



City of Punta Gorda, Florida

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January 28, 2016

Ms. Ann D. Chavis, Director
Community Planning and Development Division
U. S. Department of Housing and Urban Development
Brickell Plaza Federal Building
909 SE First Avenue, Room 500
Miami, Florida 33131-3042

RE: Annual Community Assessment Response
Consolidated Annual Performance and Evaluation Report (CAPER)
2014 Program Year –
CDBG Program
City of Punta Gorda

Dear Ms. Chavis:

This letter is in response to your letter, dated January 19, 2016, received, via email, on Thursday, January 21, 2016, referencing the City's Consolidated Annual Performance and Evaluation (CAPER) for Program Year 2014. This letter provides the City's comments to you within thirty-days cited within the letter and also contains our response to the Areas of Concern.

Concern – Financial Summary

The IDIS CDBG Financial Summary Report for FY2014 (Part 1 Line item 01) shows zero "0" for the "unexpended" CDBG funds at the end of the 2013 program year. However, our records indicate that the City had an unexpended balance of \$4,262.28 as of the date of the reporting period. Please reconcile and make the necessary adjustments to the financial summary, and provide a copy to our Office once available.

Response – Financial Summary

The IDIS CDBG Financial Summary Report for FY2014 (Part 1 Line item 01) has been corrected.



Concern – Slow Moving Activities – <https://www.hudexchange.info/idis/idis-reporting/>

There is an open activity #2 from FY1994 as indicated in the IDIS PR02 with a balance of \$521.55 which needs to be closed. It's recommended that the City reprogram this balance to an eligible CDBG activity as soon as possible.

Response

These funds were addressed in the Annual Assessment for Program Year 2013. The funds were originally programmed as an "adjustment" and IDIS will not allow the funds to be re-programmed by the City.

Concern – Slow Moving Activities – <https://www.hudexchange.info/idis/idis-reporting/>

IDIS activity #95, from FY2012 Community Park, is showing on the CDBG Activities at Risk Dashboard as having continued for 33 months with no accomplishments. The City is advised to properly indicate the accomplishments in IDIS or be prepared to reimburse the CDBG account for the amount expended. Please advise this office within 30 days of whether or not reimbursement is required.

Response

This project was multi-year and completed in FY2014; accomplishments have been input into IDIS for years 2012, 2013, and 2014. The project has been closed in IDIS.

Concern – Classification of Activities

IDIA activity #95, Community Park, is classified as an LMC national objective activity. It appears on the basis of the activity that it should be classified as LMA. Please provide a response to this concern providing the basis for the LMC classification and, if appropriate, the data basis for the classification as an LMA activity.

Response

This error has been corrected in IDIS and activity #95 has been closed in IDIS.

Your letter and the City's response letter will be placed on the City's website. Thank you, as always, for your assistance to the City of Punta Gorda's Community Development Block Grant Program. Should you have any questions or require additional information, please contact me at 941-575-3372 or dhilston@pgorda.us.

Sincerely,



David Hilston, AICP
Urban Design Manager
City of Punta Gorda, Florida

Attachment(s)

cc: Lisa Bustamante, Program Manager, U. S. HUD
Dean Taylor, Senior CPD Representative
Cherry Cash Prewitt, Planner, City of Punta Gorda



Office of Community Planning and Development
 U.S. Department of Housing and Urban Development
 Integrated Disbursement and Information System
 PR26 - CDBG Financial Summary Report
 Program Year 2014
 PUNTA GORDA , FL

DATE: 01-21-16
 TIME: 15:13
 PAGE: 1

PART I: SUMMARY OF CDBG RESOURCES

01 UNEXPENDED CDBG FUNDS AT END OF PREVIOUS PROGRAM YEAR	4,262.28
02 ENTITLEMENT GRANT	75,011.00
03 SURPLUS URBAN RENEWAL	0.00
04 SECTION 108 GUARANTEED LOAN FUNDS	0.00
05 CURRENT YEAR PROGRAM INCOME	0.00
05a CURRENT YEAR SECTION 108 PROGRAM INCOME (FOR SI TYPE)	0.00
06 FUNDS RETURNED TO THE LINE-OF-CREDIT	0.00
06a FUNDS RETURNED TO THE LOCAL CDBG ACCOUNT	0.00
07 ADJUSTMENT TO COMPUTE TOTAL AVAILABLE	0.00
08 TOTAL AVAILABLE (SUM, LINES 01-07)	79,273.28

