

## Executive Summary

### AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

#### 1. Introduction

In compliance with HUD's regulations, the Borough of Berwick has prepared an Annual Action Plan, which will be utilized for FFY 2023. This Annual Action Plan highlights challenges and opportunities in focus areas such as housing, community, and economic development needs, as well as generating priorities within the Borough of Berwick.

The Annual Action Plan outlines goals for the Borough of Berwick as presented and anticipated during the next year by outlining initiatives the Berwick Borough Council may be willing to undertake addressing identified needs. This FFY 2023 Annual Action Plan is a collaborative effort between the Borough of Berwick, SEDA-Council of Governments (SEDA-COG), the community at large, social service agencies, housing providers, community development agencies, and economic development groups. The planning process was accomplished through a series of public meetings, stakeholder consultation interviews, and collaboration.

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

As part of the Annual Action Plan, the community must develop goals and objectives. The following goals and objectives have been identified for the Borough of Berwick for the period of FFY 2023 for the CDBG Program:

##### **Housing Priority - (High Priority)**

There is a need to improve the quality of the housing stock in the Borough of Berwick, and to increase the supply of affordable, decent, safe, sound, and accessible housing for homeowners, renters, and homebuyers.

- **HS-1: Fair Housing** – Support education, enforcement/reporting, and/or evaluation/study of Fair Housing rights and other housing related topics relevant to the public.
- **HS-2: Housing Stock** - Support efforts to create new units of affordable and/or accessible housing as well as maintain and improve the quality of older homes, including elimination of slum and blighting conditions.

### **Other Special Needs Priority - (Low Priority)**

There is a need for services and facilities for the youth, elderly, persons with disabilities, victims of domestic violence, persons with HIV/AIDS, and persons with special needs.

- **SN-1 Public Safety** – Improvement in the ability to respond to emergency situations.
- **SN-2 Social Services** - Support social service programs and facilities for the youth, elderly, persons with disabilities, victims of domestic violence, persons with HIV/AIDS, and persons with other special needs.

### **Community and Economic Development Priority - (High Priority)**

There is a need to improve the public and community facilities, infrastructure, employment, and the quality of life in the Borough of Berwick.

- **DV-1 Community Facilities** - Improve the parks, recreational centers, trails, bikeways, and public and community facilities through rehabilitation, new construction, and handicap accessibility improvements.
- **DV-2 Infrastructure** - Improve infrastructure through rehabilitation, reconstruction, and new construction of streets, sidewalks, ADA curb cut ramps, sewer, water, storm water management, flood protection, bridges, green infrastructure, etc.
- **DV-3 Employment** - Support and encourage job creation, job retention, and job training opportunities as well as entrepreneurship and small business development.

### **Administration, Planning, and Management Priority - (High Priority)**

There is a continuing need for planning, administration, management, and oversight of Federal, state, and local funding grant programs.

- **AM-1 Overall Coordination** - Provide program management and oversight for the successful administration of federal, state, and local funding programs, including planning services for special studies, environmental clearance, fair housing, and compliance with all Federal, state, and local laws and regulations.

### **Assignment of Priority Discussion:**

**High Priority** - Activities are assigned a high priority if the Borough of Berwick will likely utilize CDBG funds to finance activities during the Five-Year Consolidated Plan period.

**Low Priority** - Activities are assigned a low priority if the activity may not be funded by the Borough of Berwick during the Five-Year Consolidated Plan period. The Borough of Berwick may support applications for other funding if those activities are consistent with the needs identified in the Five-Year Consolidated Plan.

### **3. Evaluation of past performance**

The Borough of Berwick is an eight-year federal Entitlement community.

The FFY 2016 through FFY 2021 Consolidated Annual Performance Evaluation Reports (CAPER) have been submitted to HUD regarding how the Borough of Berwick has expended its funds.

The FFY 2022 Consolidated Annual Performance Evaluation Report will report on the use of FFY 2022 funds. This report will be submitted by the end of the calendar year 2023.

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

#### **Substantial Amendment No. 1**

Planning and consultation for submission of the Substantial Amendment No. 1 (Jan -Feb 2024) have included public participation and outreach. Correspondence to community businesses, community leadership and civic engagement organizations was transmitted January 11, 2024.

Accordingly, a public legal notice has been placed in the predominant local circulation newspaper, as well as posted on the SEDA-COG web page (Berwick Community Development tab), while a physical copy made available, being located at Berwick City Hall, for public access, review and comment effective January 11, 2024.

Following designated timelines, a public hearing, having a coinciding schedule with Berwick Borough Council, was held, Monday, January 15, 2024; 7:00pm at Berwick Borough Chambers, 1800 North Market Street, Berwick, PA. Subsequent to the public legal notice having publication of January 11, 2024, a thirty-day public comment period was initiated, having outreach during Borough Council meetings (January 15). A Thirty-day comment period, having communications

offered to Berwick Borough, via City Hall offices and/or SEDA-COG concluded at the close of business February 16, 2024. Records of requests, communications and submissions has been maintained in log form. Berwick Borough Council approval and adoption of Substantial Amendment no. 1 occurs February 19, 2024, 7:00pm during a regularly scheduled council meeting.

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In preparation for the development of the 2023 Annual Action Plan, consultation meetings were held with the Columbia County Housing Authority (who also has a representative on the regional Continuum of Care Board), Columbia County Human Service Coalition, businesses, developers, nonprofit organizations, philanthropic organizations, and community and faith-based organizations. A notice was mailed out on May 5, 2023, to the various contacted organizations regarding the initiation of the CDBG application preparation schedule.

As a component of this schedule, the Borough of Berwick held its first public hearing Tuesday, May 15, 2023. This meeting was held in the council chambers at 1800 North Market Street Berwick, PA at 7:00PM. The hearing is based on the needs of the community and its residents. The hearing also provided the residents, agencies, and organizations with the opportunity to discuss the Borough of Berwick's CDBG program, and to provide suggestions for future CDBG program priorities and activities.

SEDA-COG then emailed all the agencies and organizations that were contacted as part of the consultation process, to let them know that the FFY 2023 Action Plan would be on public display. The comment period for the FFY 2023 Annual Action Plan began on June 26, 2023. A copy of the "FFY 2023 Annual Action Plan" was published and made available for display and comment at the following locations:

1. Borough of Berwick  
1800 North Market Street  
Berwick, PA 18603
  
2. SEDA-COG's website:  
<http://www.sedacog.org/Pages/communitydevelopment.aspx>

A final public hearing scheduled for Tuesday, July 17, 2023, coinciding with a regularly scheduled Berwick Borough Council meeting, Berwick City Hall, 7:00 PM. The hearing gave the public a final opportunity to comment on the Borough's plan.

The comment period for the FFY 2023 Annual Action Plan ended on July 26, 2023. Please refer to the minutes of the public hearings for further comment documentation as well as the public comment summary.

## **5. Summary of public comments**

Notices were advertised in the *Press Enterprise*, the local newspaper of circulation, regarding the borough's public hearing in order to invite comment. Public comment was also invited for thirty (30) days regarding the Annual Action Plan.

Comments received at the borough's public hearings, as well as during the thirty (30) day comment period are included as public hearing meeting minutes and are included within the addendums of the FFY 2023 Annual Action Plan.

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

All comments and suggestions received to date have been accepted and incorporated into the Five-Year Consolidated Plan.

## **7. Summary**

The primary goal of the FFY 2023 Annual Action Plan will be to implement strategies and work toward goals related to challenges identified in the Five-Year Consolidated Plan. Through this Five-Year Consolidated Plan study effort, baseline goals were established to work toward improving the housing conditions, and address community and economic development needs.

For FFY 2023 program year, the following CDBG allocation will be distributed to the Borough of Berwick: \$292,059.00.

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

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

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

<b>Agency Role</b>	<b>Name</b>	<b>Department/Agency</b>
CDBG Recipient	Damien Scoblink	Borough of Berwick
Community Development Director	Tyler Dombroski	SEDA-COG
CDBG Program Coordinator	Michael D. Burger	SEDA-COG

**Table 1 – Responsible Agencies**

**Narrative**

The mission of the Community Development Program at SEDA-COG is to work with local governments and their citizens to improve communities and the lives of community residents through infrastructure and community facility projects. Recipients of SEDA-COG’s Community Development services include the region’s counties, communities, municipal authorities, and locally based organizations.

Success is assisting a community through the planning, development, design, funding, and construction of much needed public infrastructure or community facility projects. In the last 30 years, SEDA-COG’s Community Development Program has assisted with nearly 1,000 public infrastructure and community facility projects, resulting in community investments of nearly half a billion dollars.

**Consolidated Plan Public Contact Information**

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

### **1. Introduction**

The Borough of Berwick and its CDBG Administrator, SEDA-COG, held a series of consultation meetings during spring of 2023. Upon completion of the initial consultation meetings and interviews, a SEDA-COG representative attended the bi-monthly meeting of the Columbia County Human Service Coalition. At this meeting, the SEDA-COG representative informed local providers of the Borough's effort to undertake this Five-Year Consolidated Plan and invited the providers an opportunity to schedule additional consultation meetings/interviews to participate in this effort. Input from the consultation meetings was used in the development of the specific strategies and priorities for this Five-Year Consolidated Plan. Public hearings were scheduled in accordance with the Borough of Berwick's adopted Citizen Participation Plan to provide the public an opportunity to comment on the development of this Plan

Organizations that participated during the consultation process of the Five-Year Consolidated Plan have been notified of the FFY 2023 CDBG program's initiation through an outreach letter. Additionally, an announcement was made at a bi-monthly Columbia County Human Services Coalition meeting about the FFY 2023 Annual Action Plan's development and the opportunity for CDBG program funding for projects. Public advertising also occurred.

