

# Annual Action Plan 2024



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Annual Action Plan  
2024

# Executive Summary

## AP-05 Executive Summary - 91.200(c), 91.220(b)

### 1. Introduction

Lehi City is an entitlement jurisdiction that receives an annual allocation of Community Development Block Grant (CDBG) funds from the U.S. Dept of Housing and Urban Development (HUD) for community development and affordable housing activities. In alignment with Consolidated Plan priorities, the City will use the funds for a public infrastructure project and to provide public services to LMI residents.

### 2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Lehi City will address the Public Infrastructure and Neighborhood Improvement objective outlined in the Consolidated Plan by addressing infrastructure priorities in a residential area. This project will consist of installation of curb and gutter, sidewalk, and pavement on the west side of 200 W.

The City will address the Public Services objective outlined in the Consolidated Plan by funding mental health services for child victims of abuse, individual and family therapy, as well as salaries for staff dedicated to working with disabled adults in the Curtis Center (formerly known as the Holbrook Center).

### 3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

At the end of each program year, the City evaluates its progress in meeting program objectives. This information is presented to citizens in the form of a Consolidated Annual Performance and Evaluation Report (CAPER). CAPERs for past program years can be found at [www.mountainland.org/lehicdbg](http://www.mountainland.org/lehicdbg).

Because of the success of past infrastructure projects in residential LMI neighborhoods, and the critical need for therapy services to abused children, similar projects will be undertaken during the FY24 year, in addition to funding for services for disabled individuals and family therapy.

**4. Summary of Citizen Participation Process and consultation process**

Summary from citizen participation section of plan.

Section PR-10 provides a detailed summary of the citizen participation and consultation process used to develop the Consolidated Plan. Lehi City sought input from local citizens, impacted populations, service providers, local government officials and staff, business leaders, and nonprofit and for-profit organizations involved in housing and community development activities. A public hearing and key stakeholder meetings were held to gather input, and a needs survey was distributed throughout the City and region to residents, elected officials, service providers, and business and civic leaders.

In preparation of this Annual Action Plan, Lehi City again sought input from stakeholders and held a public hearing to gather input from residents, and a draft plan was made available for public comment.

**5. Summary of public comments**

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

**6. Summary of comments or views not accepted and the reasons for not accepting them**

N/A

**7. Summary**

N/A

**PR-05 Lead & Responsible Agencies - 91.200(b)**

**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator		MAG Community and Economic Development

**Table 1 – Responsible Agencies**

**Narrative**

Provo City is the lead agency for the Consolidated Plan for Utah Valley Consortium. MAG is the administering agency for the Lehi City CDBG program. MAG CDBG staff are responsible for preparation of the Annual Action Plan and for administration of the grant program.

**Consolidated Plan Public Contact Information**

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## **AP-10 Consultation - 91.100, 91.200(b), 91.215(l)**

### **1. Introduction**

CDBG staff representing Lehi City, Provo City, Orem City, and Utah County engaged in a collaborative effort to consult with representatives of low-income neighborhoods, non-profit and for-profit housing developers, service providers, public service agencies, homeless service providers, faith-based organizations, supportive housing and service providers, community stakeholders, community partners, business leaders, and beneficiaries of entitlement programs to inform and develop the priorities and strategies contained within the Consolidated Plan. Additional input from these groups is sought each year during preparation of the Annual Action Plan.

**Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).**

In preparing the Program Year 2024 Annual Action Plan, CDBG staff held consultations with various organizations which provide services throughout Utah County, including local leaders, housing providers, and service providers. Some of these consultations are informal discussions held on an ongoing basis throughout the year.

**Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.**

Lehi City falls under the Mountainland Continuum of Care, which works to prevent homelessness in Utah, Wasatch, and Summit Counties. The COC is a coalition of local non-profit and government agencies that work together to find solutions to the area's housing needs, including temporary emergency shelter and affordable homeownership. MAG staff attend the COC meetings, participate on the Executive Committee and State funding Committee, and receive monthly communication from the agencies.

**Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS**

No Utah Valley Consortium members receive ESG funds

**2. Agencies, groups, organizations and others who participated in the process and consultations**

**Table 2 – Agencies, groups, organizations who participated**

1	<b>Agency/Group/Organization</b>	MOUNTAINLAND ASSOCIATION OF GOVERNMENTS
	<b>Agency/Group/Organization Type</b>	Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Market Analysis Economic Development Anti-poverty Strategy Lead-based Paint Strategy
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Lehi City elected officials and staff met with MAG staff to review ConPlan priorities and needs.
2	<b>Agency/Group/Organization</b>	Friends of Utah County Children's Justice Center
	<b>Agency/Group/Organization Type</b>	Services-Children Services - Victims

	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization participated in the application process. Identified a need for therapy services for child victims of abuse.
3	<b>Agency/Group/Organization</b>	Lehi City
	<b>Agency/Group/Organization Type</b>	Other government - Local
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs Economic Development
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	The organization participated in the application process. Identified a need to fill in missing curb and gutter, sidewalk and pavement. They also identified a need to provide financial support to small businesses.
4	<b>Agency/Group/Organization</b>	The Holbrook Center
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Services-Education
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs



	<p><b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>The organization participated in the application process. Identified a need to provide educational services to those with disabilities.</p>
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**Identify any Agency Types not consulted and provide rationale for not consulting**

All relevant organizations and agencies were either consulted or invited to participate in the Plan process.

**Other local/regional/state/federal planning efforts considered when preparing the Plan**

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	United Way of Utah County	Assist those experiencing homelessness and those at risk of homelessness.
Community Needs Assessment	Community Action Services and Food Bank	Income, employment, and housing
FY23 Annual Action Plan	Utah County, Orem City, Provo City	Consortium members. This plan was written in collaboration with all other consortium members.

**Table 3 - Other local / regional / federal planning efforts**

**Narrative**

## **AP-12 Participation - 91.401, 91.105, 91.200(c)**

### **1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting**

Pursuant to the CDBG program regulations, Lehi City is required to prepare a Citizen Participation Plan to establish policies and procedures for the citizen participation in the development of the CDBG Annual Action Plan. Per the CPP, citizens were given the opportunity to provide comments directly to CDBG staff and at a public meeting where potential projects for the coming year were discussed. The public meeting will occur Monday, June 3rd at 4:45 at Mountainland Association of Governments at 586 E 800 N in Orem.

**Citizen Participation Outreach**

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Internet Outreach	Minorities  Non-English Speaking - Specify other language: Spanish  Persons with disabilities  Non-targeted/broad community				

**Table 4 – Citizen Participation Outreach**

## Expected Resources

### AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

#### Introduction

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	333,305	0	0	333,305	0	Lehi City will receive an FY24 allocation of \$333,305. Future year expected funding is based upon this annual allocation.

Table 1 - Expected Resources – Priority Table

**Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied**

Leverage will come from additional City resources that will be used to improve neighborhood infrastructure. Lehi City will provide the necessary project management for the project. With non-city projects, such as grants awarded to sub-recipients, the City expects grant sub-recipients to leverage additional fund contributions from both private and public organizations when possible.

**If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan**

At this time, there is no plan to use publicly owned land or property within Lehi City to address needs identified in the plan.

**Discussion**

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Facilities and Infrastructure Improvements	2020	2024	Non-Housing Community Development		Public infrastructure and Neighborhood improvement	CDBG: \$249,309	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 34 Persons Assisted
2	Public Services	2020	2024	Non-Homeless Special Needs		Public Services	CDBG: \$43,996	Public service activities other than Low/Moderate Income Housing Benefit: 118 Persons Assisted

Table 2 – Goals Summary

#### Goal Descriptions

1	<b>Goal Name</b>	Public Facilities and Infrastructure Improvements
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	<b>Goal Description</b>	An infrastructure improvement process will be undertaken in a low- and moderate-income neighborhood in Lehi.
<b>2</b>	<b>Goal Name</b>	Public Services
	<b>Goal Description</b>	Funds will be awarded to the Utah County Children's Justice Center to provide mental health services to victims of abuse and their families, funds will be provided to Family Haven to provide mental health services, as well as the Holbrook Center to provide services for disabled adults.

## AP-35 Projects - 91.420, 91.220(d)

### Introduction

This section details the projects proposed to be funded in the FY23 program year.

Pre-Award Costs: Should Lehi City's CDBG Grant Agreement with HUD be finalized after the beginning of the Program Year (July 1, 2024), which could cause award recipients to delay beginning their proposed activities, the City will authorize award recipients to begin delivery of their services and other project activities, related to and included in this 2024 AAP, beginning July 1, 2024. These costs are necessary for efficient and timely performance of all proposed FY2024 projects. All other requirements for the expenditure of CDBG before Grant Agreements are signed will be completed.

As authorized by 24 CFR 570.200(h) and 24 CFR 92.212(b), the City plans to expend pre-award costs prior to the execution of the 2023 CDBG Investment Partnerships Agreement. The use of these funds will not affect future grants.

#	Project Name
1	MAG Program Administration
2	Lehi - Engineering
3	The Curtis Center - Adults with Disabilities
4	Lehi UCCJC - Therapy
5	Family Haven - Therapy

**Table 3 – Project Information**

### Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

These allocation priorities were based on project readiness, need, availability of resources, and capacity. Shortage of funding is an ongoing obstacle to addressing underserved needs.



