

City of Springfield, Missouri

Quarterly Report for Workout Plan for CDBG (Commercial Loan Funds) July 1, 2017 to September 30, 2017

During this past quarter, City Staff have been gearing up for a multitude of projects to begin implementation of the Workout Plan. City Council approval of the City's 2015-19 Consolidated Plan Substantial Amendment occurred in June. This approval set the approved projects in motion for planning and negotiating city procedures and protocol. During this quarter, approximately sixteen Environmental Reviews were processed for the new projects (this was in addition to the City's regular Environmental Review load). This included the following steps in the Environmental Review process:

- Obtain a full description of the project, including all activities and associated costs.
- A determination was made as to the Level of Review that will be conducted, pursuant to 24 CFR Part 58 (i.e. Exempt, CENST, CEST, EA)
- Conducted a site visit, looking for any signs of contamination and/or toxic substances. Took photographs of all aspects of the project and neighboring properties.
- Submitted a Section 106 review request to the Missouri State Historic Preservation Office (SHPO) via mail containing a Section 106 Project Information Form, Site Location Maps (City's GIS), Assessor's Maps, Topographic area maps, Photo Log(s), FIRM panel. SHPO had up to 30-days to conduct a review of the project and the property, in order to determine if the project would have an effect on historic properties.
- Upon receipt of the SHPO Cultural Resource Assessment the review was either continued to the next step or additional requested information was provided to SHPO.
- Completed a HUD Statutory Checklist for each law or authority, ensuring documentation as to how compliance IS or IS NOT met. The laws and authorities include: Air Quality, Airport Hazards, Coastal Zone Management, Contamination & Toxic Substances, Endangered Species, Environmental Justice, Explosive & Flammable Operations, Farmland Protection, Floodplain Management, Historic Preservation, Noise Control, Water Quality (Sole Source Aquifers), Wetland Protection, and Wild & Scenic Rivers.
- Environmental Review was either Approved with Conditions, Approved without Conditions, or was Rejected

Early in the quarter, staff focused on a key streetscape and parks projects – College Street Streetscape and new playground equipment/improvements in three parks (Cooper, Nichols and Meador Parks) and a new restroom facility in the Watkins Park. Staff began the design process for the Tom Watkins restrooms using the services of a local architect. The College Street Streetscape Project was put out for bid. The City's Purchasing office coordinated with a Federal GSA schedule Cooperative Purchasing Program to purchase playground equipment.

The bid process for the College Street Streetscape project included: publication of advertisement of bids, answering bid questions during advertisement period, bid opening, verifying bid qualifications, preparing council bills for City Council approval, conducting a public hearing and a vote at two different Council meetings, ensuring proper bonds, insurance, etc., working with contractor to mobilize at site, and issuing a notice to proceed.

Other activities during this reporting period included:

Eden Village (EV) – Staff met with EV staff multiple times to assess/coordinate the improvements needed for this affordable housing project. This included more than a half a dozen site visits to review current progress and coordinate logistics for the loan application.

Jordan Creek Stormwater Improvements – City staff met with the developer and stormwater engineers over a dozen times to determine the scope of improvements to the creek. The city contracted with a private consultant (using non-federal funds) to work on the plan for improvements. As preliminary design progressed, it became apparent that this complex project could not be completed within the required timeframe. Thus, this project was pulled from the list of projects and replaced with Tier II projects highlighted on the attached table.

Springfield Affordable Housing Center – Staff assisted our non-profit partner Community Partnership (CPO) in establishing criteria and reviewing properties for this project. A volunteer committee reviewed over thirty sites. CPO made offers on three sites but were turned down on all three offers. In addition, there were four additional sites that were sold before CPO could make an offer. The office building market in Springfield is extremely tight as evidenced by CPO's efforts. This has caused a significant issue in finding a building that meets the CPO needs. CPO continues to search for an appropriate location for this activity.

Miscellaneous - Hosted Fair Labor Standards Training (HUD representative provided on -site training to our Parks and Public Works staff on Davis Bacon practices and reporting), developed file checklists for tracking progress and compliance, hosted multiple meetings with Parks and Public Works staff to ensure project progress, met with other affordable housing entities to develop plans to move their projects forward in a timely manner.

The expenditures for projects reported during this period were held up due to a significant delay in approval of the Federal Budget which in turn compressed the timeline of the City's Annual Action Plan. The city received written approval of it's Annual Action Plan on October 20, 2017.

During this reporting period, the City has recorded expenditures of more than \$930,000 in CDBG funds. This includes Grant, Program Income and Revolving Loan Funds.