PART II: SUMMARY OF CDBG EXPENDITURES

09 DISBURSEMENTS OTHER THAN SECTION 108 REPAYMENTS AND PLANNING/ADMINISTRATION	80,026.22
10 ADJUSTMENT TO COMPUTE TOTAL AMOUNT SUBJECT TO LOW/MOD BENEFIT	0.00
11 AMOUNT SUBJECT TO LOW/MOD BENEFIT (LINE 09 + LINE 10)	80,026.22
12 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	6,218.99
13 DISBURSED IN IDIS FOR SECTION 108 REPAYMENTS	0.00
14 ADJUSTMENT TO COMPUTE TOTAL EXPENDITURES	0.00
15 TOTAL EXPENDITURES (SUM, LINES 11-14)	86,245.21
16 UNEXPENDED BALANCE (LINE 08 - LINE 15)	(6,971.93)

PART III: LOWMOD BENEFIT THIS REPORTING PERIOD

17 EXPENDED FOR LOW/MOD HOUSING IN SPECIAL AREAS	0.00
18 EXPENDED FOR LOW/MOD MULTI-UNIT HOUSING	0.00
19 DISBURSED FOR OTHER LOW/MOD ACTIVITIES	80,026.22
20 ADJUSTMENT TO COMPUTE TOTAL LOW/MOD CREDIT	0.00
21 TOTAL LOW/MOD CREDIT (SUM, LINES 17-20)	80,026.22
22 PERCENT LOW/MOD CREDIT (LINE 21/LINE 11)	100.00%

LOW/MOD BENEFIT FOR MULTI-YEAR CERTIFICATIONS

23 PROGRAM YEARS(PY) COVERED IN CERTIFICATION	PY: 2012 PY: 2013 PY: 2014
24 CUMULATIVE NET EXPENDITURES SUBJECT TO LOW/MOD BENEFIT CALCULATION	0.00
25 CUMULATIVE EXPENDITURES BENEFITING LOW/MOD PERSONS	0.00
26 PERCENT BENEFIT TO LOW/MOD PERSONS (LINE 25/LINE 24)	0.00%

PART IV: PUBLIC SERVICE (PS) CAP CALCULATIONS

27 DISBURSED IN IDIS FOR PUBLIC SERVICES	5,666.68
28 PS UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
29 PS UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
30 ADJUSTMENT TO COMPUTE TOTAL PS OBLIGATIONS	0.00
31 TOTAL PS OBLIGATIONS (LINE 27 + LINE 28 - LINE 29 + LINE 30)	5,666.68
32 ENTITLEMENT GRANT	75,011.00
33 PRIOR YEAR PROGRAM INCOME	0.00
34 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PS CAP	0.00
35 TOTAL SUBJECT TO PS CAP (SUM, LINES 32-34)	75,011.00
36 PERCENT FUNDS OBLIGATED FOR PS ACTIVITIES (LINE 31/LINE 35)	7.55%

PART V: PLANNING AND ADMINISTRATION (PA) CAP

37 DISBURSED IN IDIS FOR PLANNING/ADMINISTRATION	6,218.99
38 PA UNLIQUIDATED OBLIGATIONS AT END OF CURRENT PROGRAM YEAR	0.00
39 PA UNLIQUIDATED OBLIGATIONS AT END OF PREVIOUS PROGRAM YEAR	0.00
40 ADJUSTMENT TO COMPUTE TOTAL PA OBLIGATIONS	0.00
41 TOTAL PA OBLIGATIONS (LINE 37 + LINE 38 - LINE 39 +LINE 40)	6,218.99
42 ENTITLEMENT GRANT	75,011.00
43 CURRENT YEAR PROGRAM INCOME	0.00
44 ADJUSTMENT TO COMPUTE TOTAL SUBJECT TO PA CAP	0.00
45 TOTAL SUBJECT TO PA CAP (SUM, LINES 42-44)	75,011.00
46 PERCENT FUNDS OBLIGATED FOR PA ACTIVITIES (LINE 41/LINE 45)	8.29%



Program Year 2014

PUNTA GORDA, FL

LINE 17 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 17

Report returned no data.

