

City of Battle Creek, Michigan  
Community Development

2022 CAPER

Prepared for the  
U.S. Department of Housing  
and Urban Development



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

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

### **91.520(a)**

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

The City of Battle Creek, through its Community Development Division, is the entitlement grant administrator of the City's allocation of Community Development Block Grant (CDBG) program and HOME Investment Partnership (HOME) program. The Consolidated Annual Performance and Evaluation Report (CAPER) meets the reporting requirements in Section 104(e) of the Housing and Community Development Act of 1974, as amended, 24 CFR Part 91 regarding the Consolidated Planning requirements.

The CAPER provides information on the outcomes of projects and activities proposed in the City's 2022-23 Annual Action Plan highlighting the community development initiatives accomplished during the period of July 1, 2022 through June 30, 2023. This is the City of Battle Creek's third annual performance report for the 2020 – 2024 Consolidated Plan.

In the 2022-23 program year, the City of Battle Creek's Community Development Division made progress towards fulfilling the goals of the City's 2020-24 Consolidated Plan. Following a couple years significantly impacted by the coronavirus pandemic, the City's community development priorities and staff operations began to return to normal. However, there were continued disruptions to division operations such as supply chain issues, higher demand for construction services, increased construction material costs, and high staff turnover due to a tight job market. The City continued to administer the additional resources allocated to address needs arising from the pandemic, including remaining CDBG-CV funds and \$1,094,358 of HOME-ARP funds.

In recent years, the City has raised awareness about lead poisoning and abating lead hazards in homes a priority. In the 2022-23 program year the City spent \$1.9 million on lead abatement through its Medicaid and HUD funded lead hazard control grants.

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

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

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected Strategic Plan	Actual Strategic Plan	Percent Complete	Expected Program Year	Actual Program Year	Percent Complete
Attainable Housing	Affordable Housing	CDBG: \$ / HOME: \$	Rental units rehabilitated	Household Housing Unit	12	3	25.00%	3	0	0.00%
Attainable Housing	Affordable Housing	CDBG: \$0 HOME: \$60,000	Homeowner Housing Added	Household Housing Unit	4	1	25.00%	1	1	100.00%
Attainable Housing	Affordable Housing	CDBG: \$532,410 HOME: \$56,880	Homeowner Housing Rehabilitated	Household Housing Unit	217	131	60.40%	49	36	73.47%
Attainable Housing	Affordable Housing	CDBG: \$0 HOME: \$0	Direct Financial Assistance to Homebuyers	Households Assisted	50	0	0.00%	10	0	0.00%
Attainable Housing	Affordable Housing	CDBG: \$ / HOME: \$	Tenant-based rental assistance	Households Assisted	90	126	140%	27	0	644%
Facility Improvements	Non-Housing Community Development	CDBG: \$0	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	800	0	0.00%	160	0	0.00%

Housing Code Enforcement	Affordable Housing Non-Housing Community Development	CDBG: \$1,050,000	Housing Code Enforcement /Foreclosed Property Care	Household Housing Unit	10,000	7,960	79.60%	2,000	2,262	113%
Infrastructure Improvements	Non-Housing Community Development	CDBG: \$300,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2000	73	3.65%	380	73	19.21%
Public Service Grants	Affordable Housing Homeless Non-Homeless Special Needs Non-Housing Community Development	CDBG: \$12,146  VOCES Housing Casemanagement  CDBG-CV: \$59,492  VOCES Housing Case management  CDBG-CV: Neighborhoods, Housing Case Management	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2605	639	24.53%	2605	639	24.53%

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

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

The goal of the City's Five Year Consolidated Plan is to ensure safe, prosperous, and equitable communities by creating strong, sustainable, and inclusive neighborhoods and quality affordable homes for all people of Battle Creek.

In order to achieve this goal, the plan has six strategic priorities. The accomplishments of the City and its partners from the 2022-23 program year highlight the progress being made to address these priorities:

**Local Priority 1: Ensure Housing is Affordable, Accessible, and Safe**

Communities are stronger when people have access to quality, affordable and safe housing. This priority encompasses preserving current affordable housing, development of new units, increasing the diversity of housing options, ensuring that low and moderate income neighborhoods benefit from housing resources, and ensuring that rental housing is safe.

- The City's Minor Home Repair program completed 29 projects for low and moderate income home owners.
- The City's CHIP Medicaid-funded Lead Safe Program completed full lead abatement of 24 residential units.
- Code Compliance completed 601 rental property registrations within CDBG target areas.
- City Manager's Office facilitated a site visit by community leaders to an active Upholdings, LLC permanent supportive housing (PSH) development in Indiana as part of an effort to develop 50-60 units of PSH in Battle Creek on vacant or underutilized land near downtown. The City has proposed the use of HOME-ARP funds to provide gap funds for the project. A location for the PSH units has been identified in the Post-Franklin neighborhood and Upholdings, LLC is working on acquisition and land assembly. Upholdings, LLC is preparing an application to the State for the financial incentives needed to help fund the initiative. The Battle Creek Housing Commission is supportive of Permanent Supportive Housing and are discussing the possibility of allocating project-based vouchers.

**Local Priority 2: Activate Underutilized Land in Low Income Neighborhoods**

The City will encourage the activation of public, vacant and/or underutilized land in low income areas, consistent with the City's master plan. Activation of these spaces enables communities to preserve natural resources for public use; promote higher densities and a wider range of land uses around downtown and major corridors; assemble property for larger scale developments and improve connectivity between neighborhoods and the downtown.

- Calhoun County Land Bank Authority (CCLBA) continued efforts to support the community garden at Fremont/McKinley Revitalization Area, with plans to install a water hydrant at Fremont Gardens. The First Congregational Church has partnered on this project and will continue to pay for the service once install is completed. The garden will serve and be available to Fremont/McKinley neighborhood members.

- CCLBA continued to be engaged in Post/Franklin (NPC1) and Central BC (NPC3) and attended meetings with discussion of the land reuse strategy of vacant properties in these areas. These will be addressed by CCLBA in the future with community engagement. Staff also plans to replace the pop-up selfie station murals in time for this summer's Color the Creek festival.
- CCLBA has continued and progressed work in the Northcentral (NPC 2) area also known as the Washington Heights Neighborhood (WHN) with their Advisory Committee (AC). The AC worked diligently in 2023 to decide the disposition of 167 or 257 properties that are owned the CCLBA. The end use of the properties activated land for development, side lots to adjacent owners, beautification, and other uses of the properties in the community.
- Youth Village Child Learning Center – This project's plan to activate underutilized land in the Washington Heights area, a historic and low- to moderate-income neighborhood, is commendable. Establishing a childcare center can have a positive impact on the community, as it provides essential services to local families while also serving as a catalyst for future development in the surrounding city block. To ensure the successful implementation of the project, several key steps and considerations are being taken:
  - Environmental Assessments (EA): Completing the EA is crucial to evaluate the potential environmental impacts of the project and ensure compliance with local regulations. The assessment will be carried out thoroughly and transparently to address any concerns from the community or environmental authorities.
  - Soil Mitigation: The City is working with the environmental company to conduct proper soil mitigation measures before breaking ground. This will ensure the safety and stability of the construction and prevent any potential hazards.
  - Financial Accessibility: Since the project aims to benefit the low- to moderate-income population, staff of the Youth Village Learning Center will provide quarterly activity and progress reports to the City of Battle Creek for a period of five years.
  - Long-Term Vision: The childcare center will act as a launching point for further development in the area, providing amenities to the local low- to moderate-income population that lives there.

### **Local Priority 3: Alleviate Poverty**

Individuals and families can be said to be in poverty if they have resources far below those of an average individual or family and if the impact is that they are essentially excluded from ordinary patterns, customs, activities, or quality of life. This priority encompasses strategies that raise income, reduce the impact of being low income, and break up concentrated poverty.

- Legal Services' eviction diversion program.
- Voces provided housing advocacy and interpretation services to 52 Hispanic and Latino families to help them access resources.
- The Battle Creek Shelter expanded shelter hours to provide safe and socially distanced indoor space during evening and weekends where consistent shelter hours were not available prior to COVID-19 resulting in the provision of shelter for 283 individuals.

The City of Battle Creek's Transit Department submitted an infrastructure proposal. They are seeking \$200,000 in fiscal year 2023-24 for construction and relocation of bus stops to provide safer, more frequent, more accessible public transportation to underserved areas. The allocation will include the cost

of purchasing bus stop signs, shelters, creating ADA compliant cement boarding pads and paths, curb cuts, installation of crosswalks, and pedestrian signage. The proposed locations for the bus stop improvements are Springview Avenue/Roosevelt Avenue/North Avenue (Springview Towers), Lennon Street at Michigan Avenue (Arbor Pointe Apartments), Bedford Road N. at Bent Tree Apartments, and the Family Fare Super Market located on Michigan Avenue W. The identified stops, located in the North Central and Urbandale Neighborhood Planning Councils, have been identified as lacking necessary ADA features, providing inadequate shelter for passengers waiting for public transportation, pose safety concerns for vehicle traffic, and/or require relocation for route service. These stops all serve high density housing and/or stops located at essential access to resources. Access to public transportation provides vital access to community resources such as healthcare, education, employment, and recreation. These improvements will increase access to public transportation by creating ADA accessible paths to bus stops, creating safe, desirable locations to wait for buses, and allowing route improvements that increase frequency. The construction and relocation of bus stops by Battle Creek Transit is expected to be finished by the end of this fiscal year.

The City of Battle Creek has established a robust and collaborative partnership with Neighborhoods Incorporated of Battle Creek, serving as the city's Housing and Redevelopment Authority (HARA). This fruitful relationship has been fostered through joint participation on the TRHT Beyond Separation Design Team and the CDI committee for the esteemed Battle Creek Area Association of Realtors. Notably, Neighborhoods Incorporated has exhibited a keen interest in administering a HOME funded down payment assistance (DPA) program. This program is designed to extend financial aid to qualified homebuyers, facilitating their ability to cover down payment and closing costs, thereby enhancing affordability and accessibility to homeownership. Of particular merit is Neighborhoods Incorporated's proposal to complement the DPA program with their reputable homeownership training initiatives, thus providing a comprehensive support framework for prospective homeowners. Consequently, the City plans to allocate funds to support the implementation of the DPA program in the 2023-24 fiscal year.

#### **Local Priority 4: Community Engagement Through Collaboration and Empowerment**

This priority promotes engagement and empowerment at all levels of the community. Empowerment refers to the process by which people gain control over the factors and decisions that shape their lives. To that end, this priority puts an emphasis on projects that promote ownership, create or clarify pathways for community members to access and utilize resources; and/or that engage them in community decision making processes.

Other objectives in this priority promote organizing at the institutional and organizational level to create a sense of shared purpose, increase capacity, coordinate planning, partner across sectors and build coalitions.

- City staff serve as members of the “Beyond Separation” Design Team of the Truth, Racial Healing, and Transformation (TRHT) Initiative. TRHT is a community-wide collaborative initiative funded by the W.K. Kellogg Foundation focused on creating a racial equity movement in Battle Creek. The Beyond Separation team is focused on housing and addressing segregation and is comprised of representatives from the City, the Battle Creek Area Association of Realtors, the Fair Housing Center of Southwest Michigan, the Urban League, Neighborhoods Incorporated of Battle Creek, and community members.
- The Battle Creek Area Association of Realtors has established a Committee for Diversity and Inclusion (CDI). The committee is comprised of representatives from the City, Neighborhoods



Incorporated of Battle Creek, local Realtors, the Calhoun County Land Bank Authority, and local banks and credit unions. They have taken the lead on building equitable pathways to homeownership for people of color, creating a more diverse association and leadership to better serve the Battle Creek community and advocating for and promoting fair housing among members and in the community. This committee was formed because of the Fair Housing investigations into discrimination in the real estate market that was funded by Community Development. This year they organized four Homebuyer Workshops in low- to moderate-income neighborhoods. To ensure inclusivity and accessibility, each workshop provided Spanish and Burmese interpretation services, facilitating engagement and understanding for those residents. Additionally, the Committee for Diversity and Inclusion (CDI) is actively seeking to forge partnerships with the Swahili residents of Battle Creek, a rapidly growing population that has become an essential part of the community over the past two years.