# AP-38 Project Summary

## Project Summary Information

1	<b>Project Name</b>	MAG Program Administration
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Facilities and Infrastructure Improvements Public Services
	<b>Needs Addressed</b>	Public infrastructure and Neighborhood improvement Public Services
	<b>Funding</b>	CDBG: \$40,000
	<b>Description</b>	FY24 Lehi CDBG program planning and administration.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	N/A
	<b>Location Description</b>	586 E 800 N Orem, UT 84097
	<b>Planned Activities</b>	FY24 Lehi CDBG program planning and administration.
2	<b>Project Name</b>	Lehi - Engineering
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Facilities and Infrastructure Improvements
	<b>Needs Addressed</b>	Public infrastructure and Neighborhood improvement

	<b>Funding</b>	CDBG: \$249,309.25
	<b>Description</b>	Install Curb & Gutter, sidewalk and pavement on the west side of 200 W.
	<b>Target Date</b>	6/1/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 17 families will benefit from this project, 73% of which are LMI
	<b>Location Description</b>	200 West - from 600 North to State Street.
	<b>Planned Activities</b>	Install Curb and Gutter, sidewalk and pavement on the west side of 200 West - from 600 N to State St
<b>3</b>	<b>Project Name</b>	The Curtis Center (Holbrook Center) - Adults with Disabilities
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$33,995.75
	<b>Description</b>	Pay for staff wages and provide equipment for rooms serving disabled individuals in the community.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 52 LMI individuals will benefit from this project.
	<b>Location Description</b>	1238 N 1200 W, Lehi, UT 84043

	<b>Planned Activities</b>	Pay for staff ages and provide equipment to facilitate services for disabled individuals.
<b>4</b>	<b>Project Name</b>	Lehi UCCJC - Therapy
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services
	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	Provide evidence based, age-appropriate trauma specific mental health treatment access for child abuse victims and families, who reside in Lehi.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 60 LMI individuals will benefit from this project.
	<b>Location Description</b>	315 South 100 East, Provo UT 84606
	<b>Planned Activities</b>	Mental health treatment for child abuse victims and families, who reside in Lehi City.
<b>5</b>	<b>Project Name</b>	Family Haven - Therapy
	<b>Target Area</b>	
	<b>Goals Supported</b>	Public Services
	<b>Needs Addressed</b>	Public Services

	<b>Funding</b>	CDBG: \$5,000
	<b>Description</b>	Therapeutic treatment service for victims of trauma, including child abuse and their families, who reside in Lehi.
	<b>Target Date</b>	6/30/2025
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Approximately 7 LMI individuals will benefit from this project.
	<b>Location Description</b>	322 N 2375 W, Lehi, UT 84043
	<b>Planned Activities</b>	Mental health treatment for individuals families, who reside in Lehi City.

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**AP-50 Geographic Distribution - 91.420, 91.220(f)**

**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

Infrastructure improvements will be undertaken in downtown Lehi, in a residential neighborhood. Mental health services will be provided at the Children's Justice Center in Provo and American Fork, UT. The Holbrook Center will provide services at their location in Lehi. Family Haven will provide services in their Lehi location. Lehi CDBG funds will only be used for services provided to Lehi residents.

**Geographic Distribution**

Target Area	Percentage of Funds

Table 4 - Geographic Distribution

**Rationale for the priorities for allocating investments geographically**

No geographic areas have been targeted for allocation priority during this 5-year Consolidated Plan period.

**Discussion**

Lehi CDBG funds will prioritize Lehi residents.

## **AP-75 Barriers to affordable housing -91.420, 91.220(j)**

### **Introduction**

As discussed in sections MA-40 and SP-55, the most critical public policy barriers (direct and indirect) to the production and preservation of affordable housing include the following:

Supply of rental units for large families, Limited land for development, Construction costs, Hispanic and other minority mortgage application denial rates, Continued high rents and sales prices. Supply chain disruptions caused by Covid-19 have increased construction costs, putting even more pressure on an already competitive housing market.

### **Actions it planned 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**

Lehi City has been proactive in supporting affordable housing. In the last few years the city has added several zones to encourage multi-family and affordable housing, allow higher density, promote transit oriented developments, which provides more convenient access to alternative modes of transit for LMI households, and allow accessory apartments in all single-family zones in the city. Additionally, the City is using CDBG funds for infrastructure improvements in its historic downtown neighborhood, helping to improve and preserve some of its affordable housing stock.

### **Discussion**

Lehi City continues to pursue policies and actions that support affordable housing for its residents.

