walnut \$50,000 02-28-12
2.50 FTE required by 02/28/14
5.35 FTE documented this year

1.00 FTE	Sports Editor	White	Male	HH=4	Above 80% median
0.75 FTE	Office Mgr	White	Female	HH=2	Between 30-50% median
1.00 FTE	Business Mgr	White	Male	HH=1	Below 30% median
1.00 FTE	Sales Agent	White	Male	HH=2	Above 80% median
1.00 FTE	Music Editor	White	Male	HH=4	Between 30-50% median
0.60 FTE	Event Coord	White	Female	HH=1	Between 30-50% median

Completed

CLASSIC BOARDS 431 S Jefferson \$35,000 02-29-12
1.00 FTE required by 02/29/14
0.00 FTE documented this year

Balance Due: 1.00 FTE

THOMAS & PRITCHETT 307 PC East \$116,000 06-06-12
9.00 FTE required by 06/06/14
0.00 FTE documented this year

Balance Due: 9.00 FTE

SUMMARY

Previous and current year loans created 36.08 FTE. An additional 50.54 jobs will be created within two years from prior and current year loans.

# Households Assisted	53	
Race	White (47)	89%
	Black (2)	4%
	Hispanic (1)	1%
	Asian (3)	6%
Unknown Income	4.68 FTE	
Below 30% Median	9.35 FTE	
Between 30-50% median	8.60 FTE	
Between 50-60% median	2.00 FTE	
Between 60-70% median	0.00 FTE	
Between 70-80% median	1.50 FTE	
Above 80% Median	<u>9.95 FTE</u>	
	<u>36.08 FTE</u>	

Low/moderate income jobs = 21.45/36.08 = 59%

<u>SECTION 108 GUARANTEE ACCOMPLISHMENTS REPORT</u>											
<u>Grantee Name</u>	<u>ST</u>	<u>Project #</u>	<u>Project Name</u>	<u>108 Loan \$</u>	<u>108 \$ Advanced</u>	<u>CDBG Assis</u>	<u>FTE Jobs in 108 App</u>	<u>Tot Actual FTE Jobs Created/Ret</u>	<u># Jobs Held by/Made Avail to L/M</u>	<u>Total Housing Units Assis</u>	<u>Slum/Blight Area? Y = Yes</u>
City of Springfield	MO	B-03-MC-29-0008	Small Business Loan Prog	\$336,756	\$290,000	\$-0-	0.00	13.26	4.8	0	Y

**HOME INVESTMENT PARTNERSHIPS GRANT (HOME)
GRANT NO. M-11-MC-29-0202
PROGRAM NARRATIVE
PROGRESS TOWARD MEETING STRATEGIC OBJECTIVES
CONSOLIDATED PLAN**

BACKGROUND

In the City of Springfield’s five-year Consolidated Plan for the fiscal years 2010-2014, affordable rental housing continues as a principal need. Substandard conditions of rental housing stock remained an identified problem in the Consolidated Plan as well. The decision to begin eliminating this problem was to concentrate programs on repairs to the rental housing stock in the older low-income areas of the City already targeted for public assistance. The City has focused our HOME grant funds to further that objective ever since 1992 and uses energy-star designs to construct new affordable units. HOME funds have become the primary vehicle for making rental housing affordable and available through the rehabilitation of existing substandard rental housing units, as well as new construction of affordable rental units. An increase in foreclosures exacerbated the decline in neighborhood stability and desirability. In the past year the number of foreclosures has been approximately the same as the year before. Banks seem to be holding properties longer before foreclosing and working with owners to keep their homes, where possible. Re-trenching market values that require short- sale approval has impacted and slowed the process for both the banks and the sellers.

Summary of HOME Activity

Status	Unit	Amount	Notes
COMPLETED RENTAL UNITS	19	\$1,518,296	17-PRIVATE and 02-NON-PROFIT
STARTED RENTAL UNITS	11	\$413,251	04-PRIVATE and 01-NON-PROFIT

Note: The numbers in IDIS reflect only those units for which the final drawdown of HUD funds occurred within the FY per IDIS policy. The units above were completed and available for rent or actually rented by the end of the FY.

