



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
OFFICE OF COMMUNITY PLANNING AND DEVELOPMENT
The Strawbridge's Building
801 Market Street
Philadelphia, PA 19107-3380

Via email: vfessler@cityofwilliamsport.org

Ms. Valerie Fessler
Director
Department of Community and Economic Development
City of Williamsport
100 West Third Street
Williamsport, PA 17701

Subject: Program Year Review Letter
City of Williamsport, PA
Program Year 2024

Dear Ms. Fessler:

As a recipient of grant funds provided by the U.S. Department of Housing and Urban Development (HUD), each jurisdiction that has an approved Consolidated Plan shall annually review and report to HUD on the progress it has made in carrying out its Consolidated Plan and Annual Action Plan. The performance report is submitted to HUD's Office of Community Planning and Development (CPD) in the form of the Consolidated Annual Performance and Evaluation Report (CAPER). Furthermore, the Consolidated Plan regulations at 24 CFR 91.525 require the Department to evaluate and report to the public on a community's overall progress in the management of its program funds, compliance with the Consolidated Plan, the accuracy of performance reports, and the extent to which progress has been achieved toward the statutory goals identified in 24 CFR 91.1.

This letter serves to acknowledge your Program Year 2024 CAPER submission and to apprise you of our assessment of City of Williamsport's overall progress. HUD acknowledges the City of Williamsport's programmatic accomplishments during the program year. Based on our Office's review of your Program Year 2024 CAPER, we have concluded that the City of Williamsport has the capacity to carry out its CPD programs and has met its reporting requirements.

HUD also recognizes areas where the City of Williamsport has room for improvement. These areas include:

- 1) The CDBG timeliness requirement is that a community may have no more than 1.5 times its most recent annual grant remaining in the line of credit 60 days prior to the end of its program year. For the past two years, the City of Williamsport's line of credit balance adjusted for program income 60 days prior to the end of its program year was 2.11 and 2.47, which is not in compliance with the 1.5 timeliness standard. The city was issued deficiency letters and has been operating under a workout plan, which describes the steps that will be taken by the city to ensure compliance with the

1.5 timeliness standard prior to the next CDBG timeliness test date. The City of Williamsport should continue to work towards coming into compliance with the 1.5 CDBG timeliness standard by November 2, 2025.

- 2) As noted in the attachment, the City of Williamsport did not expend all of its 2016 HOME funds prior to the September 30, 2024 deadline. As a result, \$32,052.29 of HOME funds were returned to Treasury. The City of Williamsport should make efforts to fully expend its 2017 HOME funds prior to the September 30, 2025 deadline.

Thank you for your continued commitment to strengthening your community through CPD programs. Please submit any comments regarding the contents of this letter to this Office within 30 days of the date of this letter. If you have any questions concerning the progress summary or if you wish to request additional consultation regarding your performance, please contact Ms. Christine D. Jones, Senior Community Planning and Development Representative, at (215) 861-7668, or by email, at christine.jones@hud.gov.

Sincerely,

David Noguera
Director
Office of Community Planning
and Development

Attachment

Cc: Crystal I. Edwards, CPD Program Manager

CPD Program Progress Summary

This section summarizes City of Williamsport's program progress during the assessment period January 1, 2024 – December 31, 2024, with special focus on compliance with and progress towards expenditure requirements for CPD programs.

Summary of Programs Administered and 2024 Funding Amounts:

Allocations	2024 Funding Amounts	Total Available 2024 Balance	Total Available Balance – All Years
CDBG	\$1,005,173.00	\$951,574.00	\$2,204,458.90
HOME	\$224,383.56	\$224,383.56	\$1,670,076.56
HTF	\$ -	\$ -	\$ -
ESG	\$ -	\$ -	\$ -
HOPWA	\$ -	\$ -	\$ -

Summary of Program Deadlines and Baseline Requirements:

Program	Requirement	Progress
CDBG	Compliance with <i>last</i> September 30 th Treasury cancelling funds deadline	Last Deadline: 9/30/2024 Balance of undisbursed funds: \$0.00
	Progress towards <i>next</i> September 30 th Treasury cancelling funds deadline	Next Deadline: 9/30/2025 Balance of undisbursed funds: \$26,704.54
	70% Low/Mod Overall Benefit requirement for CDBG	Program Year(s) 2024 Low/Mod Benefit percentage: 99.5%
HOME	Compliance with <i>last</i> September 30 th Treasury cancelling funds deadline	Last Deadline: 9/30/2024 Balance of undisbursed funds: \$32,052.29
	Progress towards <i>next</i> September 30 th Treasury cancelling funds deadline	Next Deadline: 9/30/2025 Balance of undisbursed funds: \$144,286.87

Summary of Open CPD Monitoring or OIG Audit Findings

This section summarizes any open CPD Monitoring or OIG Audit findings. Please work with our Office to ensure that these findings are resolved timely.

<u>Year</u>	<u>Program(s)</u>	<u># of Open Findings</u>	<u>Status</u>
FY 2022	CDBG	6	The city's response is due on 5/19/25.
FY 2024	CDBG-CV and HOME	17	The city's response is due on 6/02/25.