- City staff collaborated with TRHT to provide a Health Equity Expo in an effort to provide access to health care services and wellness resources to Black, Indigenous, People of Color (BIPOC) communities. This inaugural event was held in collaboration with Juneteenth Family Day. A special survey was created to capture information from community members about their experience, needs and recommendations as it relates to health care and wellness services in Battle Creek. City staff's focus was on increasing awareness around lead hazards in homes, which continue to affect a significant number of children with high levels of lead poisoning. Over 500 people attended the Expo.
- City staff continue to serve on the Battle Creek Homeless Coalition and Housing Solutions Board.

#### **Local Priority 5: Affirmatively Further Fair Housing**

Fair housing is the right to choose housing free from unlawful discrimination. Federal, state and local fair housing laws protect people from discrimination in housing transactions such as rentals, sales, lending, and insurance. When accepting grant funds from HUD, the City agrees to use the funds affirmatively further fair housing.

- Staff continues to work with the City's Human Relations board, which reviews and advises on fair housing issues and the results of systemic investigations.
- The Committee for Diversity and Inclusion within Battle Creek's Area Association of Realtors, featuring representation from the City, plays a pivotal role in enhancing awareness and understanding of fair housing rights. This is achieved through the integration of educational initiatives within all of their home-buying workshops, which are specifically tailored to engage a BIPOC (Black, Indigenous, and People of Color) audience. Through these efforts, the committee aims to empower individuals with the knowledge and tools needed to navigate the housing market while ensuring their fair housing rights are upheld.
- The City is planning a collaborative endeavor with the newly established Diversity, Equity, and Inclusion (DEI) Officer of the City of Battle Creek. This strategic partnership will focus on conducting a comprehensive fair housing assessment. Through this assessment, the City aims to gain a thorough understanding of the local housing landscape, identify potential disparities, and implement measures to foster inclusivity and fairness within housing practices. The involvement of the DEI Officer underscores the City's commitment to promoting equitable

access to housing opportunities for all residents.

- Hired Truth, Racial Healing, and Transformation (TRHT) Initiative to complete an Affirmative Marketing Report and Plan for the implementation of the City's CDBG-CV grants. Available online at: [Affirmative Marketing Report & Plan - Google Docs](#).
- Based on findings of the Affirmative Marketing Report, the City funded a position at VOCES to provide housing case management for Latinx individuals and families affected by the pandemic.

### **Local Priority 6: Restore Vitality in Low Income Neighborhoods**

Vibrant and strong neighborhoods make a strong city. They possess a sense of place and a feeling of safety and familiarity. Houses are occupied and well maintained and public spaces are inviting, walkable, and lively. Strategies and projects that successfully address this priority create, facilitate, ensure, or enhance these conditions.

- Code compliance completed 6596 enforcements in CDBG target areas to address health and safety issues
- Code Compliance completed 40 new vacant building enforcements and issued 46 violation notices to secure vacant buildings that were previously identified.
- Calhoun County Land Bank Authority's (CCLBA) concentrated work in the Northcentral (NPC 2) area with W.K. Kellogg Foundation funding continues to be driven by the community engagement of the Washington Heights Neighborhood Advisory Committee. CCLBA staff with this 14-member group of residents, property, and business owners, elected official and community leaders has had success in providing a platform for citizens to engage in the use of the property that is vacant in their neighborhood. This engaged group has promoted community forums, Battle Creek Area Habitat for Humanity, the city's community services division (historic district commission, zoning and code) to attend meetings to educate, inform and engage in their community. CCLBA has a memorandum of understanding with Washington Heights United Methodist Church for a future housing development on CCLBA property and formerly City of Battle Creek owned property and has worked to clear predevelopment hurdles.
- In addition, with funding from WKKF, the CCLBA is now able to provide clear title on properties being sold through its Side Lot Program and help owners combine the new lot with their existing home so long as there are no other barriers like an existing mortgage. The pilot program provides the new owner with clear title, and when possible, a combined property resulting in a better asset and investment.
- CCLBA also made investments in a handful of houses in its portfolio to return them to productive. Repairs include adding roofs, stabilizing foundations, and addressing site clearance needs. In addition, staff is working with partners to build support around the construction industry, specifically BIPOC and women tradespeople that could work on future projects.

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

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

91.520(a)

	CDBG	HOME
White	39	26
Black or African American	42	92
Asian	0	0
American Indian or American Native	0	0
Black/African American & White	0	0
Other Multi-Racial		0
<b>Total</b>	<b>81</b>	<b>118</b>
Hispanic	45	1
Not Hispanic	36	117

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

### Narrative

The numbers represent outcomes from the CDBG and HOME programs. The number of persons served includes persons that benefitted from the following programs: minor home repair, eviction diversion services, housing case management, and Tenant-based Rental Assistance.

African-Americans constitute a substantial portion, accounting for 67 percent of the beneficiaries served by City programs, exceeding the proportional representation based on the community's requirements. In contrast to their 16.6 percent representation in Battle Creek's general population, African Americans represent 42 percent of those grappling with severe housing cost burdens and 41 percent of the low- and moderate-income demographic in the city. Given that City housing programs primarily target low- and moderate-income families facing housing cost challenges, the expected proportion of African American beneficiaries hovers around 40 percent.

In contrast, Hispanic and Latino individuals, making up 6.7 percent of the population, have historically comprised only between one and three percent of beneficiaries in CDBG and HOME programs over the past decade. Notably, the year 2021-22 marked a significant breakthrough in engaging Hispanic and Latino families, constituting 9.5 percent of Minor Home Repair beneficiaries. This shift marks a departure from a longstanding trend of underrepresentation in City programs, primarily attributed to the follow-up actions stemming from the Affirmative Marketing Plan devised for the City's CDBG-CV grant and the inception of the VOCES housing case management position funded in May 2021.

In the current year, Hispanic and Latino individuals accounted for 23 percent of beneficiaries in CDBG and HOME programs. These statistics underscore the existing need, emphasizing that when organizations cultivate partnerships aimed at attracting a diverse demographic, resources can be more equitably

distributed.

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

### Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	CDBG	\$1,600,000	\$888,128
HOME	HOME	\$302,866	\$373,936
CDBG-CV	CDBG-CV	\$708,897	\$308,292
HOME-ARP	HOME-ARP	\$ 54,718	\$ 46,856

**Table 3 - Resources Made Available**

#### CDBG available:

- CDBG General Administration \$110,000
- Planning Administration \$135,000
- Code Enforcement \$210,000
- Housing Rehab – Minor Home Repair \$450,000
- Rental Rehabilitation Program \$175,000
- Fair Housing and Case Management \$ 25,000
- Transit Vouchers – Vulnerable Populations \$ 15,000
- Housing Case Mgmt – Eviction Diversion \$ 35,000
- Housing Case Mgmt – Vulnerable Populations \$ 25,000

#### HOME available:

- HOME General Administration \$ 29,986
- Infill Housing Program \$170,880
- Tenant Based Rental Assistance \$ 70,000
- Down Payment Assistance Program \$ 50,000

#### CDBG-CV available:

- General Administration (CDBG-CV) \$98,815
- Housing Case Management \$105,000
- Rental Assistance \$403,800
- Eviction Diversion \$20,000

#### HOME-ARP available:

- HOME-ARP General Administration \$50,000

- Supportive Services
- Housing Case Management

**Identify the geographic distribution and location of investments**

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation
Fremont/McKinley Revitalization Area	10	28
Northcentral Revitalization Area	40	45
Post/Franklin Revitalization Area	20	9
Urbandale Revitalization Area	5	3
Wilson/Coburn Revitalization Area	15	15
Balance of City	10	10

**Table 4 – Identify the geographic distribution and location of investments**

The most CDBG and HOME resources were spent in the Northcentral/Washington Heights area, this area has been a target area for redevelopment by City and other organizations with a grassroots organization called the Youth Village leading redevelopment efforts. The Calhoun County Land Bank is also leading a redevelopment effort looking at producing in-fill housing in this area which has had a lot of vacancy in past years and has had many older homes demolished leaving vacant, now publically owned land. Battle Creek's housing stock is older and there is a lot of demand for the Minor Home Repair program to replace roofs, furnaces and water heaters. In the 2022 program year, two houses were rehabbed with HOME funding in the Northcentral/Washington Height neighborhood. In 2023, Habitat for Humanity are proposing building new builds with CHDO funding in the Urbandale area. Code Compliance and Minor Home Repair programs are offered City wide.

## Leveraging

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

Because of being in an area with a high poverty rate, HOME match is waived for the City of Battle Creek.

A great deal of money was used in this community that was not HUD money. This includes dollars received by the Battle Creek Housing Commission, Neighborhoods Inc., and Community Action.

- Community Action Agency completed 229 minor home repair projects for seniors totaling \$474,607 for seniors. The program is funded by the Calhoun County Senior Millage.
- Senior Millage assisted 2,583 senior, age 60 and over in the 2022 fiscal year.
- In the 2022-23 fiscal year Neighborhoods Inc. of Battle Creek managed the Neighborhood Enhancement Program (NEP) through MSHDA totaling \$75,000 with an additional high-performer grant award of \$50,000. Through NEP, NIBC was able to assist 15 low-to-moderate income homeowners in Battle Creek with home enhancement and beautification repairs totaling \$94,761. Additionally, NIBC has recently been approved for funding through MI-HOPE (\$495,000) and MICH (\$275,000), both funded by MSHDA. There are both home improvement-type grants coming to the area in the fall.
- The total annual renewal demand the Homeless Coalition of Battle Creek and Calhoun County administered \$429,821 of HUD Continuum of Care funds.
- The City's Lead Safe Program completed 24 full lead abatement projects. The program is funded through a \$1.5 million grant from the Michigan Department of Health and Human Services.
- The City of Battle Creek is also working with a developer of permanent supportive housing, Upholdings, to develop 55 units of permanent supportive housing on five vacant parcels of land that the City currently owns. Two additional parcels would be included in the development, one currently owned by the Calhoun County Land Bank and one donated by the Battle Creek Community Foundation. Low income housing tax credits (LIHTC) would pay for the construction and housing choice vouchers from the Battle Creek Housing Commission would contribute to the operating costs of the permanent supportive housing development.

<b>Fiscal Year Summary – HOME Match</b>	
1. Excess match from prior Federal fiscal year	\$268,848
2. Match contributed during current Federal fiscal year	\$0
3. Total match available for current Federal fiscal year (Line 1 plus Line 2)	\$268,848
4. Match liability for current Federal fiscal year	\$0
5. Excess match carried over to next Federal fiscal year (Line 3 minus Line 4)	\$268,848

**Table 5 – Fiscal Year Summary - HOME Match Report**

Match Contribution for the Federal Fiscal Year								
Project No. or Other ID	Date of Contribution	Cash (non-Federal sources)	Foregone Taxes, Fees, Charges	Appraised Land/Real Property	Required Infrastructure	Site Preparation, Construction Materials, Donated labor	Bond Financing	Total Match
		0	0	0	0	0	0	0
		0	0	0	0	0	0	0

Table 6 – Match Contribution for the Federal Fiscal Year

### HOME MBE/WBE report

Program Income – Enter the program amounts for the reporting period				
Balance on hand at beginning of reporting period \$	Amount received during reporting period	Total amount expended during reporting period \$	Amount expended for TBRA	Balance on hand at end of reporting period
0	\$7,998	\$7,998	0	0

Table 7 – Program Income



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

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

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	15	43
Number of Non-Homeless households to be provided affordable housing units	136	56
Number of Special-Needs households to be provided affordable housing units	15	29
<b>Total</b>	<b>166</b>	<b>128</b>

	One-Year Goal	Actual
Number of households supported through Rental Assistance	20	90
Number of households supported through The Production of New Units	2	0
Number of households supported through Rehab of Existing Units	49	38
Number of households supported through Acquisition of Existing Units	5	0
Housing Case Management	90	298
<b>Total</b>	<b>166</b>	<b>426</b>

Table 12 – Number of Households Supported

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

The City deferred implementation of a number of its planned programs, including curb cut installation, transit passes, down payment assistance and infill housing development. Outcomes for CDBG and HOME funded affordable housing programs that were implemented generally met goals. Some activities were affected by delays caused by the coronavirus epidemic.