CURRENT YEAR ACTIVITY

This fiscal year was another active and successful year for HOME assistance. The remainder of the NSP-1 funded rental houses were completed and rented and the few remaining units were close to completion of the rehab work by the end of the FY. Our CHDO postponed using their set-aside funds this FY since they assisted the City with recovering three rental housing units due to loan default and returning them to productive units. They were able to assume the outstanding loan obligations, and return them to affordable rental units this FY. The CHDO set-aside for FY 11-12 will be added to FY 12-13 set-aside to produce units within the required time commitment.

HERA/NSP IMPACT

The remaining two un-rehabbed houses acquired with a State of Missouri NSP1 Grant were completed using HOME funds. This was a joint effort with City Staff providing inspections, design and specifications for rehab, and/or monitoring of the NSP three partners: and Sherman Avenue Project Area Committee. The NSP-1 Grant for the acquisition and rehab of 20 houses was delayed by an unexpected change of hands and major reorganization of the non-profit organization holding title to the properties. City staff was used to assist the new organization with creating guidelines for property disposition, orient the new board members, and establish realistic goals to accomplish the initial set-up and marketing plan under a community land-trust model which will keep the houses affordable for more years than the grant requires.

LEVERAGE

This year's HOME rental housing program leveraged a total \$107,676 in private developers own cash and local bank financing.

PRIVATE SECTOR PARTICIPATION

Several of our private developers continue to seek opportunities for future development. All of them fully embrace our energy efficiency program. There has been an increased interest and action by a few developers to apply for State Tax credit financing in conjunction with our HOME program. The private developers are extremely cautious about acquiring a quantity of additional properties for the HOME program without assurances from the city that funds will be available; they do not want to pay holding costs for an indefinite period of time before they can start work. Due to the reduction in HOME funds and increased interest by developers, we are initiating a competitive selection process to assure proper allocation of funds. In the past we could take applications on a first-come first-served basis, but funds being reduced now requires additional selectivity.

AFFORDABLE HOUSING NON-PROFIT ORGANIZATIONS

COMMUNITY HOUSING DEVELOPMENT ORGANIZATION (CHDO)

The City of Springfield's CHDO, the Affordable Housing Action Board, Inc. (AHAB) currently manages ninety-seven affordable housing units. Additionally, they are assisting with properties that the City acquires as a result of loan default or bankruptcy. This allows a smooth transition for tenant-occupied properties and reduces vacancies in our HOME units. City of Springfield continues budgeting approximately 5% of its FY funding for AHAB.'s operating expenses and at least 15% for set-aside projects.

NOT-FOR-PROFIT ORGANIZATION CONTRIBUTIONS

Sherman Avenue Project Area Committee (SAP), Ozarks Area Community Action Corporation (OACAC), and Habitat-for-Humanity (H4H) continue to provide support for or manage affordable housing in Springfield.

Sherman Avenue Project Area Committee (SAP) our smallest non-profit group, completed the rehabilitation using HOME funds for the last two of five foreclosed properties that they acquired with Missouri State NSP funds. Also, SAP initiated rehabilitation of one additional HOME rental unit. In the past 2 years SAP rental property portfolio increased by 0% largely due to the NSP-1 stimulus funds.

OACAC manages an owner-occupied energy-improvement program which assists applicants who are below 200% of poverty with DOE conservation grant-funded repairs which includes the following type of home rehab: additional insulation, HVAC improvements and energy-testing. OACAC assisted over 1499 homes in this region this past year; of which 425 were in Springfield City limits. We were able to cooperate with them on a project where they provided part of the energy-conservation rehab through their grant and we are working on the remainder of the major house rehab work.

Habitat for Humanity (H4H) has completed 10 new construction owner-occupied properties which were sold to 60% and below AMI families. Their owner-occupied "Brush With Kindness" repair assistance program completed 45 projects for low-income families as well.

AFFIRMATIVE MARKETING

Through the City's Affirmative marketing efforts and coordination with our developers we have successfully maintained an extremely high percentage of minority occupancy as compared with the demographic population base. Minority occupancy rates are 38% of the HOME rental units. The minority tenants include African American, Hispanic, American Indian, and Asian/Pacific islanders. Active coordination and effective marketing includes weekly advertisements sent by e-mail and snail-mail to minority and disability assistance organizations, the local Public Housing Agency and local churches.