**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)).**

The Borough of Berwick will work with the following agencies to enhance coordination:



<b>Responsible Entity</b>	<b>Responsible Entity Type</b>	<b>Role</b>	<b>Geographic Area Served</b>
The Borough of Berwick	Government agency	Community Development – Public Facilities, Neighborhood Improvements, Public Services, Economic Development Planning	Jurisdiction
Central PA Continuum of Care	Government agency	Homelessness	Region
Columbia County Housing Authority	PHA	Affordable Housing: Ownership Affordable Housing: Rental Public Housing	Region
Columbia County Human Service Coalition Member Organizations	Nonprofit organization	Homelessness Non-homeless special needs	Region
Columbia Montour Chamber of Commerce	Private Industry	Economic Development Planning	Region
Community Strategies Group	Redevelopment authority	Affordable Housing: Ownership Affordable Housing: Rental Community Housing Development Organization (CHDO) Planning	Region

DRIVE	Government agency	Economic Development Planning	Region
SEDA-COG	Government agency	Community Development – Public Facilities, Neighborhood Improvements, Public Services, Economic Development Planning	Region

**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.**

Columbia County is part of Central Valley Regional Homeless Advisory Boards. There are 5 (Regional Homeless Advisory Boards in the Eastern PA Continuum of Care, and each Regional Homeless Advisory Boards has two representatives on the Continuum of Care’s Funding Committee. Each year the Continuum of Care conducts a gaps analysis, using data from the homeless service system, to identify needs and gaps within the Continuum of Care. This analysis includes a review of needs both at the Continuum of Care level, but also at the region and county level. The Continuum of Care Funding Committee uses this analysis to inform funding decisions about the needs of people experiencing homelessness, including chronically homeless, families with children, veterans, and youth.

**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**

The Continuum of Care has three mechanisms by which local organizations may be involved in funding decisions, developing performance standards/evaluating outcomes, and developing funding policies/procedures.

1) Regional Homeless Advisory Board meetings - There are five regions in the Pennsylvania Continuum of Care, each represented by a Regional Homeless Advisory Board RHAB. Columbia County is part of Central Valley RHAB. Local organizations are encouraged to participate in these meetings. These meetings serve to keep Continuum of Care members updated on what is going on in the Continuum of Care, solicit input from members on needs within the Continuum of Care, and allow members to connect with one another and share resources.

2) Funding Committee - Each Regional Homeless Advisory Board has two representatives on the Continuum of Care's Funding Committee. Each year the Continuum of Care conducts a gaps analysis, using data from the homeless service system to identify needs and gaps within the Continuum of Care. This analysis includes a review of needs both at the Continuum of Care level, but also at the region and county level. The Continuum of Care Funding Committee uses this analysis to inform funding decisions about the needs of people experiencing homelessness, including chronically homeless, families with children, veterans, and youth. The Funding Committee also leads the process of developing performance evaluation standards. All Continuum of Care funded projects are evaluated based on their performance annually, which informs which projects are renewed for ongoing funding.

3) Data Committee - Any Continuum of Care member can join the Data Committee. The Data Committee is charged with reviewing Continuum of Care level and project level data, developing performance benchmarks, and evaluating outcomes across the Continuum of Care.

**2. Describe Agencies, groups, organizations, and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities**

All agencies listed below were contacted regarding the FFY 2023 Annual Action Plan development process.

<b>1</b>	<b>Agency/Group/Organization</b>	Columbia County Commissioners' Office
	<b>Agency/Group/Organization Type</b>	Other government - County Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs HOPWA Strategy Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter; Housing and Community Development priorities.

2	<b>Agency/Group/Organization</b>	Agape
	<b>Agency/Group/Organization Type</b>	Services-homeless Regional organization Faith Based Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter, regular attendance at Columbia County Human Services Coalition meetings; Housing and Community Development priorities.
3	<b>Agency/Group/Organization</b>	Central Susquehanna Community Foundation
	<b>Agency/Group/Organization Type</b>	Services-Health Business Leaders Civic Leaders Business and Civic Leaders Community Development Financial Institution Foundation Neighborhood Organization

	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter; Housing and Community Development priorities.
4	<b>Agency/Group/Organization</b>	CMSU
	<b>Agency/Group/Organization Type</b>	Services-Persons with Disabilities Health Agency Child Welfare Agency Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter, regular attendance at Columbia County Human Services Coalition meetings; Housing and Community Development priorities.
5	<b>Agency/Group/Organization</b>	Columbia County Family Center
	<b>Agency/Group/Organization Type</b>	Services-Children Child Welfare Agency Publicly Funded Institution/System of Care Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children Anti-poverty Strategy

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter, regular attendance at Columbia County Human Services Coalition meetings; Housing and Community Development priorities.
6	<b>Agency/Group/Organization</b>	Columbia Montour Chamber of Commerce
	<b>Agency/Group/Organization Type</b>	Services-Employment Regional organization Planning organization Business Leaders Civic Leaders Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Market Analysis
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter; Housing and Community Development priorities.
7	<b>Agency/Group/Organization</b>	Columbia County Career Link
	<b>Agency/Group/Organization Type</b>	Services-Employment Regional organization Business Leaders Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Market Analysis

	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter; Housing and Community Development priorities.
8	<b>Agency/Group/Organization</b>	Berwick Area United Way
	<b>Agency/Group/Organization Type</b>	Regional organization Civic Leaders Business and Civic Leaders Community Development Financial Institution Foundation
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter, regular attendance at Columbia County Human Services Coalition meetings; Housing and Community Development priorities.
9	<b>Agency/Group/Organization</b>	CARING COMMUNITY FOR AIDS
	<b>Agency/Group/Organization Type</b>	Services-Persons with HIV/AIDS Health Agency Publicly Funded Institution/System of Care
	<b>What section of the Plan was addressed by Consultation?</b>	HOPWA Strategy Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter, regular attendance at Columbia County Human Services Coalition meetings; Housing and Community Development priorities.



10	<b>Agency/Group/Organization</b>	Columbia County Human Services Coalition
	<b>Agency/Group/Organization Type</b>	Publicly Funded Institution/System of Care Planning organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Needs - Veterans Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter, regular attendance at Columbia County Human Services Coalition meetings; Housing and Community Development priorities.
11	<b>Agency/Group/Organization</b>	Columbia-Montour Visitors Bureau
	<b>Agency/Group/Organization Type</b>	Services-Employment Regional organization Planning organization Business Leaders Civic Leaders Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter; Housing and Community Development priorities.

12	<b>Agency/Group/Organization</b>	Columbia County Housing and Redevelopment Authority
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-homeless Service-Fair Housing Publicly Funded Institution/System of Care Regional organization Planning organization Civic Leaders Business and Civic Leaders
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Economic Development Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter, regular attendance at Columbia County Human Services Coalition meetings; Housing and Community Development priorities.

13	<b>Agency/Group/Organization</b>	Columbia Montour Area Agency on Aging
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-homeless Service-Fair Housing Publicly Funded Institution/System of Care Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter, regular attendance at Columbia County Human Services Coalition meetings; Housing and Community Development priorities.

14	<b>Agency/Group/Organization</b>	Columbia County Volunteers in Medicine Clinic, Inc.
	<b>Agency/Group/Organization Type</b>	Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Health Health Agency Publicly Funded Institution/System of Care
	<b>What section of the Plan was addressed by Consultation?</b>	Non-Homeless Special Needs HOPWA Strategy Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter, regular attendance at Columbia County Human Services Coalition meetings; Housing and Community Development priorities.
15	<b>Agency/Group/Organization</b>	Berwick Borough
	<b>Agency/Group/Organization Type</b>	Other government – Local

	<p><b>What section of the Plan was addressed by Consultation?</b></p>	<p>Housing Need Assessment  Lead-based Paint Strategy  Public Housing Needs  Homelessness Strategy  Homeless Needs - Chronically homeless  Homeless Needs - Families with children  Homelessness Needs - Veterans  Homelessness Needs - Unaccompanied youth  Non-Homeless Special Needs  HOPWA Strategy  Economic Development  Market Analysis  Anti-poverty Strategy</p>
	<p><b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b></p>	<p>Public advertisement, regular attendance at Borough Council meetings and work sessions; Housing and Community Development priorities.</p>
<p>16</p>	<p><b>Agency/Group/Organization</b></p>	<p>Susquehanna Greenway</p>
	<p><b>Agency/Group/Organization Type</b></p>	<p>Services-Health  Business Leaders  Civic Leaders  Business and Civic Leaders  Community Development Financial Institution  Foundation  Neighborhood Organization</p>

	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter; Housing and Community Development priorities.
17	<b>Agency/Group/Organization</b>	Berwick Area YMCA
	<b>Agency/Group/Organization Type</b>	Services-Health Civic Leaders Business and Civic Leaders Neighborhood Organization
	<b>What section of the Plan was addressed by Consultation?</b>	Economic Development Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter; Housing and Community Development priorities.
18	<b>Agency/Group/Organization</b>	DC Center - Independent Living
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-homeless Publicly Funded Institution/System of Care Regional organization