Minor home repair program outcomes did not meet the goal, largely due to support staff and contractor shortages. While the Minor Home Repair program completed 36 projects in Program Year 2022, production in the program is expected to exceed 100 homeowners assisted in Program Year 2023. Code compliance outcomes, which were down considerably in 2021-22 from previous program years, rebounded to pre-pandemic levels. For Code compliance outcomes please see the attached map of violations. An ADR projects was completed by Habitat for Humanity, serving as a Community Housing Development Organization (CHDO) at 194 Wood Street (IDIS # 708).

A four unit rental rehab project at 614 NE Capital did not complete during the program year due to substantial delays caused by the pandemic and lack of capacity of the developer. The City is preparing to sue the developer for breach of contract and initiate foreclosure proceeding on this property. The City is considering acting as the developer to complete this project and then sell it to create program income that can then be used to create more affordable housing. (IDIS #680 & #696)

One homeowner rehab project was completed in the winter of 2023 at 169 Greenwood (IDIS #738), and another was started at 48 Oneita (IDIS #739, this project is almost complete in 11/2023 and will be a 2023 accomplishment.)

A number of new programs did not launch in 2022-23 as planned. These included the HOME funded down payment assistance program and the CDBG-funded transit infrastructure program. The CDBG-funded transit infrastructure program is set to launch in 2023 with an accomplishment date of April 2024.

The HOME Tenant Based Rental Assistance program has helped address homelessness and other worse case rental housing needs. This program is fully implemented and helped 90 households in Program Year 2022.

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

The construction delays, significant staff turnover and the infusion of CDBG-CV funds to address emerging needs arising from the pandemic mean that city staff have some catching up to do to get funds spent. Staff have made necessary adjustments to increase service volume and the goal is to get caught up on spending for all delayed programs by the end of the 2023-24 program year. The largest challenge remains contractor capacity, as demand for contractors in the private sector has made it extremely challenging to find contractors for community development and housing programs. The City will be doing a substantial amendment to the CDBG program as the City is conducting a through audit of the existing programs to complete spending and evaluate performance of existing programs.

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

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	27	73
Low-income	5	11

Moderate-income	4	8
<b>Total</b>	<b>36</b>	<b>92</b>

**Table 13 – Number of Households Served**

## **Narrative Information**

Most of the City's affordable housing resources go towards serving families that are Extremely Low-Income. These outcomes demonstrate the City's efforts to foster and maintain affordable housing by preserving affordable owner-occupied housing, helping low--income families maintain their current rental housing, and helping low-income families secure affordable housing.

HOME TBRA assistance provides up six months of rental assistance to address worse case housing needs defined as low-income renters who pay more than half of their income in rent, live in seriously substandard housing which included households that are homeless people and those who have been involuntary placed. HOME TRBA was provided to 90 households consisting of 179 people. This assistance was provided through a sub-recipient agreement with Neighborhoods, Inc. (NIBC) which serves as the HARA (Housing Assistance Resource Agency) for Battle Creek and Calhoun County.

The significant disparity between projected and actual goals in this section are largely due to originally including public service grant outcomes in the action plan. Acquisition of new units is zero of ten because the City has yet to implement the infill housing program and the rent rehab program at 614 NE Capital did not complete during the program year. Most of the City's affordable housing resources (78%), 100 of the 128 households assisted, go towards serving families that are Extremely Low-Income. These outcomes demonstrate the City's efforts to foster and maintain affordable housing by preserving affordable owner-occupied housing, helping low--income families maintain their current rental housing, and helping low-income families' secure affordable housing.

In the 2022 Program Year, the City of Battle Creek served 36 households in the Minor Home Repair program (24 of these projects were reported in IDIS #736, and 12 of these projects were reported in IDIS #744), 27 of these households were extremely low-income. The 52 Minor Repair projects reported in IDIS #704 are 2020 accomplishments, and the 46 Minor Home Repair projects reported in IDIS #721 are 2021 accomplishments.

For the HOME funded Tenant-Based Rental Assistance program, 90 households consisting of 179 people were served (IDIS #693 and #712), most of the households assisted were extremely low-income. Of these 90 households, 43 were from homeless situations. The HOME program also funded the renovation of two houses, one served a two person household and one served a one person household. Of these two housing rehabilitations, one household was low-income and one was moderate income. A total of 128 households were assisted.

### **Owner & Renter Households by Income**

- 73 ELI renter households
- 27 ELI owner households
- 10 LI renter households
- 6 LI owner households
- 7 Mod Income renter household
- 5 Mod Income owner households

For the two housing rehabilitations funded by the HOME program in Program Year 2022, both properties had their property value after rehab documented with appraisals done by a licensed professional. Both properties were valued below 95% of the area median purchase price as established by HUD. These amounts are very generous compared to Battle Creek's more affordable housing prices. The amount of the Section 215 (b) of NAHA requires that the initial purchase price or after-rehabilitation value of homeownership units assisted with HOME funds not exceed 95 percent of the area median purchase price for single family housing, as determined by HUD.

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

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

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

Outreach to homeless people is conducted by the staff of the Haven and Kalamazoo IST. Staff regularly visit camps of homeless people. Day shelter is provided by the Share Center which is open daily from 8:00 am-7:00 pm., and offers coffee, computer access, bathrooms and laundry facilities. During bad weather, it stays open 24 hours a day. It maintained its 3 meal a day schedule through the pandemic, but average attendance shrunk from 120 people per day to about 50 people per day. The SHARE Center works closely with the Department of Veterans Affairs to support all the veterans who use the Center and receives funding from Summit Pointe, Battle Creek's Community Mental Health Authority.

The SHARE Center also houses Summit Pointe's Housing program. The SHARE Center does intake assessments and uses HMIS. Staff at the Haven and S.A.F.E. Place also engage people in services and help find housing. The VA also has outreach staff who work with the shelters to enroll homeless veterans in services. The Ark of Kalamazoo also conducts outreach in Battle Creek to engage homeless youth under the age of 18.

Each year the Homeless Coalition organizes a Homeless Health Fair/Project Homeless Connects/VA Stand Down which offers free haircuts, meals, toiletries, blankets, health care services and other services to engage homeless people. In a typical year, the annual outreach event is hosted at the City's recreation facility, Full Blast and serves 500 people in need of housing and services. In recent years, due to the pandemic, the Homeless Coalition has organized a tote bag distribution event instead. In October 2021, 500 totes were distributed through various community organizations.

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

The coronavirus epidemic and the requirement to social distance created a severe shortfall in the City of Battle Creek's inventory of emergency and transitional beds. This was addressed in the short term with the conversion of the City's Full Blast recreational facility into a homeless shelter. The long term solution has been to open another permanent shelter facility close to the Haven of Rest and City Hall, called the Battle Creek Homeless Shelter.

There is a continuing need for case management to help people connect to housing, employment and services, and rental assistance to help families and individuals move to permanent housing. Cares Act CDBG-CV funds were used during the program year to address these needs. HOME-ARP funds distributed in the 2021-22 program year prioritize case management and other supportive services. Shelter and services for victims of domestic violence are provided by S.A.F.E. Place which is always full and is seeking to expand their programming and stabilize ongoing funding of operations.

There is an unmet need for permanent supportive housing and affordable housing in quality condition for families and individuals. Homeless providers work creatively to obtain private donations government funding and foundation funding to fulfill their missions to help homeless people and others leaving unsafe home situations. They work constantly to maintain funding for their current inventory of shelter beds and services. The HOME-ARP planning process also prioritized permanent supportive housing and the City's allocation plan proposes funding for a 50-60 unit PSH development.

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

Organizations that provide homelessness prevention in Battle Creek include Neighborhoods Inc., which is the Housing Access Resource Agency (HARA) for Calhoun County and provides eviction prevention services and help for homeless people to find housing as well as providing foreclosure counseling to homeowners; Goodwill Financial Opportunities Center which also provides budget and foreclosure counseling; and Legal Services which provides legal intervention and education about foreclosures and evictions. Calhoun County Department of Health and Human Services, Salvation Army and Community Action also provide security deposit and utility assistance to prevent and resolve homelessness.

VOCES, a community-based organization serving the Latinx community in Calhoun County has a Housing Outreach Coordinator that is funded with a combination of CDBG and local funds to provide housing case management and interpretation services to families whose housing situation has been affected by the pandemic. Neighborhoods, Inc. of Battle Creek (NIBC) provided rent assistance using State of Michigan CERA funds. In the 2021-22 program year, NIBC was awarded rent assistance, housing case management, and TBRA grants from the City of Battle Creek, funded with CDBG-CV and HOME dollars. NIBC began accepting applications for these programs in the spring of 2022, and have significant outcomes to report in the 2022-23 program year. These programs will continue to be administered in 2023-24 considering the positive impact in the community.

The Haven's Jail Ministry works with people in Calhoun County's jail who do not have a place to live after release. CityLinC runs a Second Wind program that links people released from jail with employment and support.

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

There is a shortage of safe, quality, deeply subsidized housing in Battle Creek for extremely low-income families and individuals, but the larger problem is access. Many families or individuals that are unable to locate stable housing are being denied housing because they are perceived to be a higher risk due to a past eviction, poor credit, or a criminal history.

Homeless people can seek housing assistance from Neighborhoods, Inc., located at 47 N Washington Street. A housing case manager works with families and individuals to see if they qualify for available housing assistance. The Haven, S.A.F.E. Place, Neighborhoods, Inc., The Battle Creek Shelter and the Volunteers of America's Supportive Services for Veteran Families all use a needs assessment tool to prioritize housing services to those in highest need.

Other sources of short term rental and utility assistance include the Calhoun County Department of Health and Human Services State Emergency Relief, the Salvation Army's Social Services Program, Community Action and area churches. Currently, families and individuals in need of housing assistance need to approach each individual organization for assistance.

The Haven provides case management to help families and individuals gain a regular income to pay for housing and to access community resources to help prevent further episodes of homelessness.

Goodwill's Financial Opportunities Center has a financial fitness program to help people work through debt and low credit scores. Legal Services provides legal services and eviction prevention. Women's Co-Op provides support for women leaving poverty and seeking help through their store, volunteering and the Solutions Highway Program. Neighborhoods, Inc. provides homeownership counseling for those interested and able to own their own home, and also rents units to people recovering from homelessness. The Haven provides limited supportive permanent housing, currently three single family units for families and 15 units for individuals.

S.A.F.E. Place is a 54-bed emergency shelter for victims and survivors of domestic violence and sex trafficking located in Battle Creek. In addition to the shelter, they provide counseling, advocacy, referrals, and tutoring to survivors and their children. Shelter advocates are available 24/7 and 365 days a year via the crisis line.

The Battle Creek Homeless Shelter is a new shelter because of an existing need that was made more pressing due to the COVID-19 pandemic. The shelter is located at 209 E. Michigan Avenue and provides services to adult men and women during the day. These services include meals, showers, and referrals to housing and mental health support resources. Overnight accommodations are only for men at the moment.

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

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

The Battle Creek Housing Commission provides subsidized housing through various programs in the City of Battle Creek. The Commission was created on August 9, 1960 through a City ordinance. The five member Housing Commission is appointed to five year terms by the mayor with approval by the City Commission. The Housing Commission owns and manages 320 public housing units, administers the Housing Choice Voucher program and owns and manages 22 units of scattered site homeowner units.