MINORITY AND WOMEN-OWNED BUSINESS OUTREACH

We continued advertizing with bi-monthly ads for MBE & WBE participants in the local UNITE newspaper which targets the local African American minority population. Our MBE & WBE program expanded beyond construction into related services. The WBE environmental consulting firm that provides Phase 1 Environmental analysis was used mostly by the Brownfield's program; we did not require this service for any of the HOME projects this FY. One MBE owner-developer started his first successful construction of a HOME unit which qualified for energy-star and was rented-up just after completion. Our contractor list for bidding on HUD-funded projects includes one-minority general contractor who is also one of three Section 3 contractors. A majority of our appraisals are by a WBE appraisal company.

TENANT ASSISTANCE AND RELOCATION

This FY we had no relocation under the HOME program. The Springfield City Council adopted a Plan to Minimize Displacement under the Community Development Block Grant Program on March 13, 1989 by Special Ordinance Number 21399. This plan applies to the HOME Program as well as CDBG. The City of Springfield has prepared a Residential Anti-Displacement and

Relocation Assistance Plan, of which a copy has been submitted with previous program year CAPER reports.

HOME MATCH

The City continues to leverage its HOME program with developer funds and bank/lender financing for all of the Private developer projects. When projects are successful in obtaining State Tax credits, additional leverage is utilized; no tax credit projects were included this FY.

Annual Performance Report HOME Program

U.S. Department of Housing
and Urban Development
Office of Community Planning
and Development

OMB Approval No. 2506-0171
(exp. 8/31/2009)

Public reporting burden for this collection of information is estimated to average 2.5 hours per response, including the time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. This agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless that collection displays a valid OMB control number.

The HOME statute imposes a significant number of data collection and reporting requirements. This includes information on assisted properties, on the owners or tenants of the properties, and on other programmatic areas. The information will be used: 1) to assist HOME participants in managing their programs; 2) to track performance of participants in meeting fund commitment and expenditure deadlines; 3) to permit HUD to determine whether each participant meets the HOME statutory income targeting and affordability requirements; and 4) to permit HUD to determine compliance with other statutory and regulatory program requirements. This data collection is authorized under Title II of the Cranston-Gonzalez National Affordable Housing Act or related authorities. Access to Federal grant funds is contingent on the reporting of certain project-specific data elements. Records of information collected will be maintained by the recipients of the assistance. Information on activities and expenditures of grant funds is public information and is generally available for disclosure. Recipients are responsible for ensuring confidentiality when public disclosure is not required.

This form is intended to collect numeric data to be aggregated nationally as a complement to data collected through the Cash and Management Information (C/MI) System. Participants should enter the reporting period in the first block. The reporting period is October 1 to September 30. Instructions are included for each section if further explanation is needed.

Submit this form on or before December 31. Send one copy to the appropriate HUD Field Office and one copy to: HOME Program, Rm 7176, 451 7th Street, S.W., Washington D.C. 20410	This report is for period (mm/dd/yyyy)		Date Submitted (mm/dd/yyyy)
	Starting	Ending	

Part I Participant Identification

1. Participant Number	2. Participant Name		
3. Name of Person completing this report		4. Phone Number (Include Area Code)	
5. Address	6. City	7. State	8. Zip Code

Part II Program Income

Enter the following program income amounts for the reporting period: in block 1, enter the balance on hand at the beginning; in block 2, enter the amount generated; in block 3, enter the amount expended; and in block 4, enter the amount for Tenant-Based rental Assistance.

1. Balance on hand at Beginning of Reporting Period	2. Amount received during Reporting Period	3. Total amount expended during Reporting Period	4. Amount expended for Tenant-Based Rental Assistance	5. Balance on hand at end of Reporting Period (1 + 2 - 3) = 5
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Part III Minority Business Enterprises (MBE) and Women Business Enterprises (WBE)

In the table below, indicate the number and dollar value of contracts for HOME projects completed during the reporting period.

	a. Total	Minority Business Enterprises (MBE)			f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	
A. Contracts					
1. Number					
2. Dollar Amount					
B. Sub-Contracts					
1. Number					
2. Dollar Amount					
	a. Total	b. Women Business Enterprises (WBE)	c. Male		
C. Contracts					
1. Number					
2. Dollar Amount					
D. Sub-Contracts					
1. Number					
2. Dollar Amounts					

Part IV Minority Owners of Rental Property

In the table below, indicate the number of HOME assisted rental property owners and the total dollar amount of HOME funds in these rental properties assisted during the reporting period.