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter; Housing and Community Development priorities.
19	<b>Agency/Group/Organization</b>	National Organization - Disability
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-homeless Service-Fair Housing Publicly Funded Institution/System of Care Regional organization

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter; Housing and Community Development priorities.
20	<b>Agency/Group/Organization</b>	Eastern Seals Western and Central Pennsylvania
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-homeless Service-Fair Housing Publicly Funded Institution/System of Care Regional organization



	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter; Housing and Community Development priorities.
21	<b>Agency/Group/Organization</b>	Easter Seals Eastern Pennsylvania
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-homeless Service-Fair Housing Publicly Funded Institution/System of Care Regional organization

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter; Housing and Community Development priorities.
22	<b>Agency/Group/Organization</b>	Northeast Pennsylvania Center for Independent Living
	<b>Agency/Group/Organization Type</b>	Housing PHA Services - Housing Services-Elderly Persons Services-Persons with Disabilities Services-homeless Service-Fair Housing Publicly Funded Institution/System of Care Regional organization

	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Market Analysis Anti-poverty Strategy
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter; Housing and Community Development priorities.
23	<b>Agency/Group/Organization</b>	Eastern PA Continuum of Care
	<b>Agency/Group/Organization Type</b>	Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter; Housing and Community Development priorities.

24	<b>Agency/Group/Organization</b>	Community Strategies Group
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Service-Fair Housing Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Public Housing Needs
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter, email, regular attendance at Columbia County Human Services Coalition meetings; Housing and Community Development priorities.
25	<b>Agency/Group/Organization</b>	Central Susquehanna Opportunities
	<b>Agency/Group/Organization Type</b>	Services - Housing Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless Services-Health Services-Education Services-Employment Service-Fair Housing Services - Victims Regional organization

	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter, email, regular attendance at Columbia County Human Services Coalition meetings; Housing and Community Development priorities.
26	<b>Agency/Group/Organization</b>	DRIVE
	<b>Agency/Group/Organization Type</b>	Services - Broadband Internet Service Providers Services - Narrowing the Digital Divide
	<b>What section of the Plan was addressed by Consultation?</b>	Homelessness Strategy Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Economic Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter, email; Housing and Community Development priorities.

27	<b>Agency/Group/Organization</b>	SEDA-COG
	<b>Agency/Group/Organization Type</b>	Housing Services - Housing Agency - Managing Flood Prone Areas Agency - Management of Public Land or Water Resources Agency - Emergency Management Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Lead-based Paint Strategy Non-Homeless Special Needs Economic Development
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter, email; Housing and Community Development priorities.
28	<b>Agency/Group/Organization</b>	The Gate House
	<b>Agency/Group/Organization Type</b>	Services-homeless Regional organization
	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter, regular attendance at Columbia County Human Services Coalition meetings; Housing and Community Development priorities.
29	<b>Agency/Group/Organization</b>	Beyond Violence
	<b>Agency/Group/Organization Type</b>	Services-homeless Services-Victims of Domestic Violence

	<b>What section of the Plan was addressed by Consultation?</b>	Homeless Needs - Families with children
	<b>How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?</b>	Public advertisement, outreach letter, regular attendance at Columbia County Human Services Coalition meetings; Housing and Community Development priorities.

**Identify any Agency Types not consulted and provide rationale for not consulting**

All agency types were consulted and contacted during the planning process.

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

<b>Name of Plan</b>	<b>Lead Organization</b>	<b>How do the goals of your Strategic Plan overlap with the goals of each plan?</b>
Continuum of Care	Central Valley Regional Homeless Advisory Board (Central RHAB)	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.
FFY 2020 Annual Action Plan	The Borough of Berwick	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.
FFY 2021 Annual Action Plan	The Borough of Berwick	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.
FFY 2022 Annual Action Plan	The Borough of Berwick	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.
FFY 2016-FFY 2020 Consolidated Plan	The Borough of Berwick	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.
FFY 2020-FFY 2024 Analysis of Impediments Fair Housing Study	The Borough of Berwick	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Columbia County Hazard Mitigation Plan Update	Columbia County	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.
Comprehensive Economic Development Strategy	SEDA-COG	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.
Long Range Transportation Plan	SEDA-COG	They are incorporated in the Five-Year Consolidated Plan and the Annual Action Plans.

**Table 2 – Other local / regional / federal planning efforts**

**Narrative**

The Borough of Berwick has consulted with various agencies which has culminated in the development of this FFY 2021-2025 Five-Year Consolidated Plan. Below is a non-exhaustive list of organizations represented at Columbia County Human Service Coalition Meetings:

- Columbia County Family Center
- Columbia County Children and Youth Services
- Columbia County Juvenile Probation
- Columbia County Commissioners
- Columbia Child Development Program/ Head Start
- AGAPE



- Columbia County Volunteers in Medicine
- Danville Child Development Center
- Central Susquehanna Community Foundation
- Columbia/Montour Area Agency on the Aging
- CMSU Behavioral Health/Drug and Alcohol
- Central Susquehanna Intermediate Unit
- Central Susquehanna Intermediate Unit
- AmeriHealth Caritas Pennsylvania
- Gatehouse Shelter
- Caring Communities
- Central Susquehanna Opportunities Inc.
- SEDA-COG
- Central Pennsylvania Workforce Development Corp. (CPWDC)
- The Women's Center Inc
- Geisinger Nurse Family Partnership/Free2BMoms
- Consumer

**AP-12 Participation – 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**

**Substantial Amendment No. 1**

Planning and consultation for submission of the Substantial Amendment No. 1 (Jan -Feb 2024) have included public participation and outreach. Correspondence to community businesses, community leadership and civic engagement organizations was transmitted January 11, 2024.

Accordingly, a public legal notice has been placed in the predominant local circulation newspaper, as well as posted on the SEDA-COG web page (Berwick Community Development tab), while a physical copy made available, being located at Berwick City Hall, for public access, review and comment effective January 11, 2024.

Following designated timelines, a public hearing, having a coinciding schedule with Berwick Borough Council, was held, Monday, January 15, 2024; 7:00pm at Berwick Borough Chambers, 1800 North Market Street, Berwick, PA. Subsequent to the public legal notice of January 11, 2024, a thirty-day public comment period was initiated, having outreach during Borough Council meetings (January 15). A Thirty-day comment period, having communications offered to Berwick Borough, via City Hall offices and/or SEDA-COG concluded at the close of business February 16, 2024. Records of requests, communications and submissions having been maintained in log form.

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The Borough of Berwick followed its Citizens Participation Plan to develop this FFY 2023 Annual Action Plan including:

- Email and written letter outreaches to local organizations.
- Regular attendance at Columbia County Human Service Coalition meetings.

- Two public hearings at different stages of the application preparation schedule.
- Newspaper advertisements encouraging participation and comment.
- Public display of the draft FFY 2023 Annual Action Plan, including Substantial Amendment No. 1 documentation.

Through the citizen participation process, public input was used to identify what challenges and opportunities exist in Berwick, as well as develop goals to mitigate these issues.

### 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	Notice to community organizations	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Sent via US Mail to community organizations and agencies.	No comments received.	No comments received.	N/A

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)
2	Public Hearing	Minorities  Non-English Speaking - Specify other language: Assistance provided upon request  Persons with disabilities  Non-targeted/broad community  Residents of Public and Assisted Housing	Varied. Refer to attached sign-in sheets for attendance records.	Refer to minutes of public hearings attached to this Consolidated Plan.	All comments were accepted.	N/A

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)
3	Newspaper Ad	<p>Minorities</p> <p>Non-English Speaking - Specify other language: Assistance provided upon request</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p>	All advertisements circulated in the local newspaper of circulation, the <i>Press Enterprise</i> .	No comments received.	No comments received.	<a href="http://www.presseenterpriseonline.com/">http://www.presseenterpriseonline.com/</a>

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)
4	Annual Action Plan Comment Period	Minorities Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing	Varied. Refer to attached documentation of comments received.	No comments received.	No comments received.	<a href="https://seda-cog.org/departments/community-development/hud-documentation/">https://seda-cog.org/departments/community-development/hud-documentation/</a>

**Table 4 – Citizen Participation Outreach**

**Table 3 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

The Borough of Berwick will receive \$292,059.00 of FFY 2023 CDBG funds.

The program year goes from October 1, 2023 through September 30, 2024. The accomplishments of these activities will be reported in the FFY 2023 Consolidated Annual Performance and Evaluation Report (CAPER).