The following is a list of the public housing facilities and unit type. Northside Drive Homes – (16) 2 and 3-bedroom single family homes Parkway Manor – (84) 1, 2, 3 and 4-bedroom townhomes

Cherry Hill Manor – (150) 1-bedroom apartments

Kellogg Manor – (70) Efficiency and 1-bedroom apartments

Home Ownership Program – (24) 2, 3, and 4-bedroom single family homes.

The public housing units provided by the Battle Creek Housing Commission are in good condition and currently there are 87 families on the waiting list. The Housing Commission receives from \$700,000 to \$900,000 yearly for renovation and maintenance expenses from HUD'S Capital Fund Program. In 2023, the Commission received a \$903,674 grant.

In addition to the public housing units and the scattered site homeowner units, the Battle Creek Housing Commission administers the Housing Choice Voucher program. Currently, it administers and has a budget for 809 vouchers in Battle Creek, Albion and Portage. Of those 809, 629 are currently being utilized. The majority of vouchers utilized are in Battle Creek (541). The current waiting list is estimated at 137, a notable drop of 40 percent from last year's wait list.

The Housing Commission assists mostly extremely low income and very low-income households in its public housing units and mostly very low and low-income families with Housing Choice vouchers. The homeownership program predominantly assists low-income households. According to Commission representatives, families interested in the homeownership program must earn at least \$18,000 per year and have full time employment. Many of the existing residents of the homeowner units were former public housing and/or Housing Choice voucher recipients. The opportunity for homeownership provided the needed incentive for these families.

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

During the program year the Battle Creek Housing Commission conducted resident input meetings to obtain feedback regarding the types of activities and improvements which are most needed and would provide the greatest benefit to Public Housing residents and the community. The general public as well as members of local government were extended invitations to participate in these meetings. The meetings are also used to inform residents of planned facilities improvements and serve to assure the proper expenditure of Capital Grant Funds.

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

Because of a late audit, the Battle Creek Housing Commission was declared a troubled public housing authority during the program year. The City has two representatives on the Board of Directors for the Battle Creek Housing Commission and is working with the Executive Director to clear the findings and return to being a standard performing public housing agency.



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

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

The City of Battle Creek hired Truth, Racial Healing, and Transformation (TRHT) Initiative in 2020 to complete an Affirmative Marketing Report and Plan for the implementation of the City's CDBG-CV grants. Available online at: [Affirmative Marketing Report & Plan - Google Docs](#). While not directed at public policies that serve as barriers to affordable housing, the plan did identify systemic barriers to vulnerable populations accessing affordable housing and housing resources.

In recent years, the City of Battle Creek has completed two housing studies and one review of redevelopment practices that speak to the impact of public policies on affordable housing. No ordinances were specifically identified as creating a barrier to the development of affordable housing, but a number of procedural changes and new policy ideas were proposed for further consideration by the City. In 2013, McKenna Associates prepared a comprehensive housing study and an analysis of impediments to fair housing that recommended a number of specific ordinance amendments and development incentives. In 2015, the City was selected as a Redevelopment Ready Community (RRC) program participant by Michigan Economic Development Corporation which involved an assessment of the City's community revitalization efforts and provided recommendations for improving redevelopment efforts. These reports are available online at [www.battlecreekmi.gov/186](http://www.battlecreekmi.gov/186).

Additional actions that have been taken in recent years include:

- The City hired Paul Fate and Associates in 2019 to complete an assessment of the community development delivery system in Battle Creek. This report assessed current market conditions, strengths and gaps in housing and neighborhood strategy, national best practices for creating vital cities, the state of nonprofit capacity and recommendations for strengthening the ecosystem. Available at: <http://www.battlecreekmi.gov/DocumentCenter/View/6150>.
- The City's Planning Division made a number of changes to its development review policies and procedures to improve and expedite service to the community and developers including: offering conceptual site plan review meetings for applicants; incorporating neighborhood planning council outreach information into the public participation strategy; and creating greater clarity around the development process by adding development review process flowcharts with timelines to the city website.
- Modified the City's Vacant and Abandoned Buildings ordinance to create greater accountability around the most derelict properties while easing some provisions in order to help private owners return properties to productive use. Many of these properties are located in low- and moderate-income neighborhoods.
- The Inspections and Code Compliance Division administratively made changes to vacant and abandoned building inspection requirements. Vacant and abandoned properties that have been unoccupied for less than 24 months are now only required to have a minimum housing code inspection rather than an all-trades safety inspection. This allows property owners to

return properties back into productive use with fewer regulatory and financial barriers.

- In addition to a complete overhaul of the zoning code in 2020, City staff continues to annually review and make revisions to the zoning code that helps decrease barriers to housing. Some examples include reducing minimum square foot for residential units 750 to 450 square foot. This is substantial because it increases opportunity for people to have access to more affordable housing units because now we can construct micro units which are more affordable from a utility stand point and mortgage stand point. It allows us to diversify housing types because our community. Reduced the requirement for standards and materials for residential buildings in the Form Based Code districts and these districts have more flexibility to develop more housing.

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

Public funding for community development activities is limited and the problems to be addressed in neighborhoods are complex and numerous. Strategies are based on giving neighborhoods tools to address blight and make rentals safe by funding code compliance and demolition; eviction diversion and housing case management services to help people stay housed or secure new housing; and home repair for those who cannot afford to repair their homes. CDBG funding was also used for program delivery costs, public engagement and strategic planning for 20% of the CDBG allocation. Planning and public engagement has been a key to pursuing additional funds from the State and local funders.

For the HOME program, funds were allocated to preserve affordable housing by funding rehabilitation of housing and by providing tenant-based rental assistance in partnership with nonprofit organizations. With the onset of the coronavirus pandemic, the need for rental assistance increased dramatically, whereas demand for home owner rehab declined due to the need for social distancing. As a result, City staff reprogrammed its 2019 HOME funds through an amendment to the 2019 Annual Action Plan, reducing home owner rehab funds and increasing TBRA to meet the need. Some of these reallocated funds were spent in 2020, but were awarded to a new sub-recipient in late 2021 and were administered through 2022-2023.

While almost all funded activities occur in low- and moderate-income areas, the unmet need is large. The City has hundreds of registered vacant buildings; nearly a thousand people experience homelessness each year; rents are increasing dramatically; and, approximately 3,550 households are severely housing cost burdened meaning that they pay over 50% of their income in housing and utility costs. Funds are targeted to be strategically used to address community needs. The 2022 public engagement process and needs assessment for the Consolidated Plan informed these allocation priorities. In a typical year (i.e., non-pandemic influenced), numerous public workshops are held to ensure that the strategies developed continue to address priority needs.

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

Any housing unit that is rehabilitated, modernized, weatherized, or reconstructed using City or entitlement dollars must address lead paint hazards that are present. When Lead Inspections/Risk Assessments are required, they are done before work begins and when finished a Lead Clearance is required, all provided by a licensed Lead Inspector. All sub-recipients must comply with federal regulations for lead hazard reduction and/or abatement in an effort to reduce the hazards of lead paint in the community. Every homeowner is provided a pamphlet education about the lead risks

before any rehabilitation work begins. The City verifies these requirements have been met by monitoring programs yearly.

The Calhoun County Public Health Department and the City of Battle Creek started a Lead Poisoning Prevention Task Force in January of 2016 as a way for agencies within Calhoun County to share information about lead resources and activities. The initial focus was on stakeholders that serve areas that have had high levels of positive lead testing in the past.

The task force is a diverse group with representation from state, county, city, village and township governments; public health agencies, early childhood service providers, and non-profit housing providers. Up until the start of the pandemic the group met monthly to create action in three areas: increasing lead testing in children, decreasing lead exposures in homes and the environment, and creating greater public awareness about the risks of lead poisoning.

Since the beginning of the pandemic the task force has been on hiatus, but a number of the partners have continued to coordinate activities. The City and Community Action continue to implement the now \$1.9 million, an increase of \$400,000 from last year's allocation, per year CHIP Medicaid Lead Hazard Control Grant from the Michigan Department of Health and Human Services (MDHHS). The City was also awarded a \$3.4 Lead Hazard Control and Healthy Homes grant from HUD in 2020. Over three years the city anticipates completing 85 lead hazard control projects.

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

CDBG and HOME funded programs serve as the cornerstone of the City's efforts to address community development needs, including poverty. Programs and projects funded during the 2021-22 program year which addressed the causes, as well as the symptoms of poverty, included the following:

- Housing rehabilitation for low- and moderate-income individuals unable to secure financing to address health, safety, and accessibility issues in their homes.
- Financial literacy and budgeting classes offered through Neighborhoods, Inc. to encourage asset growth and proper money management techniques and responsible use of credit.
- Tenant-based Rental Assistance to assist people that are trying to get back on their feet with access to affordable housing.

CDBG-CV rental assistance and CDBG-CV utility assistance to help families whose housing situation has been affected by the pandemic to avoid eviction.

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

The City of Battle Creek continues to improve, and expand on, its collaborative efforts. Efforts are made to fill gaps identified through Consolidated Planning Workshop sessions, outreach sessions with citizen groups, meetings of local collaborative bodies and consultations with sub-recipients and other service organizations with similar missions. Staff will continue to identify and reach out to agencies and organizations that may be key partners in addressing the needs of low and moderate income persons within Battle Creek.

Community Development staff are involved with the Battle Creek Area Homeless Coalition, The Coordinating Council, the Housing Solutions Board, the Human Relations Board and various other boards and committees. As required, staff also continue to meet with many agencies in the community and provide technical assistance for those in need.

The City and the Calhoun County Land Bank Authority (CCLBA) continue to collaborate on housing and neighborhood development activities in Battle Creek neighborhoods.

The City, Neighborhoods Inc., Community Action, Habitat for Humanity, and the CCLBA and other local agencies continue to work together to coordinate housing services and programs to families and to do joint planning to increase neighborhood impact. Working groups to coordinate the work of agencies building wheel chair ramps, collaborate in doing outreach to local and MBE/WBE contractors, to develop new lead abatement programs and to review neighborhood data and choose target areas for services, are examples of progress being made in this area.

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

Actions taken to enhance coordination between public and private housing and social service agencies include the City's participation in rental property owner outreach, the Calhoun County Lead Poisoning Prevention Task Force and BC Vision.

City staff serve as members of the "Beyond Separation" Design Team of the Truth, Racial Healing, and Transformation (TRHT) Initiative. TRHT is a community-wide collaborative initiative funded by the W.K. Kellogg Foundation focused on creating a racial equity movement in Battle Creek. The Beyond Separation team is focused on housing and addressing segregation and is comprised of representatives from the City, the Battle Creek Area Association of Realtors, the Fair Housing Center of Southwest Michigan, the Urban League, and community members.

The City held a funders symposium that brought together local community-based organizations redeveloping vacant land and local, state, and federal funders in 2021 and continues to work with these groups to secure State and local funds for their projects. Each organization has had their proposed redevelopment projects scored against the Consolidated Plan using the City's strategic value score card, and numerous have received State, local foundation, or City ARPA funding.

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

As a condition of receiving HOME and other HUD formula based funding, the City of Battle Creek is required to certify that it will affirmatively further fair housing. This requires the City to identify and address impediments to fair housing choice. HUD defines an impediment to fair housing choice as:

Any actions, omissions, or decisions taken because of race, color, religion, sex, disability, familial status, or national origin which restrict housing choices or the availability of housing choices;

And any actions, omissions, or decisions which have the effect of restricting housing choices or the availability of housing choices on the basis of race, color, religion, sex, disability, familial status, or national origin.

The City continued its work with the Human Relations Board to increase constructive communication among all people regardless of race, ethnicity, color, religion, national origin, sex, age, height, weight, marital status, physical or mental disability, family status, sexual orientation, gender identity, or socioeconomic status to promote productive relationships and equitable access to community resources for all. The board has resumed meeting in person and continues to review and advise on a number of equity related issues.

In response to the 2021 Equity Audit conducted by MGT the city to hired a Diversity, Equity, and Inclusion (DEI) Officer to champion DEI throughout the organization.

