

TOWN OF LIBERTY

239 S. Fayetteville Street | PO Box 1006 | Liberty, NC 27298

Office (336) 622-4276 | Fax (336) 622-2665

www.Liberty-NC.com

A G E N D A

Special Meeting of the Town Council

Public Hearing Closeout CDBG-Project no. 18-I-3032

Wastewater Collection System Improvements Project

Presented by Jesse Day, Piedmont Triad Regional Council

December 22, 2023 – 4:00 P. M.

1. **Call to Order of Public Hearing**
2. **Grant Contract Final Report**
3. **Closeout Performance Report**
4. **Scope and Budget Summary**
5. **Fair Housing Summary**
6. **Public Comments**
7. **Adjourn**

Grant Contract Final Report
Town of Liberty
CDBG-Project No. 18-I-3032
Wastewater Collection System Improvements Project

A. Narrative Summarizing Scope of Work Delivery

The Town of Liberty Wastewater Collection System Improvements Project was to replace or rehabilitate 15,900 LF of existing 8-inch VCP diameter sewer with new 8" diameter sewer lines or installation of Cured In Place Pipe (CIPP). In addition, approximately 72 brick manholes will be rehabilitated or replaced and 150 lateral replacements south and west of Swannanoa Avenue and west of South Fayetteville Street close to the heart of downtown.

All sewer lines proposed for replacement were around 49-55 years old or older, however documentation of age could not be found for all segments. The following streets are those affected and S. Murphy Street, S. Carter Street, W. Swannanoa Ave., W. Patterson Ave., W. Kime Ave., S. Kirkman St., W. Dameron Ave., W. Brower Ave., S. Carolina St., S. Fairview St., S. Foster St.

A total of 278 persons were to benefit from the proposed sewer system improvements, with a 2018 LMI of 84.17 % and a poverty level at 25.2%.

The project was delivered on schedule from a construction standpoint. The construction was completed in the spring of 2022, but due to the Town audit not being completed until January 2023, reimbursements for the construction and administration activity from CDBG has been delayed until Q1 of 2023 from Q2 of 2022. The Town requested two different time extensions in order to complete a Town audit. The Town's auditor left prior to completing the audit, causing issues with completion, but that is back on track.

There were 178 out of the 278 persons served that were non-white, with 234 low income individuals served by the project. The full project scope was completed and local funds were used for one housing connection.

B. Summary of Changes to the Scope of Work

There were no changes to the scope of work as defined in the project. The Town utilized \$6,000 to provide a connection to an ineligible household for the grant in Q1 of 2022. It is anticipated that \$1,893,153.85 in funds will have been requested prior to the January 31, 2023 date, reducing the overall budget by more than \$100,000.

C. Photos Documenting the Completion of the Project

The following photos are offered documenting the project. Since the project is underground, we default to the Engineer's Certificate of Completion and these pictures of the project progress and elements that have been completed. (See final report attachments for additional documentation)



Pictures during construction of the sewer line work summer 2021



Image of Post Post Rehabilitated Pipe using CIPP method Picture Date 9/10/2021



STRUCTURED
SOLUTIONS, LLC

Owner:	Liberty, NC	Structure ID:	401C
Prime Contractor:	Insituform	Rim to Invert Depth:	8.08'
Date(s) of Install:	1/4/2022	Product Installed:	Duraplate 6000
Date(s) of Testing:	2/16/2020	Testing Performed:	Holiday Testing (1 repair Required)



Example of completed Manhole rehabilitation before and after picture January 2022 (see attached report with other locations)

D. Engineer's Certificate of Completion

ENGINEER'S CERTIFICATION

I, David L. Honeycutt, as a duly registered Professional Engineer in the State of North Carolina, having been authorized to observe (periodically/weekly/full time) the construction of the project(s),

Project Name: Wastewater Collection System Improvements

Project Location: Liberty, NC

Project Number(s): CDBG-I 18-I-3032

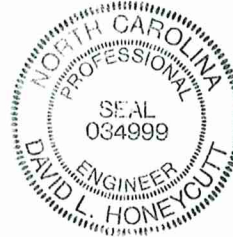
Project Owner: Town of Liberty

Project Description: The project consisted of rehabilitation and replacement of gravity sewer lines in the Town of Liberty, North Carolina. Gravity sewer construction includes replacement of 473 LF of 8" gravity sewer, 13,438 LF of CIPP lining in existing 8" sewer lines, manhole rehabilitation and replacement, replacement of 57 services and rehabilitation of 67 services, and related appurtenances.

hereby state that, to the best of my abilities, due care and diligence was used in the observation of the project construction such that the construction was observed to be built within substantial compliance and intent of the approved plans and specifications.

