

City of Columbia - Community Development Department

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Project Summary

Provide a summary describing the proposed project. (500 word limit)

a. The purpose of this project is to bring needed code enforcement and neighborhood assistance primarily to the City of Columbia's Council-designated Neighborhood Response Team (NRT) area, primarily in central Columbia bounded by West Boulevard, Business Loop 70, Old 63, and Ash, via funding half of a Senior Code Enforcement Officer position in the Community Development Department's Office of Neighborhood Services. This position is responsible for bringing housing into compliance with the City of Columbia's Property Maintenance Code city-wide, with 50% of that time spent in the NRT area. This work includes the initial citations on a property and working with the owner on a plan for their remediation, the forwarding to the City Prosecutor of cases should the property owners fail to address the property citations in a timely manner and, finally, the preparation of cases for administrative hearings on vacant and severely dilapidated structures that can result in the structure's demolition. The Senior Code Enforcement Specialist also works with Community Development's Neighborhood Communications Coordinator on addressing neighborhood concerns as part of the Neighborhood Response Team, a proactive neighborhood-centric program now available city-wide. The Neighborhood Communications Coordinator works with neighborhood associations to identify their concerns and relays identified property issues to the Senior Code Enforcement Specialist for enforcement. There are approximately 3,500 housing structures in the NRT area. The amount of the request is \$35,000.

Drawings/Plans: (PDF format)

Upload plans/drawings of the selected site(s).

/document/download/filename/1430422029_27416_NRTBoundaries(1).pdf/

Site Pictures: (PDF Format)

Upload pictures of the selected site(s).

/document/download/filename/1430422030_27417_NRT.pdf/

Letters of commitment: (PDF Format)

Upload letters of commitment from other funding sources of the selected site(s).

Priority Need

Select the priority need(s) within the City of Columbia 2015-2019 Consolidated Plan that this project will address:

Preservation of Existing Housing

Project Service Area: Will this project service individuals and households within the City of Columbia?

Yes

Number Served: How many individuals or households will this project benefit? What is the target population? Please provide data to support. (500 word limit)

Team area benefits the entire community, as a city is only as strong as its central core. The residents of the NRT area are the population that benefits from this project. With approximately 3,500 housing structures in the NRT area, we estimate this population at 7,500 to 8,000 residents.

Outcomes: Identify the specific, measurable and desired outcomes for this project. (500 word limit)

The specific, measurable outcome to be addressed by this project is the number of properties identified to have property maintenance code violations in the Neighborhood Response Team area that are brought into compliance. In calendar years 2010 through 2014, 439 structures with code violations were brought into compliance.

Outcome Data: What data will be collected to evaluate the outcomes for this project? (300 word limit)

Data collected will be the number of properties receiving property maintenance code citations in the NRT area and the number of those properties that are brought into compliance.

Environmental Impact

Describe how the proposed project will fit within the surrounding neighborhood:

1. Neighborhood amenities (400 character limit)

Amenities such as sidewalks, streets and parks are subject to review and any issues noted will be forwarded to the appropriate city department or property owner for improvement.

2. Parking (400 character limit)

NA

3. Traffic flow (400 character limit)

NA

7. Noise (400 character limit)

NA

8. Zoning and land use compatibility (400 character limit)

NA

9. Storm drainage (400 character limit)

In rare instances landscaping and other issues

4. Pedestrian access (400 character limit)

In neighborhoods where sidewalks are present, any deterioration or other issues will be cited and the adjacent property owner will be asked to take corrective action.

5. Property values (400 character limit)

Bringing housing into compliance with property maintenance codes will improve the value not only of the property itself but also of the surrounding properties.

6. Public safety (400 character limit)

Bringing housing into compliance with property maintenance codes reduces the possibility that a derelict and/or vacant structure will be used for illegal activities, animal harborages and places for children and other individuals to get trespass.

Site Control:

Does the organization have control of the site(s) for the project?

N/A

Neighborhood Consultation: Describe how the neighborhood been consulted regarding this project. (500 Word Limit)

Neighborhoods have been consulted and are actively involved in the Neighborhood Response Team. The Neighborhood Communications Coordinator conducts several neighborhood walks annually with residents and refers any code violations to the Senior Code Enforcement Specialist.

Timeline:

Provide a timetable for completion of the project. List all commitments of funds and approvals that will be needed for the completion of the project and describe when any of these outstanding approvals and commitments will be in place.

Date: Sources of Funds Committed

08/01/2016

Date: Program or Architectural Design Complete

08/01/2016

Date: Property Acquisition Complete

08/01/2016

Date: Start of Construction or Program Implementation

08/01/2016

Date: Program/ Construction Complete

09/30/2017

Date: Occupancy and Performance Reporting Complete

12/31/2017

affecting storm drainage are cited, but this is not common.

10. Soil erosion (400 character limit)

In rare instances landscaping and other issues affecting storm drainage are cited, but this is not common.

11. Historic preservation impact (400 character limit)

Though not a focus of property maintenance code enforcement, improving property conditions also helps preserve historic properties.

12. Access and availability of a sound sanitary sewer, water, electrical, and other services. (400 character limit)

These are issues all directly related to property maintenance code enforcement that are commonly cited for violations and brought into compliance.

All Sources of Funds Committed

NA

Program or Architectural Design Complete

NA

Property Acquisition Complete

NA

Start of Construction or Program Implementation

NA

Program/ Construction Complete

Funding drawn for code inspector

Occupancy and Performance Reporting Complete

HUD data entered for CAPER report, including code violations and enforcement.

Previous CDBG/HOME Funding

Brief summary on previous City funding received, any funding remaining, and the measurable results from previous City funding. (500 word limit)

Community Development has received funding for 50% of the Senior Code Enforcement Specialist's position for several years. This is a budgeted item and is completely spent every year.

Program Personnel

Describe the personnel responsible for administering the program and operating the project upon completion.

The proposed program administrator to ensure compliance with HUD and City regulations and source of funding for this position. (400 character limit)

Randy Cole

For construction projects, the designated person or firm designing and inspecting construction projects. (400 character limit)

NA

The designated persons providing financial management of the program (400 character limit)

Randy Cole and City Finance Dept.

Program Personnel Prior Experience

What is the prior experience of the organization's personnel with this type of project? Include the following: 1) Credentials, including resumes and licenses necessary to accomplish the job. 2) Number of years of experience with this type of project; 3) List of representative projects completed in the past. (600 character limit)

The mission of the Office of Neighborhood Services is to improve the quality of life for Columbia's residents through fairly and swiftly enforcing city codes related to residential life and build a sense of community by offering valuable volunteer opportunities, providing resources for neighborhood leaders to solve issues independently and managing the federally funded CDBG and HOME programs. ONS has five code enforcement specialists, the city's Neighborhood Communications Coordinator, two program assistants in Volunteer Services and two program assistants, the Division Manager and CDBG staff.

Contractor Experience

Who are the service providers or contractors, if selected, and what are their qualifications? Include the following:

Credentials, including resumes and licenses necessary to accomplish the job. (PDF Format)

Number of years of experience with this type of project (400 character limit)

10+

List of representative projects completed or services offered in the past. (400 character limit)

NA

Insurance that will be required of contractors. (400 character limit)

NA

Record Lock

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System Fields