LINE 18 DETAIL: ACTIVITIES TO CONSIDER IN DETERMINING THE AMOUNT TO ENTER ON LINE 18

Report returned no data.

LINE 19 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 19

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2012	2	95	5803788	COMMUNITY PARK - CDBG08	03E	LMC	\$772.50
2012	2	95	5815091	COMMUNITY PARK - CDBG08	03E	LMC	\$15,247.17
2012	2	95	5825156	COMMUNITY PARK - CDBG08	03E	LMC	\$3,667.21
2012	2	95	5827689	COMMUNITY PARK - CDBG08	03E	LMC	\$54,497.66
2012	2	95	5830688	COMMUNITY PARK - CDBG08	03E	LMC	\$175.00
					03E	Matrix Code	\$74,359.54
2013	3	102	5791277	SUMMER PROGRAM	05D	LMC	\$2,470.00
2014	2	104	5791282	NOCS After School Program	05D	LMC	\$1,666.68
2014	2	105	5815077	New Image Program	05D	LMC	\$1,530.00
					05D	Matrix Code	\$5,666.68
Total							\$80,026.22

LINE 27 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 27

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	3	102	5791277	SUMMER PROGRAM	05D	LMC	\$2,470.00
2014	2	104	5791282	NOCS After School Program	05D	LMC	\$1,666.68
2014	2	105	5815077	New Image Program	05D	LMC	\$1,530.00
					05D	Matrix Code	\$5,666.68
Total							\$5,666.68

LINE 37 DETAIL: ACTIVITIES INCLUDED IN THE COMPUTATION OF LINE 37

Plan Year	IDIS Project	IDIS Activity	Voucher Number	Activity Name	Matrix Code	National Objective	Drawn Amount
2013	1	97	5747680	Planning & Administration	20		\$40.53
2013	1	97	5747681	Planning & Administration	20		\$7.74
2013	1	97	5747682	Planning & Administration	20		\$6.55
2014	1	101	5773721	P & A	20		\$6.60
2014	1	101	5773725	P & A	20		\$128.00
2014	1	101	5791113	P & A	20		\$5.70
2014	1	101	5791116	P & A	20		\$5.34
2014	1	101	5791117	P & A	20		\$37.86
2014	1	101	5803751	P & A	20		\$82.00
2014	1	101	5825127	P & A	20		\$5,044.10
2014	1	101	5825128	P & A	20		\$93.57
2014	1	101	5830400	P & A	20		\$395.00
2014	1	101	5830401	P & A	20		\$366.00
					20	Matrix Code	\$6,218.99
Total							\$6,218.99



City of Punta Gorda, Florida

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July 8, 2015

Ms. Ann D. Chavis, Director
U. S. Department of Housing & Urban Development
Community Planning and Development Division
Region IV, Miami Field Office
Brickell Plaza Federal Building
909 SE First Avenue, Room 500
Miami, Florida 33131-3042

emailed 07/08/2015

original sent via U.S. Postal Service 07/08/2015

RE: Annual Community Assessment
Consolidated Annual Performance and Evaluation Response (CAPER)
2013 Program Year – CDBG

Dear Ms. Chavis:

This letter is in response to your letter received by the City on Monday, June 1, 2015, referencing the City's Consolidated Annual Performance and Evaluation (CAPER) for Program Year 2013. This letter provides the City's comments to you within thirty-days cited within the letter and also contains our response to the Areas of Concerns.