Signature *DLH* Registration No. 034999

Date 7/18/2022 P.E.Seal:



**Please note, if your project received a Division of Water Quality permit or Authorization to Construct, you should use the certification that was attached to your permit or ATC.

File Name: L:\Pinehurst\Projects\2018\18.04020 - Liberty CDBG-I\Construction\PayApps\Pay App 8-Final\Engineers Certification.doc
Rev Date . 03/22/2006

**NORTH CAROLINA DEPARTMENT OF ENVIRONMENTAL QUALITY
DIVISION OF WATER INFRASTRUCTURE
COMMUNITY DEVELOPMENT BLOCK GRANT - INFRASTRUCTURE PROGRAM**

CLOSEOUT PERFORMANCE REPORT

Cover Sheet

Grantee Name: Town of Liberty **Grant Number:** 18-I-3032

Grantee Address: 239 S. Fayetteville St. Liberty, NC 27298

1. Citizens' Written Comments. (Attach the following three items unless each item was previously submitted to DEQ, in which case they may be incorporated by reference.)

- a. A copy of each written citizen comment, which was received during the reporting period on the grantee's community development performance under this grant;
- b. The grantee's assessment of the comment; and
- c. A description of any action taken or to be taken in response to public comments as required in Citizen Participation Plan.

2. The grantee's authorized official representative must certify the following:

- a. To the best of his/her knowledge and belief, data in this report is true and correct;
- b. The records are being maintained and will be made available upon request; and
- c. In accordance with Section 101(c)(9) of the Housing and Community Development Act of 1974, the assistance made available under this CDBG grant is not substantially reducing, below the level of support prior to start-up of the CDBG grant reported here, the amount of local financial support for community development activities.

Mr. Filmore York
Typed Name of Chief Elected Official/Authorized Representative

Mayor
Title

Signature of Chief Elected Official/Authorized Representative

22-Dec-23
Date

Preparer Information

Name: Jesse Day, Planning Director

Address: 1398 Carrollton Crossing Drive Kernersville, NC 27284

Telephone Number: 336 904-0300

Email Address: jday@ptrc.org



DIVISION OF WATER INFRASTRUCTURE CDBG-I Closeout Forms

Grantee	Town of Liberty
Grantee Address	239 S. Fayetteville St. Liberty, NC 27298
Grant Number	18-I-3032
Project Name	Wastewater Collection System Improv.
Period	June 2019-March 2023
Authorized Representative	
Name	Mr. Filmore York
Title	Mayor
Preparer of Information	
Name	Jesse Day, Planning Director
Address	1398 Carrollton Crossing Drive Kernersville, NC 27284
Telephone Number	336 904-0300
Email Address	jday@ptrc.org
Property acquired with CDBG funds?	<input type="checkbox"/> Yes <input checked="" type="checkbox"/> No

Grantee	<u>Town of Liberty</u>	Activity Name	<u>Administration</u>	
Grant Number	<u>18-I-3032</u>	Project:	<u>Wastewater Collection System Improv.</u>	
Acct Number	<u>1060</u>			
Activity Code	<u>13</u>			
Budgeted	<u>\$200,000.00</u>	Expended	<u>\$189,309.73</u>	
			Proposed	
			Actual	
Linear Feet			<u>15,900</u>	<u>13,921</u>
Properties				
Units, Dwelling				
Households by percentage of HUD Median Family Income Levels				
Above Moderate Income Households > 80%				
Moderate Income Households 51-80%				
Low Income Households 30-50%				
Very Low Income Households <30%				
Total Households			<u>0</u>	<u>0</u>
Persons by percentage of HUD Median Family Income Levels				
Above Moderate Income Households > 80%			<u>44</u>	<u>44</u>
Moderate Income Households 51-80%			<u>76</u>	<u>76</u>
Low Income Households 30-50%			<u>158</u>	<u>158</u>
Very Low Income Households <30%				
Total Persons			<u>278</u>	<u>278</u>
Female Head of Household				
Hispanic				
American Indian or Alaska Native				
Asian				
Black or African American			<u>4</u>	<u>4</u>
Native Hawaiian or Other Pacific Islander				
White			<u>32</u>	<u>32</u>
American Indian or Alaska Native & White				
Asian & White				
Black or African American & White				
American Indian or Alaska Native & Black or African American				
Other Multi-Racial			<u>2</u>	<u>2</u>
Non-Hispanic				
American Indian or Alaska native			<u>1</u>	<u>1</u>
Asian				
Black or African American			<u>130</u>	<u>130</u>
Native Hawaiian or Other Pacific Islander				
White			<u>100</u>	<u>100</u>
American Indian or Alaska Native & White				
Asian & White				
Black or African American & White			<u>6</u>	<u>6</u>
American Indian or Alaska Native & Black or African American				
Other Multi-Racial			<u>3</u>	<u>3</u>