	a. Total	Minority Property Owners				f. White Non-Hispanic
		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic	
1. Number						
2. Dollar Amount						

Part V Relocation and Real Property Acquisition

Indicate the number of persons displaced, the cost of relocation payments, the number of parcels acquired, and the cost of acquisition. The data provided should reflect only displacements and acquisitions occurring during the reporting period.

	a. Number	b. Cost	Minority Business Enterprises (MBE)			f. White Non-Hispanic
Households Displaced	a. Total		b. Alaskan Native or American Indian	c. Asian or Pacific Islander	d. Black Non-Hispanic	e. Hispanic
1. Parcels Acquired						
2. Businesses Displaced						
3. Nonprofit Organizations Displaced						
4. Households Temporarily Relocated, not Displaced						
5. Households Displaced - Number						
6. Households Displaced - Cost						

CITY OF SPRINGFIELD, MISSOURI
M-11-MC-29-020
RACIAL AND HOUSEHOLD INCOME DATA RECAP
HOME ASSISTED UNITS CERTIFIED DURING PROGRAM YEAR
July 1, 2011 through June 30, 2012

RECAP OF RACIAL DATA:

Vacant Units	15
Non-Minority	164
Afro American	84
Hispanic	18
American Indian	6
Asian/Hawaiian/Pacific Islander	2
Other	0
Not Available	1
Under Construction	3

RECAP OF INCOME DATA:

Vacant Units	15
Below 30% of median	48
Between 30-50% of median	123
Between 50-60% of median	69
Between 60-70% of median	20
Between 70-80% of median	11
Above 80% of median	3
Not Available	1
Under Construction	3

Female Head of Household	128
Male Head of Household	7

TOTAL 293

TOTAL 293



City of Springfield
M-11-29-0202
HOME PROJECT COMPLIANCE
On-Site Inspection

	M-11-29-0202	On-Site Inspection
HOME PROJECT COMPLIANCE		
Owner Project Address	Notice to Owner	Inspection Date
Loan Date	Violation Letter	Reinspection
Inspection Complete		
AHAB 1528 N. Lyon Repairs: No repairs needed.	3/12/2012	4/5/2012 Corrective Action: Meets HQ Standards.
AHAB 1532 N. Lyon Repairs: No repairs needed.	3/12/2012	4/5/2012 Corrective Action: Meets HQ Standards.

HOME PROJECT COMPLIANCE

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
AHAB 2125 N. Elizabeth	4/13/2001	3/12/2012	4/5/2012			4/5/2012

Repairs:
No repairs needed.

Corrective Action:
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
AHAB 3003 W. Lynn	7/11/1997	3/12/2012	4/5/2012			4/5/2012

Repairs:
No repairs needed.

Corrective Action:
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
AHAB 647 W. Scott	7/26/1999	3/12/2012	4/5/2012			4/5/2012

Repairs:
No repairs needed.

Corrective Action:
Meets HQ Standards

City of Springfield **M-11-29-0202** **HOME PROJECT COMPLIANCE** **On-Site Inspection**

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
AHAB 700 N. Rogers, #A	7/11/1997	3/12/2012	4/5/2012			4/5/2012
Repairs: No repairs needed.						
Corrective Action: Meets HQ Standards						

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
AHAB 700 N. Rogers, #B	7/11/1997	3/12/2012	4/5/2012			4/5/2012
Repairs: No repairs needed.						
Corrective Action: Meets HQ Standards						

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
AHAB 717 S. Nettleton Avenue #A	7/11/1997	3/12/2012	4/5/2012			4/5/2012
Repairs: No repairs needed.						
Corrective Action: Meets HQ Standards.						

HOME PROJECT COMPLIANCE

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
AHAB 717 S. Nettleton Avenue #B	7/11/1997	3/12/2012	4/5/2012			4/5/2012

Repairs:
No repairs needed.

Corrective Action:
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Andrew & Lori Smith 1707 N. Golden, #A	9/15/1998	3/21/2012	3/26/2012			3/26/2012

Repairs:
No repairs needed.

Corrective Action:
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Andrew & Lori Smith 1707 N. Golden, #B	9/15/1998	3/12/2012	3/26/2012			3/26/2011

Repairs:
No repairs needed.

Corrective Action:
Meets HQ Standards.