City staff serve as members of the “Beyond Separation” Design Team of the Truth, Racial Healing, and Transformation (TRHT) Initiative. TRHT is a community-wide collaborative initiative funded by the W.K. Kellogg Foundation focused on creating a racial equity movement in Battle Creek. The Beyond Separation team is focused on housing and addressing segregation and is comprised of representatives from the City, the Battle Creek Area Association of Realtors, the Fair Housing Center of Southwest Michigan, the Urban League, and community members. The team held three homebuyer education workshops in 2023 directed at BIPOC audiences, and translated the Home Buyer Guide into the Spanish Language.

The City hired Truth, Racial Healing, and Transformation (TRHT) Initiative to complete an Affirmative Marketing Report and Plan for the implementation of the City’s CDBG-CV grants. Available online at: [Affirmative Marketing Report & Plan - Google Docs](#). Based on findings of the Affirmative Marketing Report, the City funded a position at VOCES to provide housing case management for Latinx individuals and families affected by the pandemic.

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

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

The City of Battle Creek monitored all sub-recipients in May of 2022 and plans to monitor subrecipients in October and November of 2023. All programs (including those internally administered) are required to submit quarterly progress reports. Community Development staff meet two times a month to discuss comprehensive planning and progress towards addressing priority needs.

Regarding the HOME program:

CFR 92.251 (b) (3) Frequency of inspections states that "the participating jurisdiction must conduct an initial property inspection to identify the deficiencies that must be address. The participating jurisdiction must conduct progress and final inspections to determine that work was done in accordance with work write-ups."

The City of Battle Creek has established a policy that requires at least three inspections on every HOME-funded Homeowner Rehab, ADR and Rental Rehab project. The City's Housing Rehab Coordinator inspects properties and provides a written statement documenting each inspections and its results for the file. The Housing Rehab Coordinator does a pre-construction inspection with a cost specification before any rehab project is approved, then a mid-construction inspection is scheduled around the second draw of funds or when the project is nearing its mid-point. Before the final draw of funds is made, the Housing Rehab Coordinator checks to see that all City permits have been finalized and a certificate of occupancy has been issued, and then conducts a final inspection.

All units assisted with TBRA receive a Housing Quality Standards (HQS) inspection by a Code Compliance officer. All units assisted are also required to be registered rentals with the City of Battle Creek. All registered rentals have to be inspected every three to six years depending on the renewal schedule and whether any complaints have been received.

All Rehab properties, whether assisted with HOME funds or CHDO-Proceeds are inspected the required at least three times during the construction process and within 12 months of project completion. They are then inspected every three years by a Code Compliance Officer. Annually, the nonprofit owner of the rental rehab properties certifies that each property is suitable for occupancy, taking into account State and local health, safety, and other applicable codes, ordinances and requirements.

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

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

The following measures were undertaken in accordance with the City's Citizen Participation Plan to ensure citizens have reasonable notice and an opportunity to comment on performance reports:

The City notified the public via a public notice ad in the Shopper News on August 10, 2023 that under the Housing and Community Development Act of 1974, as amended and the Cranston- Gonzalez National Affordable Housing Act of 1990, the City of Battle Creek is required to do the following:

- Complete a performance report detailing the progress of the Community Development Block Grant and HOME Investment Partnership programs.
- Make the report available for public comment for at least 15 days.
- Hold a public hearing.

The Battle Creek City Commission held a public hearing on Tuesday, September 5, 2023, at 7:00 p.m. for the purposes of hearing public comment on the Consolidated Annual Performance Evaluation Report (CAPER).

A copy of the CAPER was made available from Tuesday, August 22, 2023, through Thursday, September 22, 2023 online at [www.battlecreekmi.gov/183](http://www.battlecreekmi.gov/183).

No Public Comments were received.

A digital copy of the CAPER is available through the Community Development page on the City's website. Accomplishment data will be shared during public engagement sessions held at Neighborhood Planning Council meeting this winter.

In all public notices, the City of Battle Creek notes that it will provide necessary auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered in a public meeting with a seven day notice to the City. Individuals with disabilities should contact the City's City Clerk to arrange for accommodations. The City of Battle Creek will also provide interpretation services and translation of any printed material with written notice.

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

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

The City received two allocations of CARES Act CDBG-CV funds, bringing the total allocation of CDBG-CV funds to \$1,004,976. CDBG-CV funds were allocated to activities that address the emerging needs caused by the pandemic such as the reduction of homeless shelter beds due to the need to social distance, hotel vouchers for temporary stays for domestic violence victims, rent assistance, utility assistance, housing case management, and eviction diversion services. The City continues to fund Tenant Based Rental Assistance, Housing Case Management , and eviction diversion services to help people experiencing homelessness.

Implementing of the Rental Rehabilitation Program has been slow and it has been difficult to find projects for the program. When the one rehabilitation of a five unit apartment building is complete, the City will end the Rental Rehabilitation program and reprogram dollars to another use. This will be a substantial amendment to the CDBG program and will go through the public engagement process.

The City has committed to funding a Youth Village Early Learning and Childhood Center with CDBG funds in the North Central/Washington Height Target area. This project has delayed starting because the environmental assessment found soil contaminated with heavy metals on the property parcels. Plans to remediate this situation are being developed and must be completed before the project can move forward.

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

No



## **CR-50 - HOME 91.520(d)**

**Include the results of on-site inspections of affordable rental housing assisted under the program to determine compliance with housing codes and other applicable regulations**

Please list those projects that should have been inspected on-site this program year based upon the schedule in §92.504(d). Indicate which of these were inspected and a summary of issues that were detected during the inspection. For those that were not inspected, please indicate the reason and how you will remedy the situation.

The City's HOME program has not funded rental housing development. In the Tenant Based Rental Assistance program administered by a subrecipient, NIBC, the City's Code Compliance officers ensure that the units rented are registered rentals and conduct a housing inspection.

**Provide an assessment of the jurisdiction's affirmative marketing actions for HOME units.  
92.351(b)**

No City of Battle Creek rental or homebuyer projects contain five or more HOME-assisted housing units. All properties assisted with HOME funds for HOR or ADR are single family properties. All HOME sub-recipients and nonprofit CHDO developers follow Fair Housing law and principles.

Currently all assisted properties are occupied. ADR properties and rental rehab properties are widely advertised in the local papers, at the Battle Creek Housing Commission and on the internet. When our CHDO was slow to rent and sell assisted properties, the City required a monthly report on marketing activities. All properties were sold or rented with the regulatory timeframes.

**Refer to IDIS reports to describe the amount and use of program income for projects, including the number of projects and owner and tenant characteristics**

A total of \$7,998 of program income was received during the program year. This amount was receipted on 5/5/2023 and was received from an early payoff of a lien from a 2016 Homeowner Rehab completed through Community Action for 126 E Willard. This program income was credited to Tenant Based Rental Assistance IDIS #693 and then transferred for use by Tenant Based Rental Assistance IDIS #726, this program income was used on 9/27/2023.

**Describe other actions taken to foster and maintain affordable housing. 91.220(k) (STATES ONLY: Including the coordination of LIHTC with the development of affordable housing). 91.320(j)**

The City of Battle Creek continues to strengthen its relationships with the Calhoun County Land Bank Authority and their efforts to work in neighborhood target areas to create opportunities for in-fill housing. Battle Creek has two organizations that have been Community Housing Development Organizations (CHDO) in the past, Neighborhoods, Inc. also known as NIBC, and the Battle Creek Area Habitat for Humanity. Both NIBC and Habitat for Humanity have new leadership. The City has provided technical assistance to both organizations and hope to bring Habitat on as a CHDO in the 2023 program year. The City of Battle Creek is also working with a developer of permanent supportive housing, Upholdings, to develop 55 units of permanent supportive housing on land that the City currently owns. Low income housing tax credits would pay for the construction of the one bedroom apartments, and housing choice vouchers from the Battle Creek Housing Commission would contribute to the operating costs. The City also owns other two other large vacant parcels that are being considered by developers for affordable housing using the Low Income Housing Tax Credit program - the former K Mart site and the Dolver site.



Office of Community Planning and Development  
U.S. Department of Housing and Urban Development  
Integrated Disbursement and Information System

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PR26 - CDBG Financial Summary Report

Program Year 2022

BATTLE CREEK , MI

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	1,503,402.47
02 ENTITLEMENT GRANT	1,225,449.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	2,728,851.47

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	689,626.39
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	689,626.39
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	190,501.39
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	880,127.78
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	1,848,723.69

PART III: LOW/MOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	616,192.42
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	616,192.42
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	89.35%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2022 PY: PY:
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	0.00
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	0.00
32 ENTITLEMENT GRANT	1,225,449.00
33 PRIOR YEAR PROGRAM INCOME	10,121.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	1,235,570.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	0.00%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	190,501.39
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	190,501.39
42 ENTITLEMENT GRANT	1,225,449.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	1,225,449.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	15.55%



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LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

No data returned for this view. This might be because the applied filter excludes all data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Plan Year	IDIS Project	IDIS	Activity	Activity Name	Matrix Code	National Objective	Drawn Amount
2017	6	680		Rental Rehabilitation Program	14B	LMH	\$66,103.63
					14B	Matrix Code	\$66,103.63
2021	6	750		Rent Rehabilitation Administration	14H	LMH	\$5,692.51
2022	5	752		Rent Rehabilitation Administration	14H	LMH	\$1,637.83
					14H	Matrix Code	\$7,330.34
Total							\$73,433.97

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2018	6	696	6775905	Rental Rehabilitation Program	14A	LMH	\$2,450.00
2021	5	736	6700066	Housing Rehabilitation - Minor Home Repair	14A	LMH	\$49,972.34
2021	5	736	6712826	Housing Rehabilitation - Minor Home Repair	14A	LMH	\$22,063.38
2021	5	736	6744312	Housing Rehabilitation - Minor Home Repair	14A	LMH	\$49,132.44
2021	5	736	6749603	Housing Rehabilitation - Minor Home Repair	14A	LMH	\$32,152.09
2021	5	736	6753258	Housing Rehabilitation - Minor Home Repair	14A	LMH	\$46,980.00
2021	5	736	6759434	Housing Rehabilitation - Minor Home Repair	14A	LMH	\$90,835.00
2022	4	744	6762938	Housing Rehabilitation - Minor Home Repair	14A	LMH	\$74,410.25
					14A	Matrix Code	\$367,995.50
2020	14	717	6712826	Rent Rehabilitation Administration	14H	LMH	\$1,200.00
2020	14	717	6759434	Rent Rehabilitation Administration	14H	LMH	\$2,541.36
2021	4	737	6679204	Housing Rehabilitation Administration	14H	LMH	\$189.58
2021	4	737	6700066	Housing Rehabilitation Administration	14H	LMH	\$1,067.76
2021	4	737	6712826	Housing Rehabilitation Administration	14H	LMH	\$54.96
2021	4	737	6744312	Housing Rehabilitation Administration	14H	LMH	\$44.78
2021	4	737	6749603	Housing Rehabilitation Administration	14H	LMH	\$67.95
2021	4	737	6753258	Housing Rehabilitation Administration	14H	LMH	\$342.87
2021	4	737	6759434	Housing Rehabilitation Administration	14H	LMH	\$97.90
2022	4	745	6712826	Housing Rehab Administration	14H	LMH	\$17,162.81
2022	4	745	6744312	Housing Rehab Administration	14H	LMH	\$4,122.59
2022	4	745	6749603	Housing Rehab Administration	14H	LMH	\$3,615.44
2022	4	745	6753258	Housing Rehab Administration	14H	LMH	\$9,758.56
2022	4	745	6759434	Housing Rehab Administration	14H	LMH	\$24,309.11
2022	4	745	6762938	Housing Rehab Administration	14H	LMH	\$4,038.27
					14H	Matrix Code	\$68,613.94
2020	11	719	6700066	Code Enforcement	15	LMA	\$21,395.91
2021	3	735	6700066	Code Enforcement	15	LMA	\$10,573.91
2021	3	735	6712826	Code Enforcement	15	LMA	\$23,011.05
2021	3	735	6744312	Code Enforcement	15	LMA	\$8,091.34
2021	3	735	6749603	Code Enforcement	15	LMA	\$16,932.18
2021	3	735	6753258	Code Enforcement	15	LMA	\$31,944.52
2021	3	735	6759434	Code Enforcement	15	LMA	\$58,460.14
2021	3	735	6762938	Code Enforcement	15	LMA	\$9,173.93
					15	Matrix Code	\$179,582.98
Total							\$616,192.42

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

No data returned for this view. This might be because the applied filter excludes all data.