#### **SUBSTANTIAL AMENDMENT No.1 (January – February 2024)**

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

#### Discussion

<b>2017 Project Funds:</b>	<b>Current Budget:</b>	<b>Reallocated Budget:</b>	<b>Modified Budget:</b>
Removal of Blighted Structures – Berwick	\$73,082.52	(\$71,882.56)	\$1,199.96
Removal of Blighted Structures – Berwick PI	\$0	\$71,882.56	\$71,882.56
Washington Street Reconstruction	\$0	\$71,882.56	\$71,882.56

<b>2018 Project Funds:</b>	<b>Current Budget:</b>	<b>Reallocated Budget:</b>	<b>Modified Budget:</b>
Removal of Blighted Structures – Berwick	\$7,135.73	(\$4,819.98)	\$2,315.75
Removal of Blighted Structures - Berwick PI	\$0	\$4,819.98	\$4,819.98
Washington Street Reconstruction	\$0	\$4,819.98	\$4,819.98

<b>FFY 2019 Project Funds:</b>	<b>Current Budget:</b>	<b>Reallocated Budget:</b>	<b>Modified Budget:</b>
Code Enforcement - Berwick	\$76,502.54	(\$76,502.54)	\$0
Removal of Blighted Structures – Berwick Phase III	\$27,095.79	\$4,508.31	\$31,604.10
Berwick Handwashing/Sanitizing Restrooms	\$57,089.91	(\$4,508.31)	\$52,581.60

<b>FFY 2020 Project Funds:</b>	<b>Current Budget:</b>	<b>Reallocated Budget:</b>	<b>Modified Budget:</b>
Butternut Street Reconstruction	\$104,581.00	(\$4,847.63)	\$99,733.37
Washington Street Reconstruction	\$0	\$4,847.63	\$4,847.63



<b>2021 Project Funds:</b>	<b>Current Budget:</b>	<b>Reallocated Budget:</b>	<b>Modified Budget:</b>
Removal of Blighted Structures – Berwick Phase III	\$70,000.00	(\$23,008.54)	\$46,991.46
Code Enforcement - Berwick	\$0	\$23,008.54	\$23,008.54

<b>2022 Project Funds:</b>	<b>Current Budget:</b>	<b>Reallocated Budget:</b>	<b>Modified Budget:</b>
North Street Reconstruction	\$54,402.00	(\$23,433.10)	\$28,968.90
5 <sup>th</sup> Avenue and North Arch Street Reconstruction	\$150,000.00	(\$32,089.84)	\$117,910.16
Code Enforcement - Berwick	\$0	\$53,494.00	\$53,494.00
Berwick Handwashing /Sanitizing Restrooms	\$0	\$5,451.46	\$5,451.46
Removal of Blighted Structures – Berwick Phase III	\$42,000.00	(\$42,000.00)	\$0
Removal of Blighted Structures – Berwick Phase IV	\$0	\$40,577.48	\$40,577.48

**Anticipated Resources (original AAP August 2023)**

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 2				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG (Borough of Berwick)	Public-Federal	<ul style="list-style-type: none"> <li>• Acquisition</li> <li>• Admin and Planning</li> <li>• Economic Development</li> <li>• Housing</li> <li>• Public Improvement</li> <li>• Public Services</li> </ul>	\$292,059.00	\$0.00	\$0.00	\$292,059.00	\$584,118.00	<p><b>Berwick Borough completed a new Consolidated Plan last year for FY2021-FY2025.</b></p>

**Table 4 - 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**

In addition to the CDBG entitlement funds, the Borough of Berwick anticipates the following resources may be available to local partners to undertake the strategies identified in the Five-Year Consolidated Plan:

- American Rescue Plan-State Local Fiscal Recovery Funds
- Columbia County Access Grant Program
- Community Development Block Grant – Coronavirus Response
- Community Health Choices
- Emergency Solutions Grant
- First Time Home Buyers Assistance Program
- HOME Program
- Infrastructure Investment and Jobs Act
- Low-Income Housing Tax Credit Program (LIHTC)
- Pennsylvania Assistive Technology Foundation
- Pennsylvania Department of Natural Resources Grant Programs
- Pennsylvania Department of Transportation Multi-Modal Transportation Fund
- Pennsylvania Housing Finance Agency
- Pennsylvania Liquid Fuels Program
- Public Housing Developments
- Section 8 Rental Assistance Program
- Self-Determination Housing Project
- U.S. Department of Agriculture (USDA) Rural Development Single Family Housing Programs
- Weatherization Program

CDBG funds may be considered by the Borough of Berwick as a match source for projects financed with other resources, when a national objective can be met, and match requirements do not preclude use of federal funds.

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

Publicly owned property will likely be utilized for any DV-1 Community Facility or DV-2 Infrastructure projects.

**Discussion**

With limited CDBG funds available to address the needs identified in the Five-Year Consolidated Plan, the Borough of Berwick will work cooperatively with private, public, and non-profit partners. The Borough of Berwick anticipates that projects funded in FFY 2023 with CDBG funds will require minimal additional matching funds. The Borough could utilize FFY 2023 CDBG funds to reimburse itself for project cost overruns that occur on FFY 2023 projects, if necessary. Other goals identified in the Five-Year Consolidated Plan and not funded with CDBG funds in FFY 2023, will utilize Local General Funds when necessary.

## Annual Goals and Objectives

### AP-20 Annual Goals and Objectives

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1.	DV-2 Infrastructure	2021	2026	Non-Housing Community Development	Borough-Wide	Community Development Priority	CDBG: 70.3% of CDBG project funds \$173,291.00	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 784 Households
2.	HS-2 Housing Stock	2021	2025	Non-Housing Community Development	Borough - Wide	Community Development Priority	CDBG: 29.639% of CDBG project funds; \$73,000.00	Buildings Demolished: 4 Buildings
3.	AM-1 Overall Coordination	2021	2025	Administration, Planning, and Management	Borough - Wide	Administration, Planning, and Management Priority	CDBG: 15.66% of the total CDBG allocation; \$45,768	Other: 1 Other

**Table 5 – Goals Summary**

## Goal Descriptions

1.	<b>Goal Name</b>	<b>DV-2 Infrastructure</b>
	<b>Goal Description</b>	Improve infrastructure through rehabilitation, reconstruction, and new construction of streets, sidewalks, ADA curb cut ramps, sewer, water, storm water management, flood protection, bridges, green infrastructure, etc.
2.	<b>Goal Name</b>	<b>HS – 2 Housing Stock</b>
	<b>Goal Description</b>	Support efforts to create new units of affordable and/or accessible housing as well as maintain and improve the quality of older homes, including elimination of slum and blighting conditions.
3.	<b>Goal Name</b>	<b>AM-1 Overall Coordination</b>
	<b>Goal Description</b>	Provide program management and oversight for the successful administration of federal, state, and local funded programs, including planning services for special studies, environmental clearance, fair housing, and compliance with all Federal, state, and local laws and regulations.

**Table 6 – Goal Descriptions**

## Projects

### AP-35 Projects – 91.220(d)

#### Introduction

#### Projects

#	Project Name
1.	Administration
2.	Washington Street Reconstruction
3.	Removal of Blighted Properties Phase IV

**Table 7 - Project Information**

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

#### **Substantial Amendment No.1 (January – February 2024)**

Re-opening budgetary considerations, project planning, project completion and reallocation of monies necessitated Substantial Amendment no.1. Previous years' project completion of Removal of Blighted Structures – Berwick Phase III; North Street Reconstruction and the 5<sup>th</sup> Avenue and North Arch Street Reconstruction projects each holding excess monies availed the reallocation of monies to FFY 2017 and FFY 2018 projects to Washington Street Reconstruction. Currently in engineering design phase, project price clarity, anticipated construction costs and implementation of construction are foreseen to outstrip anticipated budgeted funds. Reallocation of FFY 2017 and FFY 2018 excess monies from above projects will buffer unanticipated costs, facilitating project completion during summer 2024.

Similarly, completion of the Removal of Blighted Structures – Berwick Phase III, achieved during calendar 2023 (FFY 2022) affords reallocation of limited monies to the completion of Berwick Borough's Handwashing /Sanitizing Restrooms; an FFY 2019 identified project. Begun while viruses of CoVid-19, SARS II and influenza were predominant to the general public, the implementation of such sanitization station, located within the Borough's public park, facilitates potential control of virus transmittals.

Reallocation of FFY 2020 monies between the completed project of Butternut Street Reconstruction to that of Washington Street Reconstruction, additionally injects funds to buffer current market conditions involving unforeseen construction costs.



Code Enforcement - Berwick, originally funded in FFY 2019 has been based as a result of the Borough's reimbursement agreement with the US Department of Housing and Urban Development (HUD) in the amount of \$76,502.54. The Borough has documentable expenses for this project, but has not been able to drawdown CDBG funds given uncertainty on procedures specific to this matter. Given that the Borough has been directed to earmark reimbursement funds to the the FFY 2017 and FFY 2018, and given the FFY 2017 contract's termination of September 30, 2024, the Borough desires to utilize its FFY 2017 and FFY 2018 funds within the Washington Street Reconstruction project. Code Enforcement - Berwick has been earmarked into FFY 2022 as well, having end results targeted to continued community development, monitoring and growth.

Final and current fiscal year reallocations reflect completion of street paving projects having excess funds, resultant from decreases in construction costs. The reallocation of monies to both Code Enforcement - Berwick offer continued monitoring of property improvement/upgrades, while final payment of the Berwick Handwashing /Sanitizing Restrooms project remains, pending labor compliance paperwork from subcontractors.

Completion of street reconstruction projects within FFY 2022 of North Street and that of the 5<sup>th</sup> Avenue and North Arch Street Reconstruction projects have resulted in below expected costs, allowing for reallocation of funds to be identified for Code Enforcement – Berwick. Funds applied will continue ongoing inspections, monitoring and proactive involvement by Codes personnel, affecting Borough properties. Similarly, concluding activities ending the Removal of Blighted Structures - Berwick Phase III will enable initiation and activity of the Borough's identification and monitoring within the Removal of Blighted Structures – Berwick Phase IV.

