

# Executive Summary

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

### 1. Introduction

The Borough of Sayreville is being allocated \$233,280. in Community Development Block Grant (CDBG) by the United States Department of Housing and Urban Development (HUD). The Borough of Sayreville CDBG Committee proposes the following projects for program year 2023 commencing on July 1, 2023:

1-ADA Bathroom Improvements - Kennedy Park

2-Grant Administration

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

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

The Borough of Sayreville's mission is to build a better community by implementing our Community Development Block Grant Program in response to the needs of our community, to improve public facilities that serve low and moderate neighborhoods, protect homeownership for our low and moderate income residents, and to seek cooperation with other community, state and federal organizations in the development of our initiatives.

The Borough's 2023 Annual Action Plan outlines the activities to be undertaken during this program year that will meet these goals, and continue the overall housing strategies set forth in the FY 2020-2024 Consolidated Plan

### 3. Evaluation of past performance

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

The Borough of Sayreville prepared a Consolidated Annual Performance and Evaluation Report (CAPER) for FY 2021 (July 1, 2021 to June 30, 2022). This CAPER was the second of the five year period and reported the FY 2021 accomplishments of the Borough's CDBG Program.

During the period from July 1, 2021 to June 30, 2022, the Borough received an allocation of CDBG funding totaling \$ 230,565.00 and \$61,901.19 in CDBG Program Income.

During the 2021 Program Year, the Borough expended a total of \$ 337,225.75 in CDBG funds from IDIS Activity 100 for the Senior Center Facility Improvements project. In addition, the Borough expended \$45,144.04 from IDIS Activities 101 and 102 for Grant Administration. The Township has made significant progress in meeting their goals for the 2021 Program Year and anticipates meeting their goals for Program Year 2022.

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

Summary from citizen participation section of plan.

The Borough has encouraged and invited citizens and organizations that serve the community to provide input throughout the planning process. The Citizen Participation Plan outlines its policies and procedures regarding public involvement, as required by 24 CFR Part 91.105. Federal regulations require entitlement communities to provide for citizen participation during the Consolidated Plan process. At a minimum, HUD requires that two public hearings be held.

In addition, the Borough's CDBG Committee consulted with Sayreville Business Administrator, CDBG Committee and Assistant Superintendent of the Department of Public Works

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

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

There were no comments on the 2023 Action Plan

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

N/A

#### **7. Summary**

The Borough of Sayreville CDBG committee's mission is to build a better community by implementing our program in response to the needs of the Community, to improve public facilities that serve low and moderate neighborhoods, protect homeownership and to seek cooperation with other community, state, local and federal entities in the development of our initiatives. The CDBG Committee seeks to maintain a vital community during a time increased demand on resources.

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

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

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

Agency Role	Name	Department/Agency
CDBG Administrator		CDBG Administrator

**Table 1 – Responsible Agencies**

**Narrative**

**Consolidated Plan Public Contact Information**

Gwendolyn Knight, CDBG Coordinator

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

### **1. Introduction**

The Borough of Sayreville seeks to coordinate efforts with every level of government, non-profit organizations, businesses and residents alike. A key element in the development of the plan is consultation and information sharing to identify underserved needs and find strategies to address them.

#### **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's Housing Specialist/CDBG Administrator works closely with public and assisted housing providers by providing funding opportunities through CDBG and the Borough's affordable housing funds. These funds are used in the creation of new affordable housing and/or for repairs or replacement systems to existing structures that provide housing for eligible persons and families. These efforts have proven to keep these housing units affordable in the operation of these housing units. Moreover, the Borough continues to supplement service providers with CDBG funds under the Public Service cap in order to keep programs available for the elderly, severely disabled, and very-, low-income persons.

The Borough of Sayreville also consulted with Department Supervisors, the Sayreville Office on Aging and the Sayreville Housing Authority in the development of the plan. These agencies provided valuable information on the needs of their facilities and their constituents.

#### **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.**

In New Jersey, the state requires that each county establish a Human Services Advisory Council (HSAC) to coordinate the provision of all human/social services in the county. The state further requires that a Comprehensive Emergency Assistance System (CEAS) subcommittee be established in each county, specifically to coordinate the provision of services and housing to the homeless.