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37



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Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2022	2	742	6712826	Neighborhood Planning Administration	20		\$30,881.23
2022	2	742	6744312	Neighborhood Planning Administration	20		\$3,620.37
2022	2	742	6749603	Neighborhood Planning Administration	20		\$15,106.70
2022	2	742	6753258	Neighborhood Planning Administration	20		\$19,475.55
2022	2	742	6759434	Neighborhood Planning Administration	20		\$34,025.11
2022	2	742	6762938	Neighborhood Planning Administration	20		\$3,843.68
					20	Matrix Code	\$106,952.64
2021	1	733	6700066	General Administration (CDBG)	21A		\$1,362.89
2021	1	733	6712826	General Administration (CDBG)	21A		\$1,608.61
2021	1	733	6744312	General Administration (CDBG)	21A		\$228.90
2021	1	733	6749603	General Administration (CDBG)	21A		\$228.06
2021	1	733	6753258	General Administration (CDBG)	21A		\$471.44
2021	1	733	6759434	General Administration (CDBG)	21A		\$268.46
2022	1	741	6712826	General Administration (CDBG)	21A		\$25,537.67
2022	1	741	6744312	General Administration (CDBG)	21A		\$5,783.20
2022	1	741	6749603	General Administration (CDBG)	21A		\$5,771.75
2022	1	741	6753258	General Administration (CDBG)	21A		\$15,397.66
2022	1	741	6759434	General Administration (CDBG)	21A		\$21,625.62
2022	1	741	6762938	General Administration (CDBG)	21A		\$5,264.49
					21A	Matrix Code	\$83,548.75
Total							\$190,501.39



# CITY OF BATTLE CREEK

COMMUNITY SERVICES DEPARTMENT – COMMUNITY DEVELOPMENT

October 2, 2023

Memo

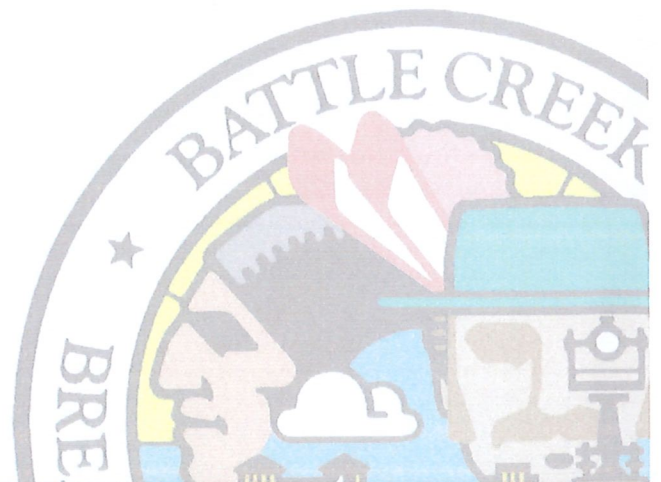
Subject: 2022 CAPER Public Comment and Public Hearing

A copy of the 2022 CAPER was made available online and in the Community Development Office of the City of Battle Creek in City Hall at 10 N Division Street, Battle Creek, Room 104 from August 22, 2023 to September 22, 2023 for the purposes of hearing public comment. No public comment was received.

The Battle Creek City Commission held a formal public hearing on the CAPER on Tuesday, Sept. 5, 2023. Attached are the official minutes from that meeting. No public comment was received.

Sincerely,

Helen Guzzo  
Community Development Supervisor  
City of Battle Creek





## **Agenda: Battle Creek City Commission**

Meeting Date: September 5, 2023- 7:00 PM

Location: City Commission Chambers

Chair: Mayor Mark A. Behnke

Title: Battle Creek City Hall - City Commission Chambers, 3rd Floor

### VIDEO

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#### **ATTENDANCE**

##### **COMMISSIONERS**

Mayor Mark Behnke

Commissioner Jenasia Morris

Commissioner Carla Reynolds

Commissioner Jake Smith

Commissioner Roger Ballard

Commissioner Patrick O'Donnell

Commissioner Christopher Simmons

Vice Mayor Sherry Sofia

**ABSENT:** Commissioner Jim Lance

##### **CITY STAFF**

Rebecca Fleury, City Manager

Victoria Houser, City Clerk

Shannon Bagley, Police Chief

Bill Beaty, Fire Chief

Duska Brumm, Recreation Director

Rick Bolek, Chief Building Official

Phil Krol, Aviation Director

Marcie Gillette, Community Services  
Director

Jill Steele, City Attorney

Ted Dearing, Assistant City Manager

Darcy Schmitt, Planning Supervisor

Steve Skalski, Director of Public Works

Aaron Kuhn, Revenue Services Director

Chad Frein, IT Director

Marcel Stoetzel, Deputy City Attorney

Helen Guzzo, Community Development  
Supervisor

#### **INVOCATION**

#### **PLEDGE OF ALLEGIANCE**

The Pledge of Allegiance was led by Vice Mayor Sofia.

#### **ROLL CALL**

#### **PROCLAMATIONS AWARDS**

Proclamation for Hispanic Heritage Month 2023

Vice Mayor Sofia, along with Mayor Behnke, proclaimed the period of September 15 - October 15

as "Hispanic Heritage Month" in the greater Battle Creek area, urging citizens to increase their awareness of and celebrate the proud history, cultures and contributions of those American citizens who Hispanic and Latino ancestors, both past and present, have woven part of the tapestry that is our great City.

#### Certificate of Recognition - Dale Geminder

Mayor Behnke recognized Dale Geminder for his dedication and service to our community as the Executive Director of Access Vision, thanking him for his leadership and devotion.

#### Proclamation for National Diaper Need Awareness Week 2023

Comm. Reynolds, along with Mayor Behnke, proclaimed the week of September 18 through September 24, 2023, as "National Diaper Need Awareness Week" in the City of Battle Creek, thanking the diaper banks, their staff, volunteers and donors, for their service. Mayor Behnke encouraged the neighbors of the city to donate generously to diaper banks, diaper drives, and those organizations that collect and distribute diapers to families struggling with diaper needs, so that all Battle Creek children and families can thrive and reach their full potential.

#### **PRESENTATIONS**

Interim Financial Statements thru June 30, 2023, by Revenue Services Director Aaron Kuhn

Aaron Kuhn, Revenue Services Director, presented the Interim Financial Statement, through June 30, 2023.

#### **PETITIONS COMMUNICATIONS REPORTS**

There were no petitions, communications or reports.

#### **CHAIR NOTES ADDED OR DELETED RESOLUTIONS**

There were no added or deleted resolutions.

#### **PUBLIC HEARING**

A Public Hearing to hear public comment on the 2022-23 Draft Consolidated Annual Performance Evaluation Report (CAPER).

Mayor Behnke declared the public hearing open, inviting attendees to share public comment.

Hearing no public comment, Mayor Behnke declared the public hearing closed.

#### **ADOPTION OF ORDINANCES**

222 A Resolution seeking adoption of Ordinance #08-2023, an Ordinance to amend Section 608.30 of City Ordinances Urban Livestock, to allow the keeping of ducks, quails and bees in the City.

Motion to To amend

Moved By: PATRICK O'DONNELL

Supported By: CHRISTOPHER SIMMONS

David Moore stated he was not opposed to the raising of animals, but was not in favor of this being done within the urban areas of the city, preferring it only be allowed in the rural areas.

A resident thanked the commission for the addition of bees to the ordinance, stating she was available for any questions.



Graham commented on the safety of locally grown eggs, stating the local process follows more safety guidelines than industrial producers. As to bees, Graham stated bees are an important asset to our environment.

John Kenefick asked that the ordinance be amended to reduce the costs of raising quail, duck and bees in the city.

Comm. Simmons stated that although he was supportive of raising quail and duck, he had concern with the raising of bees, but upon additional research he has gained a better understanding of bees and their benefits, however, expressing concern with bees setback, and protection of children who encounter a beehive.

Darcy Schmitt, Planning Supervisor, noted a setback and a structure, such as fencing or screening to force the bees to go up, is required, preventing the bees from quickly exiting the beehive, also noting acreage creates distance.

Vice Mayor Sofia stated the maps that were provided with the ordinance appear to have some errors as to individual parcels, also noting the city's parks are indicated as eligible properties. Vice Mayor Sofia questioned the process for denial or revocation.

Ms. Schmitt noted GIS does not have the ability to put setbacks and other requirements into the maps, stating it would take substantial time to analyze each parcel to determine if they meet setbacks and other requirements. As to denial or revocation, Ms. Schmitt stated a Code officer would need to inspect properties to ensure compliance with the ordinance, and if not compliant, the property owner/renter would be provided a notice to correct, and if the conditions are not corrected, the license would be revoked.

Vice Mayor Sofia asked who would be responsible for animals if a permit was revoked.

Rebecca Fleury, City Manager, stated All Species Kinship (ASK), and other local rescue organizations have assisted in the past, but BCPD Animal Control would become involved for larger issues.

Vice Mayor Sofia shared that she has contacted local veterinarians to find someone who would treat birds, but the closest vet is in Kalamazoo, but is not taking new patients. Vice Mayor Sofia stated she is not unsympathetic to the desire to raise animals, but this is a difficult responsibility, stating she grew up on a farm, raising many types of animals.

Ms. Schmitt informed everyone that MSU has a great program, providing service for many types of animals.

Comm. Ballard stated he has a bee garden at his home and he has never had an issue with bees, also noting 95% of constituents in Ward 1 are in favor of raising quail, duck and bees.

Comm. O'Donnell stated honey bees are very docile, whereas wasp and hornets, which can attack, are often confused with bees.

Jill Steele, City Attorney, suggested an amendment be added to the ordinance to add language referencing state and federal permits and/or licenses be obtained if required.

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH, SOFIA

Absent: LANCE  
MOTION PASSED

Motion to Approve  
Moved By: JENASIA MORRIS  
Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH  
Nays: SOFIA

Absent: LANCE  
MOTION PASSED

223 A Resolution seeking to adopt Ordinance #09-2023, repealing Chapter 282 of City Ordinances, "Parks and Recreation Advisory Board," as it has become obsolete.

Motion to Approve  
Moved By: JENASIA MORRIS  
Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH,  
SOFIA

Absent: LANCE  
MOTION PASSED

**PUBLIC COMMENTS REGARDING CONSENT AGENDA AND RESOLUTIONS NOT ON CONSENT AGENDA**

John Kenefick commented on resolutions 232, 233, 234 and 235, and the costs.

Chuck Asher commented on resolution 242, referencing the installation of smoke detectors in homes from a 1995 grant.

(Limited to three minutes per individual)

**COMMISSION COMMENT REGARDING MEETING BUSINESS**

**CONSENT AGENDA**

Motion to Approve  
Moved By: JENASIA MORRIS  
Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH,  
SOFIA

Absent: LANCE  
MOTION PASSED

Minutes for the August 15, 2023 City Commission Regular Meeting

Minutes for the August 15, 2023 City Commission Closed Session

**CONSENT RESOLUTIONS**

- 225        A Resolution seeking to appoint 14 members to the Minges Brook/Riverside  
Neighborhood Planning Council (NPC #11).

Motion to Approve

Moved By: JENASIA MORRIS

Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH,  
SOFIA

Absent: LANCE

MOTION PASSED

- 224        A Resolution seeking to appoint 1 member to the Urbandale Neighborhood  
Planning Council (NPC #5).