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The Borough of Berwick has allocated its CDBG funds for FFY 2023 to principally benefit low-moderate income persons.

Infrastructure improvements have been deemed a high funding priority of the Berwick Borough Council because many streets are deteriorated due to years of use and limited general funds to finance street reconstruction projects. These streets have a lack of proper crowning, deteriorated sub-base, inadequate curbing, non-existent curb cuts, and improper drainage. Through ongoing street inspections conducted by the Berwick Borough Public Works Department, discussion by members of the Berwick Borough Council, residents, and an examination by SEDA-COG, it has been determined that the best investment of FFY 2023 CDBG funds would be to move forward with the following activities:

- Washington Street Reconstruction  
(Freas Avenue to 3<sup>rd</sup> Avenue)

Washington Street is a road utilized by the local residential neighborhood, beyond the immediate households within the proposed project area. The reconstruction of Washington Street will primarily benefit residents with the Borough of Berwick residing within Census Tract 507, Block Group 1 having 61.54% LMI. Please refer to the attached project map. FFY 2023 allocation of funds will enable completion of Washington Street reconstruction through the Borough's commitment of previous funding years to arrive at a positive project balance.

- Removal of slum and blight, on a spot basis, has been a CDBG funding priority of the Berwick Borough Council for years due to the roughly forty vacant, condemned structures throughout the municipal limits. This pervasive blight is detrimental to public safety and health for all borough residents.

Berwick Borough has taken a very proactive approach toward code enforcement which has included structural demolitions when property owners have been unresponsive to mandated code repairs. The Borough of Berwick's Code Enforcement Supervisor continues to identify blighted structures which are suitable for demolition.

Berwick Borough will select structures for demolition utilizing CDBG funds based on the borough's demolition policies and procedures. The professional opinion of the Borough of Berwick's Code Enforcement Supervisor, an official condemnation of the structures, accumulation of documentation of the structure's dilapidated state, and the adopted Residential Anti-Displacement and Relocation Assistance Plan are all necessary for the selection of a structure for demolition.

**AP-38 Project Summary**

**Project Summary Information**

<b>1.</b>	<b>Project Name</b>	<b>Administration</b>
	<b>Target Area</b>	Borough-wide
	<b>Goals Supported</b>	AM-1 Overall Coordination
	<b>Needs Addressed</b>	Administration, Planning, and Management Priority
	<b>Funding</b>	\$45,768.00
	<b>Description</b>	General administrative costs, including staff salaries/benefits, consulting services, Analysis of Impediment Housing Study, preparation of application, annual action plans, Environmental Review Record, CAPERs, advertising, audit, special studies, planning and management.
	<b>Target Date</b>	9/1/2029
	<b>Estimate the number and type of families that will benefit from the proposed</b>	2019 ACS update 10,250
	<b>Location Description</b>	Borough-wide.
	<b>Planned Activities</b>	The project matrix code is 21A - General Program Administration.
<b>2.</b>	<b>Project Name</b>	<b>Washington Street Reconstruction</b>
	<b>Target Area</b>	Census Tract 507, Block Group 1
	<b>Goals Supported</b>	DV-2 Infrastructure

	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	FFY 2023 \$ 173,291 committed to project
	<b>Description</b>	CDBG funds will be used to reconstruct Washington Street from Freas Ave (north point) to 3 <sup>rd</sup> Avenue (south point)
	<b>Target Date</b>	9/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	784 households are located within Census Tract 507, Block Group 1
	<b>Location Description</b>	Washington Street between Freas Avenue to 3 <sup>rd</sup> Avenue
	<b>Planned Activities</b>	The national objective is Low/Mod Area Benefit (LMA). The matrix code is 03K, Street Improvements.
<b>3.</b>	<b>Project Name</b>	<b>Removal of Blighted Structures – Berwick Phase IV</b>
	<b>Target Area</b>	Borough Wide
	<b>Goals Supported</b>	HS – 2 Housing Stock
	<b>Needs Addressed</b>	Community Development Priority
	<b>Funding</b>	FFY 2023 \$ 73,000 allocated funds to be committed to the project as needed
	<b>Description</b>	CDBG Funds have been allocated in programming to remove slum, blight on a spot basis
	<b>Target Date</b>	09/30/2024

<b>Estimate the number and type of families that will benefit from the proposed activities</b>	9 buildings/structures having been identified by Borough Codes Department. Funding allocations may limit demolitions.
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**AP-50 Geographic Distribution – 91.220(f)**

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

Generally speaking, CDBG expenditures will be made on a borough wide basis.

Compared to other HUD grantees, Berwick Borough is quite small in size, population, and tax base. The Borough only has two census tracts within its borough limits.

**Geographic Distribution**

Target Area	Percentage of Funds
Borough Wide	100%

**Table 8 - Geographic Distribution**

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

Selection of projects to be financed with CDBG is orchestrated by the Borough of Berwick’s adopted Citizen Participation Plan. Criteria necessary to have a project financed with CDBG includes but is not exclusively limited to the project’s eligibility as a CDBG activity, financial need, and consistency with the FFY 2021-2025 Five-Year Consolidated Plan. Service area of a project is also of great importance, particularly given that at least 70% of CDBG project funds must be expended on low to moderate income benefit activities. The Borough of Berwick has traditionally funded most of its activities based on low to moderate income area benefit. Depending on the service area of a proposed activity, a local income survey effort may be necessary to demonstrate low to moderate income benefit. Otherwise, the following geographic areas are considered predominately low to moderate income based on 2011-2015 ACS data:

- Borough-Wide LMI: 55.2%
- Census Tract, 506 Block Group 2: 74.27%
- Census Tract, 506 Block Group 4: 62.15%
- Census Tract, 506 Block Group 5: 62.92%
- Census Tract, 506 Block Group 4: 70.26%
- Census Tract, 507 Block Group 1: 61.54%
- Census Tract, 507 Block Group 4: 53.95%

## **Discussion**

The geographic locations for the FFY 2023 CDBG activities are as follows:

- Removal of Blighted Structures – Berwick Phase IV: Borough-wide (SBS)
- Washington Street Reconstruction (Census Tract 507, Block Group 1, 61.54% LMI)
- Administration – Borough-wide



## Affordable Housing

### AP-55 Affordable Housing – 91.220(g)

#### Introduction

One Year Goals for the Number of Households to be Supported	
Homeless	
Non-Homeless	3
Special-Needs	
Total	3

**Table 64 - One Year Goals for Affordable Housing by Support Requirement**

One Year Goals for the Number of Households Supported Through	
Rental Assistance	
The Production of New Units	
Rehab of Existing Units	3
Acquisition of Existing Units	
Total	3

**Table 65 - One Year Goals for Affordable Housing by Support Type**

#### Discussion

The Borough of Berwick uses HOME funds it receives from the Commonwealth of Pennsylvania to do affordable housing projects. The Borough of Berwick rehabilitated 2 housing units between October 1, 2021 and September 30, 2022. The Borough of Berwick has rehabilitated two housing units between October 1, 2022, and September 30, 2023. The Borough of Berwick is anticipated to seek a \$300,000 existing owner-occupied housing rehabilitation grant utilizing HOME funds when the Commonwealth (anticipating summer 2023) opens a new HOME funding application round. If the Borough is successful with securing a new grant award it is estimated that three homes will be rehabilitated October 1, 2023, and September 30, 2024.

## **AP-60 Public Housing – 91.220(h)**

### **Introduction**

The Columbia County Housing Authority's Admission and Continued Occupancy Policy requires their agency to regularly monitor each of their units in an effort to maintain safe, satisfactory living conditions for its public housing tenants.

In order to provide superior service, the Columbia County Housing Authority resolves to:

- Administer applicable Federal and state laws and regulations to achieve high ratings in compliance measurement indicators, while maintaining efficiency in program operation to ensure fair and consistent treatment of clients served.
- Provide decent, safe, and sanitary housing, in good repair – in compliance with program uniform physical condition standards – for very low- and low-income families.
- Achieve a healthy mix of incomes in its public housing developments by attracting and retaining higher income families, and by working toward deconcentration of poverty goals.
- Encourage self-sufficiency of participant families and assist in the expansion of family opportunities which address educational, socio-economic, recreational, and other human services needs.
- Promote fair housing and the opportunity for very low- and low-income families of all races, ethnicities, national origins, religions, ethnic backgrounds, and with all types of disabilities, to participate in the public housing program and its services.
- Create positive public awareness and expand the level of family and community support in accomplishing the PHA's mission.
- Attain and maintain a high level of standards and professionalism in day-to-day management of all program components. Administer an efficient, high-performing agency through continuous improvement of the CCHA's support systems and commitment to employees and their development.
- CCHA will make every effort to keep residents informed of program rules and regulations, and to advise participants of how the program rules affect them.

**Actions planned during the next year to address the needs to public housing**

Based on consultation with Matt Hess, Executive Director of the Columbia County Housing & Redevelopment Authorities, employees are currently reviewing HUD regulations to determine what public housing needs the authorities need to prioritize in the near future.