The Continuum of Care is coordinated through Middlesex County and the Borough of Sayreville is part of that consortium.

#### **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 Borough of Sayreville does not currently receive ESG funding

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

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

1	<b>Agency/Group/Organization</b>	Sayreville Senior Citizen
	<b>Agency/Group/Organization Type</b>	Services-Elderly Persons
	<b>What section of the Plan was addressed by Consultation?</b>	Housing Need Assessment Public Housing Needs
	<b>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</b>	

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

Not applicable

**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	MIDDLESEX COUNTY	The Borough of Sayreville and Middlesex County coordinate efforts to identify and address undeserved needs

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

**Narrative**

The Internet is an essential communications and information platform that allows users to take advantage of the increased interconnectedness of business, education, commerce, and day to day utility. Locations without broadband access, especially in low-income areas, impede its population's ability to take advantage of the educational and entrepreneurial opportunities available online. The State of New Jersey is the most well-connected state in the US as more than 99% of New Jerseyans have access to a wired connection with speeds of 100 Mbps or faster, and 68.7% of the state's population has access to fiber-optic internet services, which is well over double the national average of 25% of Americans with access to fiber. Over 90% of all household in Sayreville have broadband internet subscriptions. The majority of residents are covered by Optimum for cable internet and Verizon for DSL connection. Businesses in the area follow a similar trend.

According to data from the FCC, almost all residential areas have at least 2 wired broadband providers. Competition drives prices down to compete with each other, with a monopoly there is no alternative offering the service and the market does not set the price, the provider does. The majority of residents in Sayreville are covered by Optimum and Verizon internet services. As such, it is safe to assume that there is no digital divide exist in the Township, therefore no broadband providers were consulted during the development of this CDBG Action Plan.

According to the 2015 Middlesex County Flood Mitigation Plan, actions to mitigate environmental hazards in the Township include:

- Elevate/acquire repetitive loss properties
- Reduce infiltration/inflow through sewer system
- Bring inlets and stormwater drainage along roadways into compliance
- Harden pump stations
- Provide backup power to critical facilities through transfer switches

The impacts from past flooding have not been especially severe compared to other municipalities in Middlesex County. That said, Sayreville is one of 13 municipalities that does have some risk from storm surge. Most recent claims were a result of Tropical Storm Irene (2011) and

Hurricane Sandy (2012). The Hazzard Mitigation Plan is already integrated into all phases of Township planning, development and government service. Therefore, there was no additional consultation during the development of this CDBG Action Plan.



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

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

The Borough of Sayreville will encourage the participation of residents in the process of developing and implementing the consolidated plan through the following:

#### **A. Access to Information**

Citizens, public agencies, and other interested parties shall have the opportunity to review and submit comments on the plans and reports prior to the submission to HUD.

#### **B. Publishing the Plan**

The Borough shall public a summary of the Consolidated Plan in the official newspaper of the municipality. The summary shall describe the contents and purpose of the Consolidated Plan and shall include a list of the locations where copies of the entire plan may be examined. The will be made available at the Borough of Sayreville Public Works office and the Borough Clerk's Office.

The Borough of Sayreville shall provide for at least two (2) public meetings per year to obtain citizen views. The public meetings shall be held at different stages of the program year. At least one public meeting will be held before the submission of the Plan

#### **C. Notice of Hearings**

The Borough of Sayreville shall provide that adequate advance notice shall be given to citizens for each hearing, with sufficient information published about the project subject of the hearing to permit informed public comment. The Borough shall advertise public notice in the official newspaper of the municipality prior to the hearing date.

D. Access to Meetings

The Borough shall provide reasonable and timely access to local meetings. It is the intention of the Borough to hold all public meetings at Sayreville Borough Hall, 167 Main St., Sayreville, NJ.

E. Comments

The Borough shall notify residents of availability of the plan, as adopted, any amendments and its performance report(s), as these documents are developed, to afford citizens a reasonable opportunity to examine their contents.

The Borough shall provide a period of not less than thirty (30)\* days to receive comments from citizens, or local units of government on the plan, and any amendments. The Borough of Sayreville shall provide a period of not less than fifteen (15) days to receive comments on annual performance reports.