HOME PROJECT COMPLIANCE

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Brad & Writa Gray 717 W. State, #D	8/11/2000	3/12/2012	4/30/2012	5/7/2012	6/27/2012	6/27/2012

Repairs:

1. Smoke detector is missing in living room and kitchen.
2. Garbage and debris under stairway (exterior).
3. Parking area has large puddle (fill required).

Corrective Action:

All repairs completed.
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Brad & Writa Gray 717 W. State, #E	8/11/2000	3/12/2012	4/30/2012			4/30/2012

Repairs:

No repairs required.

Corrective Action:

Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Brad & Writa Gray 717 W. State, #F	8/11/2000	3/12/2012	4/30/2012	5/7/2012	6/27/2012	6/27/2012

Repairs:

No access to unit (key)
Empty Unit - Vacant

Corrective Action:

Meets HQ Standards.

No repairs required.

HOME PROJECT COMPLIANCE

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Bryan Cox 811 N. Fremont	10/8/2004	3/12/2012	7/10/2012			7/10/2012

Repairs:
No repairs required.

Corrective Action:
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Bryan Cox 817 N. Fremont	8/25/2005	3/12/2012	6/18/2012	6/18/2012	7/10/2012	7/10/2012

Repairs:
1. At garage access door, instill strike plate/repair door to latch & lock properly.
2. Replace broken outlet cover at east garage wall.

Corrective Action:
All repairs completed.
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Chris & Paula Palmer 1626 W. Dale St.	9/24/2002	3/12/2012	4/17/2012			4/17/2012

Repairs:
No repairs required.

Corrective Action:
Meets HQ Standards.

HOME PROJECT COMPLIANCE

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Chris & Paula Palmer 2247 N. Grant Ave.	3/19/2002	3/12/2012	4/30/2012			4/30/2012

Repairs:

No repairs required.

Corrective Action:

Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Chris & Paula Palmer 2935 W. Water	7/22/2003	3/23/2012	4/17/2012	4/17/2012	7/9/2012	7/9/2012

Repairs:

Screen(s) missing in Living Room, kitchen, bathroom, northeast rear bedroom, rear northwest bedroom, and center bedroom.

Corrective Action:

All repairs completed.

Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Chris & Paula Palmer 527 N. Park Ave. #A	1/30/2002	3/12/2012	4/17/2012	4/23/2012	5/27/2012	5/27/2012

Repairs:

1. Livingroom missing two window screens.
2. Kitchen missing window screen.
3. No smoke detectors in right rear room.
4. No smoke detectors in left rear room.
5. Down spout missing on gutter.
6. Air conditioning (exterior) unit is gone.

Corrective Action:

All repairs completed.

Meets HQ Standards.

HOME PROJECT COMPLIANCE

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Clyde Marshall 1231 N. Broadway	10/21/1997	3/12/2012	8/21/2012	8/23/2012		
<p>Repairs:</p> <ol style="list-style-type: none"> 1. Screen missing 2. Leak under kitchen sink - damaged cabinet floor. 3. Threshold damaged at north entry door. 4. North bedroom 1st floor bedroom - shot window area siding damaged and hole in glass - screen missing. 5. Smoke detector missing 2nd floor northeast bedroom. 6. Trees growing on south porch light. 7. Globe missing on front porch light. 8. Siding damaged north window area. 						
<p>Corrective Action: Awaiting final inspection.</p>						
Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Darrell & Jeannie Barge 826 W. Brower St.	9/17/2002	3/12/2012	6/16/2012	6/13/2012	7/19/2012	7/19/2012
<p>Repairs:</p> <ol style="list-style-type: none"> 1. Secure ceiling light fixture at rear bedroom closet. 2. Trim tree limbs minimum of 6' from roof of SW corner of porch power mast. 						
<p>Corrective Action: All repairs completed. Meets HQ Standards.</p>						
Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Garren & Judy Lumpkin 1142 W. Lynn St.	5/1/2002	3/12/2012	6/13/2012			6/13/2012
<p>Repairs: No repairs required.</p>						
<p>Corrective Action: Meets HQ Standards.</p>						