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

The Columbia County Housing Authority does not administer a Public Housing Homeownership Program or a Section 8 Housing Choice Voucher Homeownership Program. As a result, there has been limited concerted effort promoting public housing residents to become more involved in management. These are voluntary programs that public housing authorities can choose to establish by notifying HUD and the public in the Annual Agency Plan and by creating administrative guidelines that meet HUD requirements. HUD approval of these local option programs does not increase funding to the public housing authority.

**If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance**

Not applicable.

## **AP-65 Homeless and Other Special Needs Activities – 91.220(i)**

### **Introduction**

The Borough of Berwick is part of the Eastern Pennsylvania Continuum of Care and the Central Valley Regional Homeless Advisory Board which includes 11 counties. Most people experiencing homelessness are sheltered and are not considered to be homeless based on the HUD definition. There is a perception that homelessness does not exist in the Borough of Berwick and further if a person is homeless, it is their own fault due to drugs, alcohol, etc. As noted by the National Low- Income Housing Coalition Executive Director Sheila Crowley in the Daily Item, “rural homelessness is undercounted...Rural people could be living in a car, living in a trailer, in hunting shacks.” People experiencing homelessness in rural communities also have the challenge of being distanced from services.

Nearly one in five households in the Borough of Berwick is ‘doubled up’ with multiple families or unrelated individuals living in the home.

- Census Tract 506 18.5%
- Census Tract 507 19.7%
- Bloomsburg-Berwick MSA 12.5%
- Pennsylvania 10.2%
- United States 11.1%

### **Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including**

Based on the recommendations of the FFY 2020 - 2024 Analysis of Impediments Fair Housing Study, the Borough of Berwick will assess the need for additional emergency or transitional shelter, rapid rehousing, and homelessness prevention services in the borough. Key partners to this effort included the Continuum of Care, Community Strategies Group, SEDA-Council of Governments, and the Borough of Berwick.

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

The Borough of Berwick's Citizen Participation Plan encourages consultation with local homelessness organizations during the development of various CDBG planning efforts. These organizations include:

- Beyond Violence, Inc.
  - Provides shelter for women and children that are victims of domestic violence.
    - Located in the Borough of Berwick.
  
- Columbia/Montour Transitional Housing and Care Center
  - Provides emergency shelter and transitional housing.
  - Located at the Gatehouse facility in the Borough of Danville.
    - This is a nine-mile drive between Bloomsburg and Danville and a twenty-two-mile drive from Berwick to Danville.
  
- Eastern Pennsylvania Continuum of Care
  - HUD program designed to promote regionwide commitment to the goal of ending homelessness.
  
- The Women's Center, Inc.
  - Provides shelter for women and children that are victims of domestic violence.
  - Located in the Town of Bloomsburg.

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

The Borough of Berwick's FFY 2020 - 2024 Analysis of Impediments Fair Housing Study provides the following strategies to address this housing need:

- Assess the need to provide additional emergency or transitional shelter, rapid rehousing, and homelessness prevention services in the Borough and the region.
  - Key Partners: Continuum of Care, Community Strategies Group, SEDA-Council of Governments, The Borough of Berwick
  
- Submit a regional competitive ESG (Emergency Solutions Grant) application to DCED to fund the needs and solutions identified in the assessment.
  - Key Partners: Continuum of Care, SEDA-Council of Governments

**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**

The Borough of Berwick supports the efforts of local partner agencies to address the need for rapid rehousing.

CCHA's Homelessness Prevention and Rapid Re-Housing Program's aim is to provide financial assistance and services to minimize and prevent individuals and families from becoming homeless.

Beyond Violence in Berwick and the Women's Center of Columbia/Montour Counties in Bloomsburg both have counseling and programs to assist their clients with finding more permanent housing opportunities. The Women's Center of Columbia/Montour Counties holds

focus groups on this topic and other related topics such as healthcare, budgeting, and parenting. The Gatehouse also lists “securing affordable housing” as one of their shelter’s tenant goals for their residents.

**Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: 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); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.**

A variety of programs are established in Columbia County to help low-income individuals and families avoid becoming homeless. The Columbia County United Way and Berwick United Way, the Columbia County Family Center, Beyond Violence, and the Women’s Center of Columbia/Montour Counties offer some form of budgeting or financial literacy class. The goals of these classes are for clients to learn how to earn money, manage it, and potentially invest it, and/or donate it to organizations or causes to help others. Successful money management is a critical skill for clients to develop in order to find and maintain housing which is affordable to their budget.

Numerous programs are also available for individuals and families recently discharged from a publicly funded institution or system of care. CMSU has established a Mental Health/Substance Abuse Housing Plan as required by the Pennsylvania Department of Public Welfare’s Office of Mental Health and Substance Abuse Services (OMHSAS). This plan describes the status of and any modification to the county’s efforts to enable adults and transition age individuals with serious mental illness to live, work, learn, and participate fully in their communities.

The county also has an established reentry program known as the Justice House program for prisoners who have been released back into the community. For individuals about to be released from a medical institution, hospitals must have written discharge policies that include evaluation of a patient’s capacity for self-care and possibility of being cared for in “the environment from which he/she entered the hospital.” The actual discharge varies with the individual being discharged, their primary and behavioral health needs, and resources and supports available. While planners try to send individuals home or to family, sometimes they are referred to a nursing home, rehab hospital or as last resort, non-HUD funded shelter.

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

### **Introduction:**

Resulting from the Borough of Berwick's Analysis of Impediments (AI) FFY 2020 – 2024, barriers to affordable housing carried several topics which, by Borough action will be surmountable. While others are reliant on socio-economic and employment based factors.

Notable barriers, controllable by Borough action and Borough officials, each directly affecting resident livelihoods include zoning, ordinances, and codes enforcement. Taken separately these barriers may be surmountable and are within planned activities by the Borough during FFY 2023. Among primary ongoing issues has been that of zoning. Last updated in roughly 2010, well prior to current Borough Administration, the borough carries Residential (R-1, R-2, R-3) districts regulating housing stock, size and property maintenance. Housing setbacks, spacial distances mirror normal municipal expectations, having goals to maintain property values and upkeep within residential areas. Uniquely, current zoning allows placement of mobile homes, being considered single family homes, in acceptable lots within R-1 zoned areas.

Along with Residential zoning, Commercial (C-1, C-2, C-3) and Industrial (I-1, I-2) zones exist with borough boundaries. A majority of the borough has been identified as R-1 – Low Density, single family residential districts. However, interspersed throughout the borough R-2 – Medium Density and R-3 – High Density zones exist. Vacant parcels, scattered throughout the borough, currently labeled as R-1, may be recast as either R-2 or R-3, allowing and facilitating potential development, population growth and points of investment. Such specific locations exist in northwestern areas within the Borough, are currently vacated parcel tracts. Given the potential and need for a widened variety of housing options, designation of such pockets to R-2 zones would enable two-family and multi-family townhome type dwellings adding housing stock.

Current Borough ordinances of concern are recognized to limit definitions of family, familial size, disturbances and landlord obligations. Each has been identified within Borough planning, Council meetings and have been placed in development stage with Borough Solicitor. Action and adoption of ordinances and zoning (above) have been laid to planning stages as select properties within the borough have passed commercial sales, been surveyed, earmarking these select few to be tipping point for Borough wide rezoning and ordinance adoption in the coming federal fiscal year.

Of initial action, Borough officials have expressed both willingness and scheduled action to adopt definitions of disturbances. At current, disturbance ordinance language reflects a higher threshold, having harsher implications to residents; allowing two incidents per location per



individual. Potential adoption and language updates, with Fair Housing and AFFH would relate to spousal abuse and domestic violence ordinance language increasing incident responses from 2 to 3, having the same person/same occupant being involved or instigating Borough actions. Increasing such response, singularly by one, would afford protections, fear from reprisals and protection from eviction to protected classes within Fair Housing and AFFH. Further coordination of social service organizations (CCHSC, Agape, CMSU) will enhance such identifications and barriers as have been noted within the Berwick Analysis of Impediments (AI).

Secondly, definitions of family, familial size and relationships; as current under Borough Ordinances are outdated. Acknowledgement of this 10 year old untouched cycle, Berwick Administration readily plan on appropriate Fair Housing and AFFH readings. Ordinance readings, language updates and discussion often occur over the course of months, as dictated by municipal code. At current, definition of a family reads, *“one or more person related by blood, marriage or legal adoption or a group not in excess of four (4) persons occupying a dwelling unit and living together as a non-profit housekeeping unit.”* Limitations of such language discount foster children, extended family care needs, or to group home residents. Updated language and ordinance adoption will occur during FFY 2023.

During FFY 2023 language relevant to Landlord-Tenant Relationship Ordinance would identify issues of timeliness, responsibilities, maintenance, licensing, inspection each having foundations within affordable housing. Relationships within the ordinance, identified with the Analysis of Impediments, direct the development of relationships among concerned parties; specifically recognized as Code Enforcement, Social Service Agencies, Landlords and protected classes with Fair Housing, having a common goal to alleviate fear of reprisals and retaliation. Actions will further involve input and review from Council Solicitor, while also reflecting a months long timeline for adoption.