Motion to Approve

Moved By: JENASIA MORRIS

Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH,  
SOFIA

Absent: LANCE

MOTION PASSED

- 226        A Resolution authorizing the sale of a vacant, City-owned, tax-reverted property,  
Parcel Number 3500-00-175-0.

Motion to Approve

Moved By: JENASIA MORRIS

Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH,  
SOFIA

Absent: LANCE

MOTION PASSED

- 227        A Resolution authorizing the sale of a vacant, City-owned, tax-reverted property,  
Parcel Number 9100-00-062-0.

Motion to Approve

Moved By: JENASIA MORRIS  
Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH,  
SOFIA

Absent: LANCE  
MOTION PASSED

- 228            A Resolution seeking to amend the current contract #2020-004C with Azteca Systems, LLC for a Cityworks Enterprise License and Maintenance Agreement at the Department of Public Works Records in a not-to exceed fifth and final year amount of \$81,960.00.

Motion to Approve  
Moved By: JENASIA MORRIS  
Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH,  
SOFIA

Absent: LANCE  
MOTION PASSED

- 229            A Resolution seeking authorization for the City Manager to amend the contract between Consumers Energy Company and the City of Battle Creek to remove two streetlights at 14 Cherry St.

Motion to Approve  
Moved By: JENASIA MORRIS  
Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH,  
SOFIA

Absent: LANCE  
MOTION PASSED

- 230            A Resolution seeking authorization for the City Manager to execute a Quit Claim Deed to Donna Wood who is purchasing 223 Wilds Avenue from the Battle Creek Housing Commission.

Motion to Approve  
Moved By: JENASIA MORRIS  
Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH,  
SOFIA

Absent: LANCE  
MOTION PASSED

- 231            A Resolution seeking authorization for the City Manager to enter into an Easement Agreement with Consumers Energy for access over a portion of two City owned parcels at the Battle Creek Executive Airport on S Airport Road, identified as Parcel ID: 0066-00-180-1 and Parcel ID: 0059-00-001-1.

Motion to Approve  
Moved By: JENASIA MORRIS  
Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH, SOFIA

Absent: LANCE  
MOTION PASSED

- 232            A Resolution supporting the submission of an application from Battle Creek Unlimited to the Department of Labor and Economic Opportunity's MI Community Center Grant Program.

Motion to Approve  
Moved By: JENASIA MORRIS  
Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH, SOFIA

Absent: LANCE  
MOTION PASSED

- 233            A Resolution seeking authorization of a payment in the amount of \$58,333.34 to Battle Creek Unlimited for the City's share of the cost to develop a housing plan for the community.

Motion to Approve  
Moved By: JENASIA MORRIS  
Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH, SOFIA

Absent: LANCE  
MOTION PASSED

**RESOLUTIONS NOT INCLUDED IN THE CONSENT AGENDA**

- 234            A Resolution seeking amendment of the "2023/2024 Fee, Bond, and Insurance Schedule" for the City of Battle Creek.

Motion to Approve

Moved By: JENASIA MORRIS

Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH, SOFIA

Absent: LANCE

MOTION PASSED

- 235            A Resolution seeking acceptance of the proposal of best value for Flash Flood Water Park swimming pool chlorinator system from Aquatic Source, LLC in a not-to-exceed amount of \$103,616.00.

Motion to Approve

Moved By: JENASIA MORRIS

Supported By: PATRICK O'DONNELL

Comm. Smith agreed with a resident statement that a swimming pool is not an essential service, but that it is in the City's best interest to maintain and improve the water park.

Comm. O'Donnell stated Flash Flood provides opportunities for young people and families to participate in physical activity, while also bringing the community together.

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH, SOFIA

Absent: LANCE

MOTION PASSED

- 236            A Resolution seeking approval of a six-month extension of S11-2022, a special use permit to allow a child care center for up to 50 children at 200 Capital Avenue SW in a T-4 Downtown Commercial District pursuant to Section 1281.05(a)(5) of the zoning code.

Motion to Approve

Moved By: JENASIA MORRIS

Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH, SOFIA

Absent: LANCE

MOTION PASSED

- 237            A Resolution seeking approval of an Early Voting site, located at the Kool Family Community Center, 200 W. Michigan Avenue, Battle Creek, Michigan.

Motion to Approve  
Moved By: JENASIA MORRIS  
Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH,  
SOFIA

Absent: LANCE  
MOTION PASSED

- 238        A Resolution seeking appointment of the Assistant Revenue Services Director Amanda Woodin as Officer Delegate and Yolanda Johnson as Employee Delegate to attend the annual meeting of the Michigan Municipal Employees' Retirement System (MERS) to be held September 28th and 29th, 2023 in Detroit, Michigan.

Motion to Approve  
Moved By: JENASIA MORRIS  
Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH,  
SOFIA

Absent: LANCE  
MOTION PASSED

- 239        A Resolution seeking authorization for the City Manager to execute a grazing agreement with Power Grazers, LLC, for sheep grazing of City storm basins.

Motion to Approve  
Moved By: JENASIA MORRIS  
Supported By: PATRICK O'DONNELL

Comm. Ballard questioned the difference between sheep and cattle, when clearing land.

Ms. Fleury confirmed sheep will clear all vegetation to the pond, particularly on the steep slopes which are difficult for machines and staff to clear.

Comm. O'Donnell also noted sheep can eat poison ivy, which poses safety and health risks for staff.

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH,  
SOFIA

Absent: LANCE  
MOTION PASSED

- 240        A Resolution seeking authorization for the City Manager to enter into an Easement Agreement with the Calhoun County Mental Health Authority, DBA Summit Pointe, for access over a portion of the City-owned parcel at 160 Brook Street, identified as Parcel No.: 7960-00-008-0.

Motion to Approve  
Moved By: JENASIA MORRIS  
Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH, SOFIA

Absent: LANCE  
MOTION PASSED

- 241            A Resolution seeking authorization for a change order to contract #2023-042B for Lakeview Storage Building and payment of invoice for work completed in a not-to-exceed amount of \$142,865.75.

Motion to Approve  
Moved By: JENASIA MORRIS  
Supported By: PATRICK O'DONNELL

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH, SOFIA

Absent: LANCE  
MOTION PASSED

- 242            A Resolution seeking authorization for the City Manager to accept FEMA Grant EMW-2022-FP-00567 Fire Prevention and Safety grant in the amount of \$85,490.47.

Motion to Amend  
Moved By: JENASIA MORRIS  
Supported By: PATRICK O'DONNELL

Comm. O'Donnell expressed support of the smoke and carbon monoxide detector program, stating carbon monoxide is a silent killer and the alarms are essential.

Ayes: BALLARD, MORRIS, O'DONNELL, BEHNKE, REYNOLDS, SIMMONS, SMITH, SOFIA

Absent: LANCE  
MOTION PASSED

#### **GENERAL PUBLIC COMMENT**

Dean Worden, who previously expressed concern with safety near Riverside Park, thanked the Commission for addressing his concerns and the actions taken to secure the park, noting the new signs posted at the park entrance and additional patrols at the park past the appropriate hours. Mr. Worden commented on the section of the playground not being mowed, which may obstruct the view of patrol officers to ensure safety for visitors to the playground.

David Moore thanked Comm. Simmons for a dozen eggs, also stating he may need to get a goat as the cost to mow his lawn is too much.

David Lindsay thanked the commission for approving the easement to Summit Pointe, also sharing that the pharmacy project with Grace Health will break ground tomorrow. Mr. Lindsay also thanked the City for working with MAEDA for a sewer/water contract.



Jerry Steiner commented on reparations and affirmative action, also referring to resolution 235, stating swimming is an important recreation for the city's children.

Bobby Holley commented on gun violence in our city, speaking of a future activity to promote peace in the community.

John Kenefick commented on the endowment of W. K. Kellogg which provided swimming pools in many school buildings in the city, along with future maintenance funds.

(Limited to three minutes per individual)

### **COMMISSION COMMENTS**

Comm. O'Donnell thanked W.K. Kellogg for his gift to the schools and the city for their support of swimming opportunities for area children, noting there is a lot of maintenance required for pools and pool buildings.

Comm. Ballard commented on motorcycle noise, radios blaring and squealing tires, asking that something be done about the noise issues with motorcycles. Comm. Ballard also commented on speeding drivers and the dangers they cause, also asking that trees near traffic signs and signals be trimmed so they are visible.

### **ADJOURNMENT**

Mayor Behnke adjourned the meeting at 8:48 pm.

It is the desire of the City Commission to encourage public expression in the course of its meetings. Such expression can be integral to the decision-making process of the City Commission. It is the intention of the City Commission to respect the rights of persons addressing the Commission. Public comment periods are a time for citizens to make comments; they are not intended as a forum for debate or to engage in question-answer dialogues with the Commission or staff. Commissioners are encouraged not to directly respond to speakers during public comment periods. At the conclusion of the speakers remarks, the Mayor or individual Commissioners may refer a question to City staff, if appropriate. Also, individual Commissioners may choose to respond to speakers during the Commission Comment period. It is with these aims in mind, so as to promote decorum and civility and an orderly process for conducting its public meetings, that the following rules concerning public comments, consistent with applicable law, are adopted by the City Commission.

(1) Persons attending a regular or special Commission Meeting shall be permitted to address the City Commission in conformity with this rule. The opportunity to address the Commission shall be limited to the following:

(a) Persons desiring to address the City Commission are encouraged, but shall not be required, to fill out and turn in to either the City Clerk, Mayor, or presiding Commissioner, prior to the meeting, a comment card disclosing the following information: The person's name, address, and telephone number; the specific issue, topic or resolution the individual wishes to address.

(b) During public hearings when scheduled, speakers may present facts and opinions on the specific matter being heard by the Commission. A three-minute time limit is imposed per speaker. In the discretion of the Mayor or presiding officer, the time limit for individual speakers may be lengthened or shortened when appropriate.

(c) During the consideration of specific ordinances when scheduled, speakers may present facts and opinions on the specific ordinance being considered by the City Commission. Speakers addressing the City Commission during this time shall limit their comments to the specific issue being considered. A three-minute time limit, which may be lengthened or shortened by the Mayor or presiding officer when appropriate, is imposed per speaker, per matter considered.

(d) During the public comment period on the consent agenda and resolutions not on the consent agenda, each speaker may address the Commission once, regarding anything on the consent agenda and resolutions not on the consent agenda, for a total not to exceed three minutes regardless of how many consent agenda items or regular resolutions the speaker is addressing, which time period may be lengthened or shortened by the Mayor or presiding officer when appropriate.

(e) During the General Public Comment portion of the meeting, speakers may address the City Commission on any matter within the control and jurisdiction of the City of Battle Creek. A speaker shall be permitted to address the City Commission once, for up to three minutes, during this portion of the meeting.

(f) Applicants or Appellants, as defined below, or an attorney retained to represent them, are not bound by the specific time limitations set out above but may have the amount of time deemed reasonably necessary by the Mayor or presiding official to present their case to the City Commission without violating the rules set out below in sub-section 4(a) through (g), with which they are obligated to comply.

(i) Applicant is defined an individual or business entity seeking a City Commission final decision on a matter for which the individual has made application to the City based upon a specific provision in a City Ordinance or state statute for permission to take a specific action;

(ii) Appellant is an individual appealing a decision of a City official or an inferior body based upon a specific provision in City ordinances entitling the individual to appeal the decision to the City Commission.

(2) An individual wishing to address the City Commission shall wait to be recognized by the Mayor or presiding Commissioner before speaking. An individual who has not filled out a card requesting to address the City Commission shall raise his or her hand and wait to be recognized by the Mayor or presiding Commissioner before speaking and shall identify themselves by name and address and, if appropriate, group affiliation for the record.

(3) Speakers shall address all remarks to the Mayor, or the presiding Commissioner or official, and not to individual Commissioners or staff members. Speakers shall not address their remarks to members of the public in attendance at the meeting.