Grantee	<u>Town of Liberty</u>	Activity Name	<u>Sewer Improvements</u>
Grant Number	<u>18-I-3032</u>	Project:	<u>Wastewater Collection System Improv.</u>
Acct Number	<u>1030</u>		
Activity Code	<u>4B</u>		
Budgeted	<u>\$1,800,000.00</u>	Expended	<u>\$1,703,844.12</u>

	Proposed	Actual
Linear Feet	<u>15,900</u>	<u>13,921</u>
Properties		
Units, Dwelling		
Households by percentage of HUD Median Family Income Levels		
Above Moderate Income Households > 80%		
Moderate Income Households 51-80%		
Low Income Households 30-50%		
Very Low Income Households <30%		
Total Households	<u>0</u>	<u>0</u>
Persons by percentage of HUD Median Family Income Levels		
Above Moderate Income Households > 80%	<u>44</u>	<u>44</u>
Moderate Income Households 51-80%	<u>76</u>	<u>76</u>
Low Income Households 30-50%	<u>158</u>	<u>158</u>
Very Low Income Households <30%		
Total Persons	<u>278</u>	<u>278</u>
Female Head of Household		
Hispanic		
American Indian or Alaska Native		
Asian		
Black or African American	<u>4</u>	<u>4</u>
Native Hawaiian or Other Pacific Islander		
White	<u>32</u>	<u>32</u>
American Indian or Alaska Native & White		
Asian & White		
Black or African American & White		
American Indian or Alaska Native & Black or African American		
Other Multi-Racial	<u>2</u>	<u>2</u>
Non-Hispanic		
American Indian or Alaska native	<u>1</u>	<u>1</u>
Asian		
Black or African American	<u>130</u>	<u>130</u>
Native Hawaiian or Other Pacific Islander		
White	<u>100</u>	<u>100</u>
American Indian or Alaska Native & White		
Asian & White		
Black or African American & White	<u>6</u>	<u>6</u>
American Indian or Alaska Native & Black or African American		
Other Multi-Racial	<u>3</u>	<u>3</u>

Grantee	<u>Town of Liberty</u>	Activity Name	<u>Rehab. Private - Sewer Connections</u>
Grant Number	<u>18-I-3032</u>	Project:	<u>Wastewater Collection System Improv.</u>
Acct Number	<u>1042</u>		
Activity Code	<u>9A</u>		
Budgeted	<u>\$12,000.00</u>	Expended	<u>\$0.00</u>

	Proposed	Actual
Linear Feet		
Properties	<u>2</u>	<u>0</u>
Units, Dwelling		
Households by percentage of HUD Median Family Income Levels		
Above Moderate Income Households > 80%		
Moderate Income Households 51-80%		
Low Income Households 30-50%		
Very Low Income Households <30%		
Total Households	<u>0</u>	<u>0</u>
Persons by percentage of HUD Median Family Income Levels		
Above Moderate Income Households > 80%		
Moderate Income Households 51-80%		
Low Income Households 30-50%	<u>2</u>	
Very Low Income Households <30%		
Total Persons	<u>2</u>	<u>0</u>
Female Head of Household		
Hispanic		
American Indian or Alaska Native		
Asian		
Black or African American		
Native Hawaiian or Other Pacific Islander		
White		
American Indian or Alaska Native & White		
Asian & White		
Black or African American & White		
American Indian or Alaska Native & Black or African American		
Other Multi-Racial		
Non-Hispanic		
American Indian or Alaska native		
Asian		
Black or African American		
Native Hawaiian or Other Pacific Islander		
White		
American Indian or Alaska Native & White		
Asian & White		
Black or African American & White		
American Indian or Alaska Native & Black or African American		
Other Multi-Racial		