Current activity by codes staff has increased notably in recent years, developing both relationships and improved sustained living conditions and properties. Codes enforcement budget, time, engagement and maintenance of property are expected to yield early-stage corrective action and mitigation of spot blight circumstances. Borough Codes officers additionally will be distributing a SEDA-COG Fair Housing Activity: *“Welcome Back: Toolkit”* during normal lease/rental and permitting inspections. *“Welcome Back: Toolkit”* has been geared to provide background and history on Title VIII, as well as facilitating QR links to specific topics addressable within Fair Housing and protected classes.

Economically, Berwick Borough has rebounded from disastrous conditions of Covid-19. At peak, unemployment surpassed 17%; while currently mirroring that of Pennsylvania and

surrounding regions below 5%. Inflationary pressures within CPI and PPI place inordinate financial balancing acts on residents, as do fluctuating interest rates, directly affecting consumer spending, investment, home-ownership, long and short term investments. Such instability has limited mitigating controls by local municipal bodies. Affects of national and/or Commonwealth economic trends directly cause harm to resident base, limiting available cash flows required for property management, upkeep, or purchase. Mirroring, the Borough, commercial and industrial employment base, would similarly face decisions of growth, expansion, re-investment of plant, capital, equipment, and training. Limited control of macro economic forces, thus limit Borough investment, business investment and in trickle down resident investment.

**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**

Recommendations from Berwick Borough’s 2020-2024 Analysis of Impediments consultant, Hailstone Economic, lead to the development and updating of issues tabled during previous Borough Administrations. Recognition of affordable housing, housing stock, codes enforcement, zoning and ordinance revisions reflect initial steps in the corrective processes. Immediately following these recommendations, in the discussion section, are Berwick Borough’s planned actions.

1. Update of Borough Zoning (R, C, I) have languished approximately ten years
  - a. Rezoning of undeveloped parcels in northwest section of Borough, currently zoned as mixed R-1, R-2, R-3 to specifically R-3 Action during FFY 2023 will allow for population density increases, population growth, land use investment opportunities and potential promise for affordable housing entry starter housing points
    - i. Individual property investment will be dependent on the investor, credit, financial markets, financing, interest rates each of each remains uncontrollable to Borough officials.

2. Creation of an overlay district, moreso a zoning district connector, within I-1 districts, to reconnect and permit multi-family dwellings, townhouses and conversion apartments.
  - a. Created minimally twenty years ago, existing dwellings were grandfathered and or granted waivers in construction and building processes in areas prior to being identified as industrial I-1 or I – 2.
  - b. Creation of I-1 overlay would also be reflective of housing trends of loft living, industrial conversion and gentrification.
  - c. An overlay I-1 acknowledges current residences, while fostering investment and potential property investment opportunities.
  - d. Additional zoning updates, part of an overall Borough Re-Zoning package are planned during FFY 2023.
    - i. Several commercial properties have been surveyed and are in process of settlement allowing for comprehensive zoning action.
  
3. Adoption of Fair Housing and AFFH language within Borough ordinances to reflect updated definitions of family, familial size and extended family necessities
  - a. Integration and adoption of such ordinance language has been planned for FFY 2023 as included within an overall ordinance adoption package
  
4. Adoption of ordinance relevant to disruptive conduct, domestic disturbances, spousal abuse; increasing response calls from 2 occurrences to 3, at specific properties, from identical individuals establishing timeframes for measured intervals
  - a. Potential victims, under current language face retaliation, eviction, discrimination with little recourse or protective action.
  - b. Update ought to reflect language excluding victims of domestic violence
  - c. Adoption and update of Landlord-Tenant relationship Ordinance allowing Code Enforcement License revocation following three violations of same tenant, same location within a specific timeframe
  - d. Current ordinance, reflects language of twenty years past, would be deemed restrictive
  - e. Adoption to reflect Fair Housing guidelines within AFFH
  
5. Ordinance adoption of permitting dwelling units on 2<sup>nd</sup> floor above and within mixed use structures located within C-1, C-2 and C-3 districts.
  - a. Ordinance discussion has been ongoing FFY 2020 – 2023
  - b. Borough Council has considered motions, progressively, yet have been hesitant in consideration of parking, egress and volume of traffic
  - c. Consideration and discussion will be re-visited FFY 2023
  - d. Creation of a zoning district overlay and recognition for mixed use structures, labeled as C-3A requires solicitor investigation
  - e. Activity potentially would offer property investment, modernization while increasing population densities to Borough populations

## Discussion:

Hailstone Economics, included recommendations within the Berwick Borough Analysis of Impediments recognizing barriers to affordable housing being affected through public policy. Activities and actions anticipated by Berwick Borough during FFY 2023 include:

1. Re-zoning sections of Borough vacant or vacate land from R-1 to R-3. Borough Administration recognizes potential land use and development, having a willingness for investigation and action within a larger comprehensive zoning action.
  - a. Administration, staff and council will receive input from various boards and counsel leading to an umbrella zoning action
  - b. Attraction of potential investors, likely will be affected through macro economic conditions, largely beyond control of borough officials
  - c. Actions and updates to zoning will further incorporate zoning board, solicitor opinion and council action culminating sometime during FFY 2023
  
2. Mixed use occupancy for residential occupancy in C-1, C-2 and C-3 districts has had council discussion. Concerns and questions of permitting, licensing, parking, egress have lacked conclusion.
  - a. Continued council discussion and review of such re-zoning or zoning overlays will continue during FFY 2023
  - b. Macro and micro economic conditions and forces may facilitate investment incentives thus generating new housing locations, rebirth of commercial districts, increased tax and revenue base, triggered by increased population densities
  
3. Creating an I-1 Overlay District in the I-1 Zoning District aims at protecting existing dwelling units and fostering additional development of housing stock. Existing properties had been granted exclusions, prior to both zoning and current Borough Administration. Overlay districts proposed in 'R-1' recognition, but further provide scope of 'urban' development via gentrification, loft living or conversion habitats.
  - a. Borough council will begin reviews during an umbrella review of re-zoning borough-wide during FFY 2023.
  - b. Amendments and zoning overlay districts may be pursued given economic necessities
  - c. Incentivization for such modern trend dwelling units would foster numerous positive benefits for Borough officials
    - i. Housing stock increases
    - ii. Population density increase

- iii. Tax base growth
  - iv. Commercial shop-local profits
  - v. Employment base increases
  - vi. Mitigation of spot slum/blight locations
  - vii. Retention of population base (younger under 40 populations)
4. Berwick Borough Council has begun discussions of landlord ordinances, updating language and policies & procedures from its origination in 1972. Action likely to be concluded during FFY 2023.
  5. Berwick Borough will update its website, adding links to and for SEDA-COG Fair Housing Educational pages, Weatherization and Fair Housing during upcoming FFY 2023.
  6. Berwick Borough Codes staff will continue review of code enforcement, codes and permitting. Activities will include distribution of SEDA-COG Fair Housing Welcome Back:Toolkit, as means to disseminate information of Fair Housing practices, complaint processes, protected class topics, financial awareness, homeownership and biases.
  7. Berwick Borough, pending adoption of Landlord-Tenant Ordinance revision will outreach to out-of-town property owners both establishing relationships among regional social service organizations, landlord and tenants in order to improve housing stock, property values and living accommodations.
  8. Berwick Borough, in coordination with SEDA-COG and Columbia County Human Service Coalition (CCHSC) will share information to regional Centers for Independent Living regarding upcoming projects, program and outreach facilitating Fair Housing and AFFH initiatives.
  9. Collaborative outreach by Berwick Borough, CCHSC, SEDA-COG and CIL's will enable consistent communication of Fair Housing rules, regulations, and updates to protected classes within the borough.
  10. Berwick Codes staff will share "TOOLKIT" during CODES inspections processes providing customer / resident point of information and resolution within housing affordability.

11. Continued distribution and availability of the Fair Housing Activity FFY 2022 Utility Information flyer will continue providing points of action for consumers and resident facing budgetary crisis, cost of living and payment plans for utility services.

## **AP-85 Other Actions – 91.220(k)**

### **Introduction:**

The Borough of Berwick has developed the following actions which address the obstacles of meeting underserved needs, foster affordable housing, reduce lead-based paint hazards, reduce the number of families living in poverty, develop institutional structures, and enhancing coordination between public and private housing, and social service agencies.

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

Despite efforts made by the Borough of Berwick and social service providers, a number of significant obstacles remain to meet underserved needs. With funding resources being scarce, funding becomes the greatest obstacle for the Borough of Berwick to meet its underserved needs. Insufficient funding lessens the ability to fund many worthwhile public service programs, activities, and agencies. The Borough of Berwick, through its planning efforts, will use its limited resources to address its greatest needs and improve the quality of life for its residents. The following obstacles need to be overcome in order to meet underserved needs:

- Lack of decent, safe, sound, and affordable owner and renter housing
- High cost of rehabilitation work
- Aging-in-place population who need accessibility improvements
- The need for rehabilitation of the Borough of Berwick's aging housing stock
- Vacant and abandoned properties
- The unemployment rate and loss of household income, particularly as a result of the COVID-19 pandemic
- Low wages in the service and retail sector job market

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

#### **Housing Priority - (High Priority)**

There is a need to improve the quality of the housing stock in the Borough of Berwick, and to

increase the supply of affordable, decent, safe, sound, and accessible housing for homeowners, renters, and homebuyers.