HOME PROJECT COMPLIANCE

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Garren & Judy Lumpkin 809 W. Division	1/26/2004	3/12/2012	6/13/2012			6/13/2012
<p>Repairs: No repairs required.</p> <p>Corrective Action: Meets HQ Standards.</p>						
Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Jim & Verna Davis 929 N. Prospect Ave.	10/25/2001	3/12/2012	5/30/2012	6/7/2012	8/14/2012	8/14/2012
<p>Repairs: Livingroom and center right room screen(s) are missing. Tree limbs on roof & gutter on south side of house.</p> <p>Corrective Action: All repairs completed. Meets HQ Standards</p>						
Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Larry & Lynette Thomas 1143 W. Lynn	2/7/2003	3/12/2012	4/16/2012			
<p>Repairs: 1. Livingroom window rail loose on sash. Repair needed. 2. Bathroom toilet float not working properly. 3. Back bedroom ceiling fan not working. 4. Laundry room backdoor blocked. 5. Laundry room light not working. 6. Furnace has ignition problem. 7. Trim tree/bush on east side of house.</p> <p>Corrective Action: Awaiting final inspection.</p>						

HOME PROJECT COMPLIANCE

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
OACAC 630 S. Missouri	7/31/2002	3/12/2012	3/20/2012			3/20/2012
<p>Repairs: Unit passed inspection. Recommended Observations/Comments: Hinges need adjusting on cabinet doors under kitchen sink. Dryer vent cover missing louvers. Gutter leaking at southwest corner of carport.</p>						
<p>Corrective Action: Meets HQ Standards.</p>						

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
R&K, LLC 1884 N. Boonville Ave.	12/16/2004	3/12/2012	4/17/2012			4/17/2012

Repairs:
No repairs required.

Corrective Action:
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Robert & Kimberly Obrecht 1880 N. Boonville Ave.	12/16/2004	3/12/2012	4/17/2012			4/20/2012

Repairs:
No repairs required.

Corrective Action:
Meets HQ Standards.

HOME PROJECT COMPLIANCE

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Robert & Kimberly Obrecht 305 E. Chase	6/8/2004	3/12/2012	4/17/2012			4/17/2012

Repairs:
No repairs required.

Corrective Action:
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Shane Johannsen 2307 N. Fremont	6/11/2002	3/12/2012	6/21/2012	6/21/2012	7/19/2012	7/19/2012

Repairs:
1. Repair damaged screen at kitchen.
2. Install knob set at right front bedroom access door/Install knob set at closet that allows access.
3. Repair damaged screen at right front bedroom.
4. Install knob set at right rear bedroom access door.
5. Install missing screen at left rear bedroom.
6. Provide access to garage for inspection.
7. Trim all tree limbs 6' away from roof/guttering.

Corrective Action:
All repairs completed.
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Shane Johannsen 2326 N. Missouri	6/11/2002	3/12/2012	6/21/2012			6/21/2012

Repairs:
No repairs required.

Corrective Action:
Meets HQ Standards.

HOME PROJECT COMPLIANCE

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Shane Johannsen 3140 W. Commercial	5/11/2004	3/12/2012	6/21/2012			6/21/2012

Repairs:

No repairs required.

Corrective Action:

Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Shane Johannsen 3142 W. Commercial	5/11/2004	3/12/2012	6/21/2012	6/21/2012	7/19/2012	7/19/2012

Repairs:

Repair damaged guttering at North "Center."

Corrective Action:

All repairs completed.

Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Shane Johannsen 3148 W. Commercial	5/11/2004	3/12/2012	6/21/2012			6/21/2012

Repairs:

No repairs required.

Corrective Action:

Meets HQ Standards.

City of Springfield **M-11-29-0202** **On-Site Inspection**

HOME PROJECT COMPLIANCE

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Shane Johannsen 3150 W. Commercial	5/11/2004	3/12/2012	6/21/2012			6/21/2012

Repairs:
No repairs required.

Corrective Action:
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Shane Johannsen 3154 W. Commercial	7/27/2004	3/12/2012	6/21/2012			6/21/2012

Repairs:
No repairs required.

Corrective Action:
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Shane Johannsen 3156 W. Commercial	7/27/2004	3/12/2012	6/21/2012			6/21/2012

Repairs:
No repairs required.

Corrective Action:
Meets HQ Standards.

HOME PROJECT COMPLIANCE

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Shane Johannsen 3162 W. Commercial	7/27/2004	3/12/2012	6/21/2012	6/21/2012	7/19/2012	7/19/2012

Repairs:

1. Repair leak at kitchen sink faucet.
2. Repair main bath exhaust fan to operate properly.
3. Install missing access door at left rear bedroom.
4. Install missing screen at right rear bedroom.