CERTIFICATE OF COMPLETION

1. Grantee: Town of Liberty
 3. Project Name: Wastewater Collection System Improv.

2. Grant Number: 18-I-3032

4. Final Statement of Costs				
Program Activity Categories (a)	To Be Completed by Recipient		Total Costs (Col. b + c) (d)	To Be Completed by DEQ/DWI
	Paid Costs (b)	Unpaid Costs (c)		Approved Total Costs (e)
	a. Acquisition			\$0.00
b. Public facilities and improvements				
(10) Other public facilities			\$0.00	0.00
(11) Sewer improvements	\$1,703,844.12		\$1,703,844.12	1703844.12
(12) Water improvements			\$0.00	0.00
c. Relocation assistance			\$0.00	0.00
d. Construction, rehab. and preservation activities				
(1) Rehabilitation of privately owned buildings - sewer	\$0.00		\$0.00	0.00
(2) Rehabilitation of privately owned buildings - water			\$0.00	0.00
e. Subtotal	\$1,703,844.12		\$1,703,844.12	1703844.12
f. Planning			\$0.00	0.00
g. Administration	\$189,309.73		\$189,309.73	189309.73
h. Total	\$1,893,153.85		\$1,893,153.85	1893153.85
i. Less: Program Income Applied to Program Costs			\$0.00	0.00
j. Equal: Grant Amount Applied to Program Costs	\$1,893,153.85		\$1,893,153.85	1893153.85

5. Computation of Grant Balance		
Description (a)	To Be Completed By Recipient	To Be Completed By DEQ/DWI
	Amount (b)	Approved Amount (c)
(1) Grant Amount Applied To Program Costs (From Line j)	\$1,893,153.85	\$1,893,153.85
(2) Estimated Amount For Unsettled Third - Party Claims		\$ -
(3) Subtotal	\$1,893,153.85	\$1,893,153.85
(4) Grant Amount Per Grant Agreement		\$ -
(5) Unutilized Grant To Be Canceled (Line 4 Minus Line 3)	\$ (1,893,153.85)	\$ (1,893,153.85)
(6) Grant Funds Received		\$ -
(7) Balance of Grant Payable (Line 3 Minus Line 6)*	\$1,893,153.85	\$1,893,153.85

* If Line 6 exceeds Line 3, enter the amount of the excess on Line 7 as a negative amount. This amount shall be repaid to DEQ by check, unless DEQ has previously approved use of these funds.

6. Program Income	
a) Amount of existing program income:	\$0.00
b) Amount of anticipated program income:	\$0.00
c) If program income exists or is anticipated, describe the proposed application(s):	

7. Unpaid Costs and Unsettled Third Party Claims

Are there any unpaid costs or unsettled third party claims against the recipient's grant? Type "yes" or "no."
 If yes, in the box below describe the circumstances and amounts involved.

no

8. Remarks (For DEQ/DWI Use Only)

Please note that all financial records, supporting documents and other records pertinent to the community development program must be retained for a minimum of three (3) years from the date of this letter.

This grant is closed pending receipt and approval of your final audit by the Department of Environmental Quality.

Town

City

County

9. Certification of Recipient

It is hereby certified that all activities undertaken by the Recipient with funds provided under the grant agreement identified on page 1 hereof, have, to the best of my knowledge, been carried out in accordance with the grant agreement; that proper provisions have been made by the Recipient for the payment of all unpaid costs and unsettled third party claims identified on page 1 hereof; that the State of North Carolina is under no obligation to make any further payment to the Recipient under the grant agreement in excess of the amount identified on Line 7 hereof; and that every other statement and amount set forth in this instrument is, to the best of my knowledge, true and correct as of this date.