- **HS-1: Fair Housing** – Support education, enforcement/reporting, and/or evaluation/study of Fair Housing rights and other housing related topics relevant to the public.
- **HS-2: Housing Stock** - Support efforts to create new units of affordable and/or accessible housing as well as maintain and improve the quality of older homes, including elimination of slum and blighting conditions.

**Assignment of Priority Discussion:**

**High Priority** - Activities are assigned a high priority if the Borough of Berwick will likely utilize CDBG funds to finance activities during the Five-Year Consolidated Plan period.

**Low Priority** - Activities are assigned a low priority if the activity may not be funded by the Borough of Berwick during the Five-Year Consolidated Plan period. The Borough of Berwick may support applications for other funding if those activities are consistent with the needs identified in the Five-Year Consolidated Plan.

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

For the CDBG and HOME Program rehab programs, all contracts entered after January 10, 2002, must comply with the Lead Based Paint Regulations dated September 15, 1999, for housing rehabilitation. These regulations include the requirement that all work performed on lead-containing surfaces must conform to lead-safe practices and be completed by workers who are either supervised by an EPA-certified abatement supervisor, or workers trained in lead-safe work practices. If abatement options are specified in the work writeup, then the contractor must hire an EPA-certified and state licensed abatement contractor and submit proof of the current state license.

The following requirements apply to federally funded housing rehabilitation:

Rehab where the costs range from \$1,000 to \$4,999:

- Provisions of the Protect Your Family from Lead in Your Home Pamphlet found at



[www.epa.gov/lead](http://www.epa.gov/lead)

- Paint testing
- Repair surfaces disturbed during rehabilitation
- Use lead safe work practices
- Clearance of the work site

Rehab where the costs range from \$5,000 to \$24,999:

- Provisions of the Protect Your Family from Lead in Your Home Pamphlet found at [www.epa.gov/lead](http://www.epa.gov/lead)
- Paint testing and risk assessment
- Interim controls
- Use lead safe work practices
- Clearance of the unit

Rehab where the work exceeds \$25,000:

- Provisions of the Protect Your Family from Lead in Your Home Pamphlet found at [www.epa.gov/lead](http://www.epa.gov/lead)
- Paint testing and risk assessment
- Abatement (interim controls on exterior surfaces not disturbed by rehab)
- Use lead safe work practices
- Clearance of the unit

Any housing rehabilitation projects undertaken by the Borough of Berwick, utilize DCED's Housing Rehabilitation Guidebook dated November 2020. This guidebook was specifically created for projects financed with CDBG and/or HOME funds. The actions listed above were

obtained from this literature.

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

Preservation of local jobs and businesses has been as important as ever for the Borough of Berwick, mitigating the increase in poverty-level families. In an effort to encourage a local economic recovery, economic empowerment of the Borough of Berwick's residents also needs to occur. These efforts ought to include but are not limited to Borough economic incentives, coordinated planning for commercial district growth and success, social media support of borough-based businesses, Council support of initiatives fostering community aesthetics and promotion of family values reflective of the close-knit community.

Additional economic development partnerships within the region would well include attraction of industrial / manufacturing base, marketing of the borough's location and proximity to major SMSA's and population hubs, emphasizing both work ethics and transportation links within the northeast megalopolis, enhancing new employment opportunities, supporting employee education and job training and business technical assistance efforts.

The resources and opportunities that the Borough of Berwick has for minimizing the number of families with incomes below the poverty line are limited. Since poverty is a function of income, its effect on housing opportunity and choice is apparent. Conversely, without adequate, stable housing, alleviating poverty is more difficult.

More direct efforts to alleviate poverty by combining case management, social services, job training, and housing assistance are more common through collaboration with the Columbia County Human Service Coalition. Additionally, the Columbia Montour Chamber of Commerce also has developed relevant programming to include:

1. Facilitation of regular discussions between employers and educators to improve the teaching of real workplace skills; and
2. Foundational skills for unemployed and underemployed individuals with the potential expansion to include people on parole and/or leaving prison; and
3. A partnership with Bloomsburg University to develop team leadership and basic management skills in existing employees.

Several structural barriers to poverty are addressed through different local policies. For example, the Borough of Berwick has adopted a Section 3 Action Plan which requires the employment of Section 3 persons in construction contracts when possible. Admittedly, contractors often already have the workforce necessary to complete a construction project.

The goals of the FFY 2021-2025 Consolidated Plan concerning economic development include:

**Community and Economic Development Priority - (High Priority)**

There is a need to improve the public and community facilities, infrastructure, employment, and the quality of life in the Borough of Berwick.

- **DV-1 Community Facilities** - Improve the parks, recreational centers, trails, bikeways, and public and community facilities through rehabilitation, new construction, and handicap accessibility improvements.
- **DV-2 Infrastructure** - Improve infrastructure through rehabilitation, reconstruction, and new construction of streets, sidewalks, ADA curb cut ramps, sewer, water, storm water management, flood protection, bridges, green infrastructure, etc.
- **DV-3 Employment** - Support and encourage job creation, job retention, and job training opportunities as well as entrepreneurship and small business development.

**Assignment of Priority Discussion:**

**High Priority** - Activities are assigned a high priority if the Borough of Berwick will likely utilize CDBG funds to finance activities during the Five-Year Consolidated Plan period.

**Low Priority** - Activities are assigned a low priority if the activity may not be funded by the Borough of Berwick during the Five-Year Consolidated Plan period. The Borough of Berwick may support applications for other funding if those activities are consistent with the needs identified

in the Five-Year Consolidated Plan.

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

The Borough of Berwick and SEDA-COG will coordinate activities amongst public and private agencies, and other organizations that serve the borough. Due to the relatively small population of the Borough of Berwick, many public and private agencies provide services on either a county or multi-county level. As a result of this administrative structure, the efforts to implement the strategies produced from this Five-Year Consolidated Plan will require greater cooperation across Columbia County.

In order to streamline efforts and promote greater local cooperation, the Borough of Berwick will continue to collaborate with the Columbia County Human Service Coalition. This will facilitate and coordinate the linkages between these public/private partnerships, develop new partnership opportunities, and ensure that the goals and objectives of the Five-Year Consolidated Plan will be addressed by more than one agency. Columbia County Human Services Coalition (CCHSC) meetings are held centrally to Columbia County on a monthly basis.

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

Establishment of a public transportation system is the greatest improvement that can occur to facilitate coordination between public and private housing and social service agencies.

At a planning level, the SEDA-COG MPO (Clinton, Columbia, Juniata, Mifflin, Montour, Northumberland, Snyder, Union counties from our service area) develops and approves a Coordinated Public Transit-Human Services Transportation Plan. This 2019 Plan covers a variety of goals, objectives, trends, and projects. It ensures that area transit operators can apply for and be eligible for funding programs.

The Greater Susquehanna Valley United Way, the United Way of Columbia and Montour County, the Greater Susquehanna Valley Chamber of Commerce, Transitions PA, River Valley Transit, rabbittransit, Bucknell University, and SEDA-COG have continued efforts to get a \$300,000 fixed route pilot program funded by the Pennsylvania Department of Transportation. At current, efforts have been tabled, although regional transit discussions have been periodically ongoing.

This fixed route pilot program would cover much of the Route 11 and Route 15 corridor throughout the Susquehanna Valley.

Unfortunately, this effort has run into a funding challenge as a result of the COVID-19 pandemic. Per consultation correspondence with Steve Herman of SEDA-COG's Transportation Department the Route 11 fixed route transit effort has been tabled for a multitude of factors (financial, political, restructuring by the primary interested transit operator, etc.). There's still interest among stakeholders in pursuing it, but there are no imminent detailed studies or pilot service.

The rabbittransit designated stop service is still available but has not gotten much traction. They have initiated a more convenient and successful microtransit Stop Hopper service that currently covers three zones, including a Danville to Bloomsburg zone. You can find more info about this Stop Hopper service here:

<https://www.rabbittransit.org/schedules/microtransit-stophopper/>

Bette Gray and Grey Medical Advocate, LLC was working on having Enterprise set up vanpools to help low-income individuals and others receive affordable and reliable transportation.

#### **Discussion:**

The Borough of Berwick will continue to observe the community and economic development challenges and opportunities that the residents of the community face. Although the Five-Year Consolidated Plan study effort has been completed, the baseline goals established toward improving the housing and community and economic development needs of the Borough of Berwick will be modified, as necessary.

Otherwise, this current Consolidated Plan will continue to serve as a guide for allocating CDBG funds over the next five years and to provide direction to stakeholder organizations to address the housing and community and economic development needs.

**Program Specific Requirements**

**AP-90 Program Specific Requirements – 91.220(I) (1,2,4)**

**Introduction:**

The Borough of Berwick receives an annual allocation of CDBG funds. Since the Borough of Berwick receives this Federal allocation, the questions below have been completed, as they are applicable. The Borough of Berwick will use 70.3% of FFY 2023 CDBG funds toward the benefit of low- and moderate-income individuals.

**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
2. The estimated percentage of CDBG funds that will be used for activities that benefit person 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	70.3%

persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	
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**Discussion:**

The Borough of Berwick is allocating 70.3% of the FFY 2023 annual allocation minus administration to LMI activities. The Borough of Berwick wishes to be evaluated over a three-year period (FFY 2022-2024) to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income.

**SIGNATURE PAGE**



**Appendix:**