Concern – Slow Moving Activities

There is an open activity #2 from 1994 as indicated in the IDIS PR2 with a balance of \$521.55 which needs to be closed. It's recommended that the City reprogram this balance to an eligible CDBG activity as soon as possible.

Response – Slow Moving Activities

The City has attempted to reprogram these funds; however, because the funds were originally programmed as an adjustment and IDIS will not allow the funds to be reprogrammed.



Community Development Systems Integrated Disbursement & Information System (IDIS)



User: C99598
Role: Grantee
Organization:
PUNTA GORDA

- Logout

Activity

- Add
- Search
- Search HOME
- CDBG Cancellation

Project

- Add
- Search
- Copy

Consolidated Plans

- Add
- Copy
- Search

Annual Action Plans

- Add
- Copy
- Search

Consolidated Annual Performance Evaluation Report

- Add
- Search

Utilities

- Home
- Data Downloads
- Print Page
- Help

Links

- Contact Support
- Rules of Behavior
- CPD Home
- HUD Home

[Plans/Projects/Activities](#) [Funding/Drawdown](#) [Grant](#) [Grantee/PJ](#) [Admin](#) [Reports](#)

Activity

Search Activities

Search Criteria

Program:

All

IDIS Project ID:

Status:

All

Activity Name:

IDIS Activity ID:

Program Year:

2012

Grantee/PJ Activity ID:

Activity Owner:

PUNTA GORDA, FL

|

Results Page 1 of 1

Activity Name	Program Year/ Project ID	IDIS Activity ID	Grantee/PJ Activity ID	Status	Activity Owner	Action
BLANCHARD HOUSE MUSEUM - CDBG-09	2012/2	96	111-0000-559-3479	Completed	PUNTA GORDA, FL	View
COMMUNITY PARK - CDBG08	2012/2	95	111-0000-572-6332	Completed	PUNTA GORDA, FL	View
GOOD SAMARITAN	2012/1	94		Canceled	PUNTA GORDA, FL	View
COMMUNITY POLICING	2012/1	93		Completed	PUNTA GORDA, FL	View
PLANNING & ADMINISTRATION	2012/4	92		Completed	PUNTA GORDA, FL	View
ROAD SCHOLARS	2012/1	91		Completed	PUNTA GORDA, FL	View

This IDIS version was deployed on Fri Sep 11, 2015 at 21:34

Session Timeout

Community Development Systems
Integrated Disbursement & Information System (IDIS)



User: C99598
Role: Grantee
Organization: PUNTA GORDA
[Logout](#)

[Plans/Projects/Activities](#) [Funding/Drawdown](#) [Grant](#) [Grantee/PJ](#) [Admin](#) [Reports](#)

Activity

View CDBG Setup Detail (Page 1)

Activity
- Add
- Search
- Search HOME
- CDBG Cancellation

03F - Parks, Recreational Facilities

[Continue](#) | [Return to Activity](#)

Project
- Add
- Search
- Copy

* Indicates Required Field

Grantee/PJ Activity ID: 111-0000-572-6332
Activity Name: COMMUNITY PARK - CDBG08
Program Year/Project ID: 2012/2

Consolidated Plans
- Add
- Copy
- Search

IDIS Activity ID: 95
Activity Owner: PUNTA GORDA, FL
Project Title: COMMUNITY DEVELOPMENT - INFRASTRUCTURE IMPROVEMENTS

Annual Action Plans
- Add
- Copy
- Search

***National Objective:**
LMA - LOW/MOD AREA BENEFIT

Consolidated Annual Performance Evaluation Report
- Add
- Search

Proposed Accomplishments

***Accomplishment Type**
11 - Public Facilities

*Program Year	*Proposed Count
2012	300
2013	300
2014	300

Utilities
- Home
- Data Downloads
- Print Page
- Help

[Add Another Year](#)

Links
- [Contact Support](#)
- [Rules of Behavior](#)
- [CPD Home](#)
- [HUD Home](#)

Performance Goal

***Performance Objective:** (tip)
Create suitable living environments ▼

***Performance Outcome:** (tip)