<p>Date</p> <p><u>December 22, 2023</u></p>	<p>Typed Name and Title of Recipient's Authorized Representative</p> <p align="center"><u>Mr. Filmore York</u> (Name)</p> <p align="center"><u>0</u> (Title)</p>	<p>Signature of Recipient's Authorized Representative</p> <p align="center">✓ _____</p>
---	--	---

10. DEQ/DWI Approval

This Certification of Completion is hereby approved. Therefore, I authorize cancellation of the unutilized contract commitment and related funds reservation and obligation of \$ _____, less \$ _____ previously authorized for cancellation (from Section 5, line 5, page 1).

<p>Date</p> <p>_____</p>	<p>Typed Name and Title of DWI Authorized Representative</p> <p>Shadi Eskaf Director</p>	<p>Signature of DWI's Authorized Representative</p> <p align="center">✓ _____</p>
--------------------------	--	---

December 22, 2023

To: Liberty Town Council

From: Jesse Day, Regional Planning Director, PTRC

Re: Liberty CDBG-I Project Closeout Public Hearing; Project Number: CDBG-I 18-3032

The following information summarizes the initial scope and budget of the project as well as the number of linear feet of sewer completed and the number of people served. The following pages will be sent to NCDEQ as part of the grant closeout process.

Initial project scope and budget

- 15,900 feet of rehabilitated sewer line
- 2 rehabilitated private sewer connections
- \$1,800,000 in sewer improvements
- \$200,000 in administration

Any project amendments and change orders

The original date of contract expiration was to occur May 27, 2022 and the closeout of the grant was to occur July 29, 2022. Due to audit review delays for the Town of Liberty for multiple fiscal years, these dates were extended 5 times. The final contract expiration was moved to December 1, 2023 and the final closeout moved to December 29, 2023. There were two change orders to the grant during the grant period and the final report for work completed was accepted in early 2023. There was one amendment to the contract between the Town and NCDEQ related to administrative expenses.

Final project financials

The final project financials were as follows and compare actual vs. budgeted amount, amount of sewer rehabilitated and amount of sewer connections completed. Not all of the construction funding was spent and thus administration costs were also reduced. Additionally, \$12,000 was de-obligated for ineligible sewer connections due to income restrictions. The total de-obligated amount was \$118,846.15.

Activity	Budget Amount	Actual CDBG Funds Expended	Other Details
Sewer improvements	\$1,800,000	\$1,703,844.12	13,921 of 15,900 linear feet completed & 278 people impacted
Administration	\$200,000	\$189,309.73	13,921 of 15,900 linear feet & 278 people impacted
Sewer connections	\$12,000	\$0	0 of 2 connections

Final project accomplishments and performance

13,921 feet of sewer line was rehabilitated. No new sewer connections were completed with grant funds. The two households that were going to have sewer connections were not income eligible for the grant funds.

The benefits of the project on low and moderate income persons

There were 278 people that benefitted from the project. Of the 278 people, 234 were of low to moderate income based upon the initial survey of household income when the grant was submitted. More importantly, the improvements are helping to modernize an aging sewer system and allowing reliable wastewater service to several residents in Liberty.

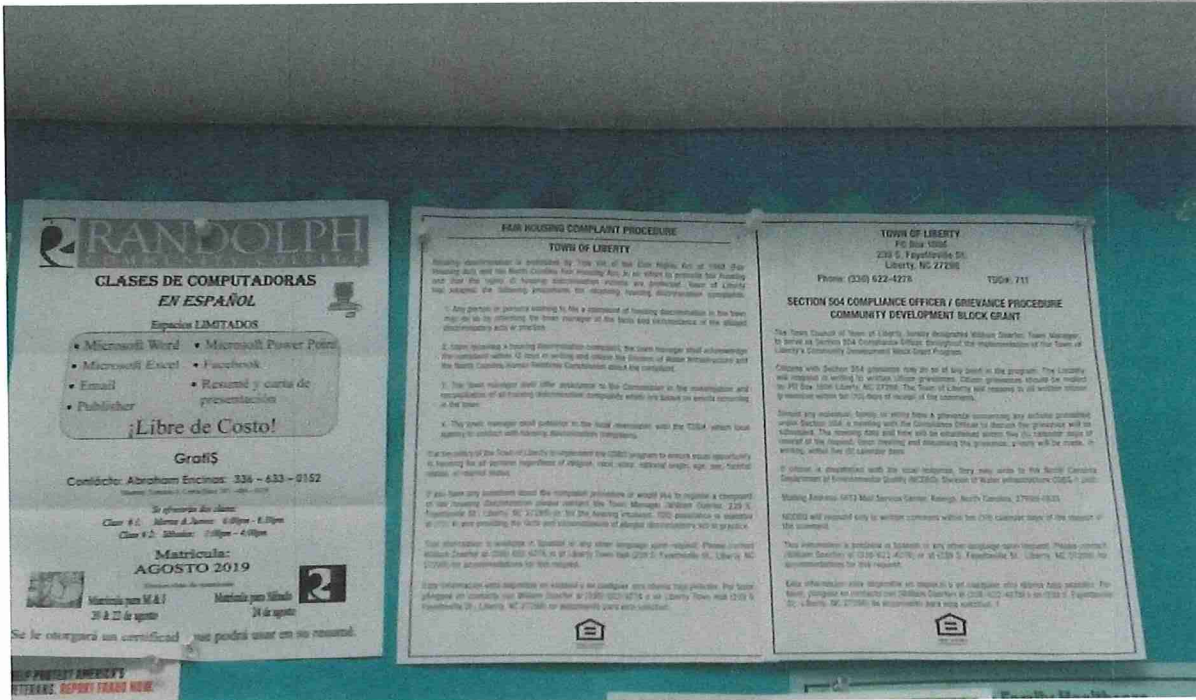
Grant Contract Final Report
Town of Liberty
CDBG-Project No. 18-I-3032
Wastewater Collection System Improvements Project