Corrective Action:

All repairs completed.
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Shane Johannsen 3164 W. Commercial	7/27/2004	3/12/2012	6/21/2012	6/21/2012	7/19/2012	7/19/2012

Repairs:

1. Install missing screen at right rear bedroom.

Corrective Action:

All repairs completed.
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Bill Wolter/Shelly Foote 1317 W. Chase St.	6/29/2002	3/12/2012	6/15/2012	6/18/2012	8/20/2012	8/20/2012

Repairs:

1. Screen on front porch missing.
2. Smoke detector upstairs south bedroom not working.
3. Downspout at northwest corner has return missing.
4. Needs to be cleaned.

Corrective Action:

All repairs completed.
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
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Sherman Avenue PAC, Inc.
1317 N. Sherman Ave.

2/18/1998 3/12/2012 4/18/2012 4/24/2012 7/25/2012

Repairs:

1. No access to interior.
2. Mold on north side of garage.
3. Screen missing - north side.
4. Lock on garage not working.

Corrective Action:

Awaiting final inspection.

7/25/2012: (Was able to access interior)

5. Poison Ivy on south fence.
6. Counter work needed.
7. Possible roof leak over bathroom.
8. Bath floor needs repaired at tub area.
9. Door bell not working.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
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Sherman Avenue PAC, Inc.
1015 E. Lynn

8/30/2005 3/12/2012 4/18/2012 4/24/2012 7/25/2012 7/25/2012

Repairs:

1. Living Room area outlet loose.
2. Kitchen window - tenant says it does not work.
3. Crawl door loose.
4. Both stormdoors have a bad fit and operation.

Corrective Action:

All repairs completed.
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
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Sherman Avenue PAC, Inc.
1309 N. Sherman Ave.

9/6/2001 3/12/2012 4/18/2012

Repairs:

No repairs required.

Corrective Action:

Meets HQ Standards.

HOME PROJECT COMPLIANCE

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Springfield Investments, LLC 1929 W. Atlantic	1/12/2005	3/12/2012	4/13/2012	4/13/2012	7/3/2012	7/3/2012

Repairs:

1. Repair right rear burner at range to operate properly.
2. Clean out guttering.

Corrective Action:

All repairs completed.
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Springfield Investments, LLC 1935 W. Atlantic	1/12/2005	3/12/2012	4/13/2012	4/13/2012	7/3/2012	7/3/2012

Repairs:

1. At main bath, secure toilet at floor.
2. At west fence line, trim tree limbs away from roof and guttering. Clean out guttering.

Corrective Action:

All repairs completed.
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Springfield Investments, LLC 2655 N. National	11/12/2003	3/12/2012	4/13/2012	4/13/2012	7/3/2012	7/3/2012

Repairs:

1. At master bedroom bath, repair or replace toilet fluid master.
2. At main bath, repair sink to drain properly.
3. At rear deck steps, secure wood stair tread.
4. At south fence row, trim tree limbs away from roof/guttering.

Corrective Action:

All repairs completed.
Meets HQ Standards.

City of Springfield

M-11-29-0202

On-Site Inspection

HOME PROJECT COMPLIANCE

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Springfield Investments, LLC 2675 N. National	11/12/2003	3/12/2012	4/13/2012	4/13/2012	7/3/2012	7/3/2012

Repairs:

1. Clean out birds nest at front porch light fixture, repair to operate properly.
2. Repair kitchen can lights to operate properly (may just need bulb).
3. Repair garbage disposal to operate properly.
4. Re-install 2 kitchen drawer fronts.
5. Clean main bath ceiling vent fan cover for proper operation.
6. At master bedroom, repair ceiling fan to operate properly (electric short?).
7. At master bedroom, secure knob set at closet door.
8. At master bedroom, check roof for possible leak causing ceiling tape joints to pull apart. Also, floor appears to be warping in several areas from possible water leak or bath overflow?
9. At left rear bedroom secure closet door knob set.
10. At left rear bedroom replace missing window screen.
11. At left rear bedroom secure smoke detector at ceiling.
12. reinstall downspout at NE corner of front porch.
13. Repair bi-fold doors at hall closet.
14. Remove tires at SW corner of house.