## **AP-85 Other Actions - 91.420, 91.220(k)**

### **Introduction**

This section will identify other actions to be taken in the FY2024 CDBG Program.

### **Actions planned to address obstacles to meeting underserved needs**

Lehi City has been an active participant in many regional service delivery organizations. The City will continue to support and participate in organizations that provide services to Lehi City residents in need. Lehi City, through its regional participation and contributions to regional service agencies, will engage with critical needs service providers to assist them in extending their level of involvement in providing services in Lehi City.

### **Actions planned to foster and maintain affordable housing**

As the community continues to grow and diversify its economy, Lehi City is working to increase the supply of affordable workforce housing to support the growing number of retail and service jobs that support the higher wage technical jobs that Lehi City is attracting from international employers. Lehi is a participant in the Utah Valley HOME consortium which provides funding to the Utah County Housing Authority to support its homeowner rehabilitation loan program which is available to homeowners in Lehi. Additionally, funding for infrastructure improvements in residential areas will help preserve a lower-income neighborhood.

### **Actions planned to reduce lead-based paint hazards**

In the Mountainland Region, lead-based paint testing is available through the Utah Valley Consortium of Cities and County. Equipment for lead-based paint testing was purchased with CDBG Small Cities funding, and the Consortium works closely with the Housing Authority of Utah County.

Mountainland Association of Governments has recently taken over responsibility for weatherization and repair services to pre-1978 units occupied by low- and moderate-income residents, and lead-based paint testing is completed as a precaution.

The Utah County Health and Justice Center sells a crayon for \$2.00 that when rubbed on the paint will indicate if lead is present. The crayon can be purchased at the Environmental Health Department, Suite 2600 151 S. University Avenue, Provo, Utah 84601. In the event of a positive result, the county will provide instruction about where one can go to receive more information and assistance. Utah County does not currently offer removal or rehabilitation services.



Another lead-based paint resource is the Utah Department of Environmental Quality. They provide information about Utah's Lead-Based Paint Program, access to information about prevention of lead-based paint poisoning, and contact information for agencies and contractors that are certified in safe removal or rehabilitation of lead-based paint.

Any future grantees receiving CDBG funds to purchase and renovate properties are responsible for testing and mitigating lead hazards within the property.

### **Actions planned to reduce the number of poverty-level families**

The City embraces an overall strategic objective of raising the living standards of Lehi City residents who want to work, by offering good-paying jobs in a variety of sectors. This strategic approach has paid off with many new jobs that pay more than minimum wages. The higher-paying jobs have spun off many service employment opportunities that have been filled by Lehi City residents. Currently this approach to poverty eradication has resulted in creating opportunities for both long term Lehi City residents and new community members being able to achieve a living standard that is hard to match in other communities. Not every Lehi City resident has the education and qualifications to fill a high-tech job but the high-tech jobs also produce new business opportunities that many less-educated Lehi City residents are able to fill. Additionally, Lehi City is pursuing additional avenues for improving the economic status of residents through programs that create and retain jobs and provide public services that support vulnerable populations.

### **Actions planned to develop institutional structure**

The consultation process employed in the Consolidated Plan has resulted in opening the dialogue with service and housing providers to promote a more Lehi centered approach to providing LMI households with more local options for obtaining services. As the community continues to grow and its entitlement allotment of CDBG funds increases, there will be new opportunities to support a more locally based service delivery system for Lehi City residents.

### **Actions planned to enhance coordination between public and private housing and social service agencies**

Lehi City will continue to participate in regional service delivery configurations. That participation will include an effort to engage developers and affordable housing providers in identifying opportunities for affordable housing development. The Utah County communities have established several innovative approaches to working regionally. The HOME Consortium is administered by the Provo Redevelopment

Authority, and while the Redevelopment Authority is a Provo City agency, Provo has been willing to support the regional approach by allowing Provo City resources to support the Valley HOME Consortium. United Way of Utah County provides administrative support and oversight for the Continuum of Care. Again, while the United Way Agency was originally formed to serve Provo, it has shared its administrative capacity to provide the institutional support for the Mountainland Continuum of Care.

## **Discussion**

Lehi City and CDBG staff continue engagement with service agencies and other HUD entitlements to establish a spectrum of services that serve the most needy populations.

# Program Specific Requirements

## AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

### Introduction

Program specific requirements

### Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
<b>Total Program Income:</b>	<b>0</b>

### Other CDBG Requirements

1. The amount of urgent need activities	0
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2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.

100.00%

## Discussion

The Lehi City program is committed to using at least 70% of funds to benefit persons of low- and moderate-income. For FY24, 100% of funds will be used to benefit low- and moderate-income persons.

## Attachments