**Citizen Participation Outreach**

<b>Sort Order</b>	<b>Mode of Outreach</b>	<b>Target of Outreach</b>	<b>Summary of response/attendance</b>	<b>Summary of comments received</b>	<b>Summary of comments not accepted and reasons</b>	<b>URL (if applicable)</b>
1	Newspaper Ad	Non-targeted/broad community	Ad will run in official newspaper of Sayreville Borough	N/A		

**Table 4 – Citizen Participation Outreach**

## Expected Resources

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

#### Introduction

The Borough of Sayreville anticipates receiving \$233,280 in Community Development Block Grant funds during program year 2023. CDBG funds will be committed for ADA Accessibility bathrooms in Kennedy Park.

#### Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	233,280	0	0	233,280	478,048	Continue Community Development Block Grant and satisfy needs outlined in plan and all funds are committed
Other	public - federal	Admin and Planning Public Improvements	0	0	0	0	0	

**Table 5 - 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**

The Borough of Sayreville will use the CDBG funds to leverage local funding necessary to complete the projects outlined in the plan. Sayreville will also seek additional grant opportunities from the State of New Jersey, if available.

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

N/A

**Discussion**

## Annual Goals and Objectives

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

#### Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Public Facility Improvements - Parks	2020	2024	Non-Housing Community Development	Borough Wide	Public Improvements - Parks	CDBG: \$220,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 3000 Persons Assisted
2	Grant Administration	2020	2024	grant administration	Borough Wide	Grant Administration	CDBG: \$13,280	Other: 1 Other

**Table 6 – Goals Summary**

#### Goal Descriptions

1	<b>Goal Name</b>	Public Facility Improvements - Parks
	<b>Goal Description</b>	ADA Improvements to Kennedy Park
2	<b>Goal Name</b>	Grant Administration
	<b>Goal Description</b>	Grant Administration



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

### Introduction

The Borough of Sayreville is being allocated \$233,280 by the United States Department of Housing and Urban Development (HUD). The Borough of Sayreville CDBG Committee proposes the following projects for program year 2023 commencing on July 1, 2023

#	Project Name
1	ADA Compliant Bathrooms Kennedy Park
2	Grant Administration

**Table 7 – Project Information**

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

In allocating CDBG funds, the Township endeavored to fund activities that were deemed to have the greatest benefit to residents in a timely, efficient manner. The aim was to provide benefits in coordination with other support structures so as to avoid redundancy.

The system for establishing the priority for the selection of these projects is predicated upon the following criteria:

- Meeting the statutory and regulatory requirements of the CDBG Program
- Meeting the needs of low- and moderate-income residents
- Focusing on low- and moderate-income areas or neighborhoods
- Coordination and leveraging of resources
- Response to expressed needs
- Sustainability and/or long-term impact, and
- The ability to demonstrate measurable progress and success.

**AP-38 Project Summary**  
**Project Summary Information**



<b>1</b>	<b>Project Name</b>	ADA Compliant Bathrooms Kennedy Park
	<b>Target Area</b>	Borough Wide
	<b>Goals Supported</b>	Public Facility Improvements - Parks
	<b>Needs Addressed</b>	Public Improvements - Parks
	<b>Funding</b>	CDBG: \$220,000
	<b>Description</b>	Make ADA accessible bathrooms in Kennedy Park
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	It is estimated 3,000 residents will benefit
	<b>Location Description</b>	Kennedy Park
	<b>Planned Activities</b>	Make ADA accessible bathrooms in Kennedy Park
<b>2</b>	<b>Project Name</b>	Grant Administration
	<b>Target Area</b>	Borough Wide
	<b>Goals Supported</b>	Grant Administration
	<b>Needs Addressed</b>	Grant Administration
	<b>Funding</b>	CDBG: \$13,280
	<b>Description</b>	Grant Administration
	<b>Target Date</b>	6/30/2024
	<b>Estimate the number and type of families that will benefit from the proposed activities</b>	Grant Administration
	<b>Location Description</b>	Grant Administration
	<b>Planned Activities</b>	

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

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

In Sayreville, there are no specific areas of the entitlement other than those areas of L/M income in identified in the 2020 census. The Borough distributes CDBG funding Borough wide to outside agencies and Borough departments that provide services to the low-income populations.