Corrective Action:

All repairs completed.
Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Springfield Investments, LLC 405 W. Livingston St.	5/23/2002	3/12/2012	4/13/2012	4/13/2012	7/3/2012	7/3/2012

Repairs:

1. At 2nd floor main bath, repair toilet to operate properly.
2. Repair west garage gutter to drain properly.

Corrective Action:

All repairs completed.
Meets HQ Standards.

HOME PROJECT COMPLIANCE

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
State & Campbell, LLC 318 W. State #1 - Apt. 101	4/24/2007	3/12/2012	6/11/2012			6/11/2012

Repairs:

No repairs required.

Corrective Action:

Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
State & Campbell, LLC 318 W. State #2 - Apt.102	4/24/2007	3/12/2012	8/21/2012			8/21/2012

Repairs:

No repairs required.

Corrective Action:

Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
State & Campbell, LLC 318 W. State #3 - Apt. 103	4/24/2007	3/12/2012	6/11/2012			6/11/2012

Repairs:

No repairs required.

Corrective Action:

Meets HQ Standards.

HOME PROJECT COMPLIANCE

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
State & Campbell, LLC 318 W. State #4 - Apt. 201	4/24/2007	3/12/2012	6/11/2012			6/11/2012

Repairs:

No repairs required.

Corrective Action:

Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
State & Campbell, LLC 318 W. State #5 - Apt 203	4/24/2007	3/12/2012	6/11/2012			6/11/2012

Repairs:

No repairs required.

Corrective Action:

Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
State & Campbell, LLC 318 W. State #6 - Apt 204	4/24/2007	3/12/2012	6/11/2012			6/11/2012

Repairs:

No repairs required.

Corrective Action:

Meets HQ Standards.

HOME PROJECT COMPLIANCE

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Trent & Sharon Cowherd 1600 N. Golden	5/11/2005	3/12/2012	3/27/2012			3/27/2012

Repairs:

No repairs needed.

Corrective Action:

Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Trent & Sharon Cowherd 1602 N. Golden	5/11/2005	3/12/2012	3/27/2012			3/27/2012

Repairs:

No repairs needed.

Corrective Action:

Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Trent & Sharon Cowherd 1604 N. Golden	5/11/2005	3/12/2012	3/27/2012			3/27/2012

Repairs:

No repairs needed.

Corrective Action:

Meets HQ Standards.

City of Springfield **M-11-29-0202** **HOME PROJECT COMPLIANCE** **On-Site Inspection**

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Trent & Sharon Cowherd 1627 N. Hillcrest	12/19/2001	3/12/2012	3/27/2012			3/27/2012

Repairs:

No repairs needed.

Corrective Action:

Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Trent & Sharon Cowherd 1631 N. Hillcrest	12/19/2001	3/12/2012	3/27/2012	4/10/2012	5/9/2012	5/9/2012

Repairs:

1. Missing window screen in left center bedroom.
2. Missing window screen in left rear bedroom.
3. Missing window screen in right rear bedroom.

Corrective Action:

Repairs completed.

Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Trent & Sharon Cowherd 1635 N. Hillcrest	12/19/2001	3/12/2012	3/27/2012			3/27/2012

Repairs:

No repairs needed.

Corrective Action:

Meets HQ Standards.

HOME PROJECT COMPLIANCE

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Trent & Sharon Cowherd 1637 N. Hillcrest	12/19/2001	3/12/2012	3/27/2012			3/27/2012

Repairs:

No repairs needed.

Corrective Action:

Meets HQ Standards.

Owner Project Address	Loan Date	Notice to Owner	Inspection Date	Violation Letter	Reinspection	Inspection Complete
Bill Hoey 1124 W. Webster	8/6/1992	3/12/2012	6/13/2012	6/13/2012	7/23/2012	7/23/2012

Repairs:

1. At kitchen, repair rear storm door to operate properly/secure knobset at rear door.
2. Install handle at oven door.
3. Install missing screen at bath window.
4. At front 1st floor bedroom, install strike entry door.
5. At front 1st floor bedroom, repair north wall outlet to operate properly.
6. At 2nd floor bedroom repair smoke detector to operate properly.
7. Remove all appliances from rear porch & ramp area.
8. Scrape & paint all peeling exterior widow casings.
9. Remove & replace HVAC filter.
10. Cut tall grass/weeds.

Corrective Action:

All repairs completed.

Meets HQ Standards.