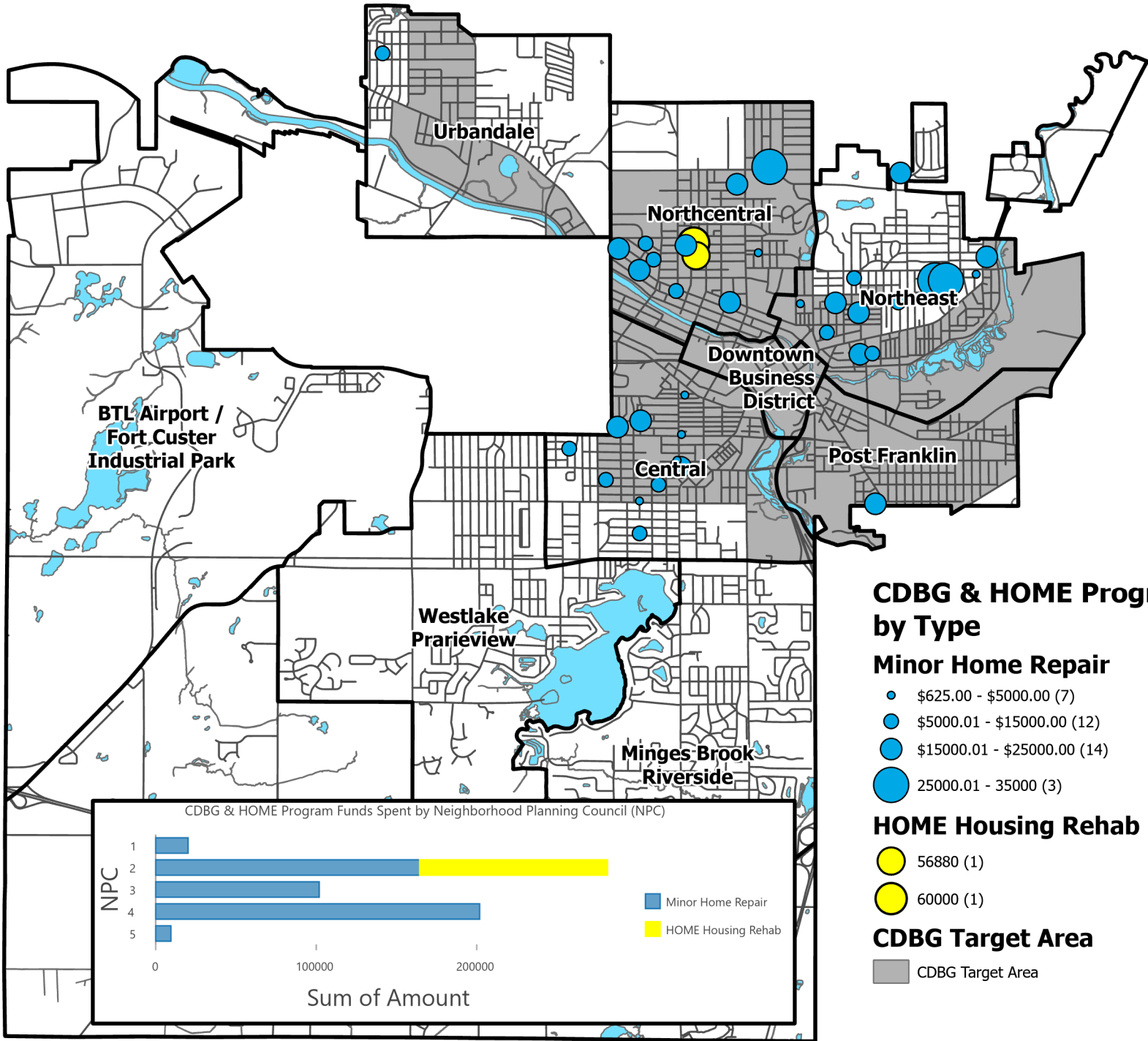
(4) A speaker will be ruled out-of-order by the Mayor or presiding Commissioner and the Commission will continue with its business, and the speaker may be required to leave the meeting after having been ruled out-of-order for a breach of the peace committed at the meeting as permitted by the OMA, when the speaker violates above sub-section 3 or the following:

(a) Becomes repetitive or speaks longer than the allotted time;

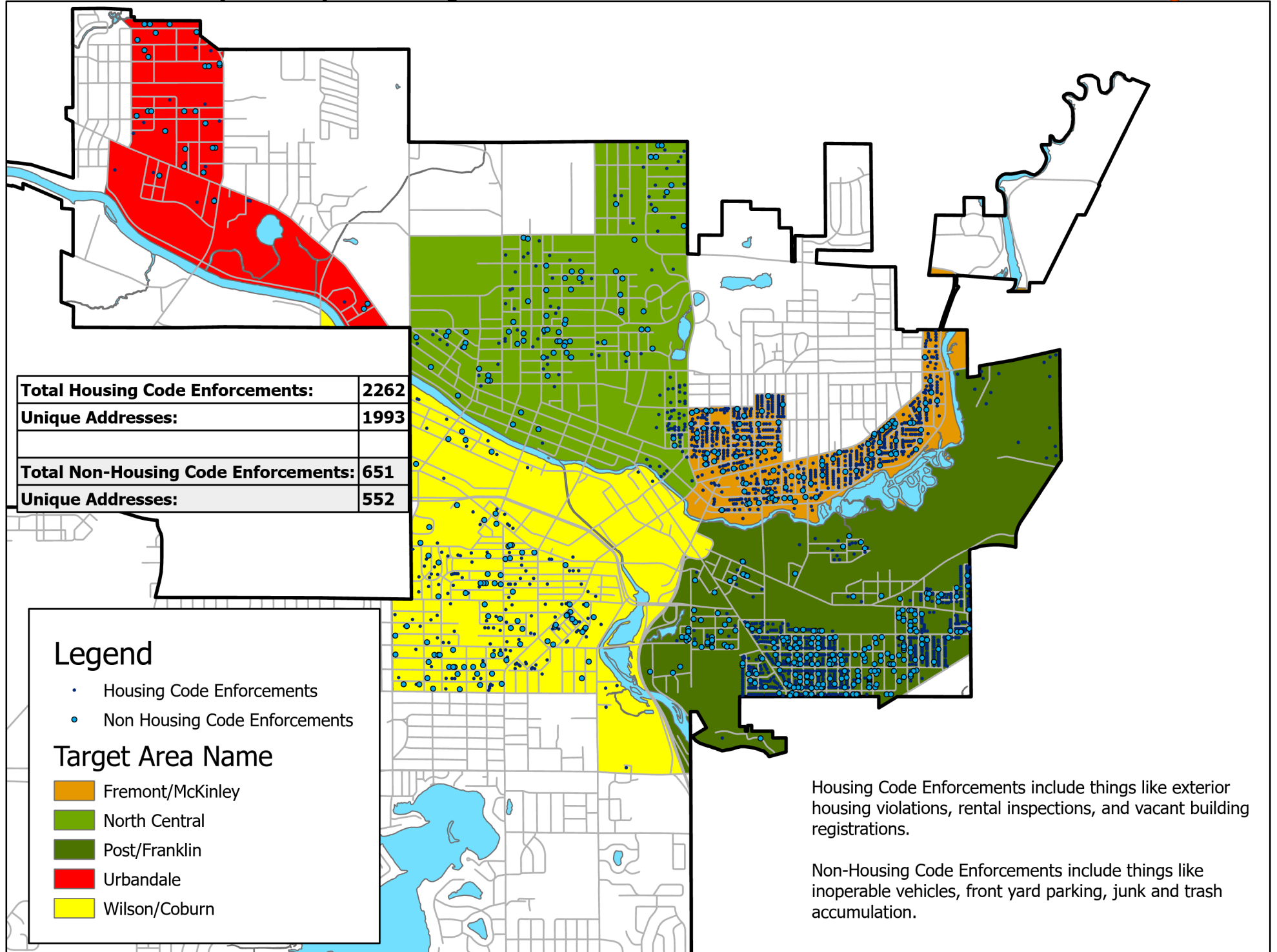
- (b) Attempts to yield any unused portion of time to other speakers;
- (c) Engages in a personal attack upon a city employee, administrator or Commissioner only if the personal attack is totally unrelated to the manner in which the employee, administrator or Commissioner carries out their public duties or office;
- (d) Uses obscene or profane language;
- (e) Engages in slanderous or defamatory speech;
- (f) Uses derogatory racial, sexual or ethnic slurs or epithets relating to any individual or category of persons; or
- (g) Engages in conduct that interrupts or disrupts the meeting.

(5) Individuals attending City Commission meetings or workshops, excluding City staff, shall not pass the commission chambers bar upon which the podium is affixed (and which divides the audience section from the well of the chambers) without having been invited to do so by the Mayor or official presiding over the meeting, or after requesting and explicitly being granted permission to do so. Any individual violating this sub-section will be ruled out-of-order by the Mayor or presiding official and the individual may be required to leave the meeting for a breach of the peace committed at the meeting as permitted by the OMA.

2022-23 Community Development Target Areas: CDBG and HOME Funded Projects by Type, Amount and NPC



## 2022-23 Community Development Target Area Metrics: Code Enforcement Outcomes in CDBG Target Areas





U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT  
DETROIT FIELD OFFICE  
477 MICHIGAN AVENUE, STE. 1600  
DETROIT, MI 48226-2592  
DetroitCPD@hud.gov

November 1, 2023

Helen H. Guzzo  
Community Development Manager  
City of Battle Creek  
10 North Division Street  
Battle Creek, MI 49014

Dear Helen Guzzo,

HUD's Office of Community Planning and Development (CPD) has sought to establish partnerships with State and local governments. The focus of our partnership has been to work with communities to ensure that our joint efforts result in housing and community development programs and policies that benefit and serve low- and moderate-income persons. These efforts occur within the framework of the statutes we administer and the regulations and emerging policies that are designed to improve program performance.

The provision of the Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act of 1990 require the annual submission of performance reports by grant recipients receiving Federal assistance through programs covered under these Acts. Additionally, these Acts require that a determination be made by the Secretary, that the grant recipient is in compliance with the statutes and has the continuing capacity to implement and administer the programs for which assistance is received. By assessing this Consolidated Annual Performance and Evaluation Report (CAPER), we are able to support the Secretary's mission.

This assessment not only meets the mandates of the statutes, but it also provides a basis for working together collaboratively to help achieve housing and community development goals outlined in your planning and reporting documents. One critical outcome we strive to achieve is the development of a more comprehensive, effective and concise Consolidated Plan and improved performance in achieving specific goals that correspond to the activities outlined in your Annual Action Plan.

We would like to congratulate you on accomplishments during this past year toward the achievement of departmental objectives. Among them were:

- The City of Battle Creek is commended for spending, aside from administration, 89.35% of its CDBG and 100% of its CDBG-CV funds on activities that benefit low- and moderate-income individuals during the program year. This exceeds HUD's minimum standard of 70%.
- The City of Battle Creek's actual outcomes met or exceeded expected goals in the program year in some areas, including Homeowner Housing Added, and Housing Code Enforcement/Foreclosed Property Care, despite continued reported challenges by the City.

Our review of this CAPER has identified the following areas in need of further attention:

- The City of Battle Creek should maintain awareness of the 1.5 timeliness standard for Community Development Block Grant funding. The City's timeliness ratio on May 2, 2023, was 1.73, and their current projected ratio for the upcoming CDBG timeliness test of May 2, 2024, is

currently 2.51. The City needs to expend \$1,241,858 by May 2, 2024, to meet the 1.5 ratio requirement.

We have determined that the City of Battle Creek has the capacity to administer and has successfully met the Federal requirements of the CDBG Program. This determination is based on the information provided to this office and does not reflect a comprehensive evaluation of specific activities. If you have any questions or concerns, please contact Debra Hendren, Senior CPD Representative at: [Debra.G.Hendren@hud.gov](mailto:Debra.G.Hendren@hud.gov).

Sincerely,

Keith E. Hernández, AICP, PMP  
Director  
Office of Community Planning and Development