### **Geographic Distribution**

<b>Target Area</b>	<b>Percentage of Funds</b>
Senior Center	
Borough Wide	100

**Table 8 - Geographic Distribution**

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

The Borough will fund a project to remove ADA Accessibility at a Borough Park that is open to all residents.

The basis for allocating investments geographically within Sayreville correlates to the statues for the CDBG program that sets forth three basic goals that relate to HUD’s major commitments and priorities:

1. Provide decent housing by assisting homeless persons to obtain affordable housing; retaining affordable housing stock; increasing the availability of permanent housing that is affordable to low-income persons without discrimination; and increasing supportive housing that includes structural features and services to enable persons with special needs to live in dignity.
2. Provide a suitable living environment by improving the safety and livability of neighborhoods; increasing access to quality facilities and services; reducing the isolation of income groups within areas by de-concentrating housing opportunities and revitalizing deteriorating neighborhoods; restoring and preserving natural and physical features of special value for historic, architectural, or aesthetic reasons; and conserving energy resources.
3. Expand economic opportunities through the creation of jobs that are accessible to low-income persons; providing access to credit for community development that promotes long-term economic and social viability; and empowering low-income persons to achieve self-sufficiency in federally assisted and public housing.

The geographic distribution described above allows Sayreville to adhere to its funding allocation principals and abide by CDBG regulations, put the most resources where the greatest need is, utilize

resources in the most efficient and effective manner. The fact that all of the funds will be going toward activities with a Borough-wide benefit reflects the fact that eligible residents - both income- based and presumed benefit-based - are located throughout the Borough.

## **Discussion**

The Borough believes it has developed a plan that will efficiently deliver the most benefits to the most people.



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

### **Introduction**

The policies of the Borough of Sayreville encourage the provision and development of affordable housing in the community. The Borough of Sayreville does not maintain any policy that negatively impacts upon the availability of affordable housing or the incentive to develop, maintain or improve affordable housing.

### **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**

Sayreville has created a Housing Element and Fair Share Plan that elaborates the various ways the Borough will facilitate affordable housing in great detail, has zoned land for the development of multi-family housing, and has engaged an Administrative Agent to help facilitate the administration of their affordable housing programs.

### **Discussion**

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

### **Introduction**

The Borough of Sayreville Community Development Block Grant Committee takes a comprehensive approach to providing services to low- and moderate-income residents of the Borough of Sayreville. In order to effectively identify and serve need, the CDBG committee place a high priority on communication, coordination and cooperation with businesses, residents, other units of government and local service providers.

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

The Borough of Sayreville will continue its citizen participation efforts and consultation initiatives to identify and close the gap for underserved needs.

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

The Borough of Sayreville will continue to review and discuss the needs of the Housing Rehabilitation program in order to help address affordable housing and coordinate its efforts with the Sayreville Housing Authority

In addition, the Borough is dedicated to providing affordable housing to low- and moderate-income persons and families, currently, including special needs units. The Borough has an Affordable Housing Administrative Agent, which maintains an up-to-date listing of the affordable housing developments in the Borough where interested applicants can pre-apply and join waitlists for future available units.

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

The Borough proposes no changes to its existing lead-based paint hazard reduction programs. All homes that are qualified for assistance are tested before work begins and must have a clearance report filed as part of the contract close-out procedures.

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

The Borough will continue to refer residents to those agencies and departments that assist the neediest people and families during the 2023 program year. Middlesex County operates several programs that provides assistance in employment and training, economic development, and social services. Moreover, the Borough will also refer the homeless and near-homeless to its public housing authority, which

gives priority to the homeless on their waiting list and placement.

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

The Borough will continue to work with agencies and departments at all levels of government during the 2023 program year as well as with nonprofits and agencies that provide housing and/or services to low- and moderate- income populations.

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

During 2023, the Borough and the CDBG Coordinator will continue to meet with housing providers and social service providers to encourage the development of affordable housing and permanent supportive housing as well as providing services to those in need.

### **Discussion**

# Program Specific Requirements

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

### Introduction

In the implementation of programs and activities under the 2023 Annual Action Plan, the Township will follow all HUD regulations concerning the use of program income, forms of investment, overall low- and moderate-income benefit for the CDBG program.

### 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 persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%



## Discussion