D. Fair Housing Summary

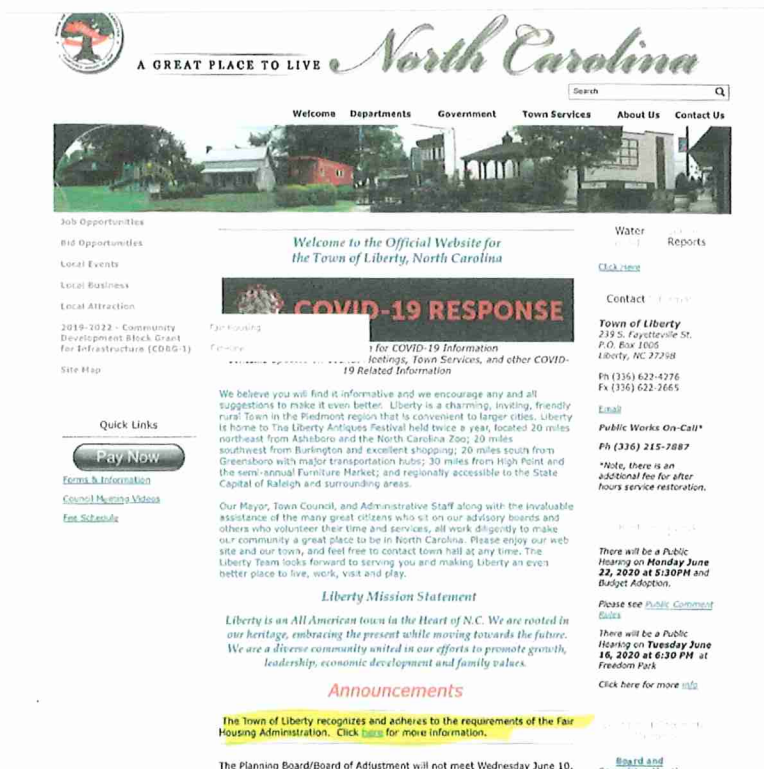
The fair housing plan was approved and adopted March 17, 2020 as part of the CDBG-I project. There were quarterly activities held to address fair housing issues that ranged from postings flyers at Town Hall about affordable housing issues and resources to detailed workshops to discuss activities beginning in Q3 of 2019. Some quarters in late 2020 and early 2021 varied from the work plan, but activities were completed. The in-person sessions began in Q1 of 2021 later than planned due to the COVID-19 impacts and reduction of in person gatherings due to the emergency order.

These presentations included information on housing vouchers, credit score information and education on different types of housing from single family to duplex to apartments. The content of the presentation covered the history of housing discrimination such as redlining and other activities now outlawed in policy and law. Additional activities included postings of fair housing information at the Randolph County public library, and different public facilities such as the Post Office. These postings stayed up for the duration of the grant.

Below are examples of the activities that were conducted to raise the level of understanding in the Town of Liberty regarding fair housing practices.



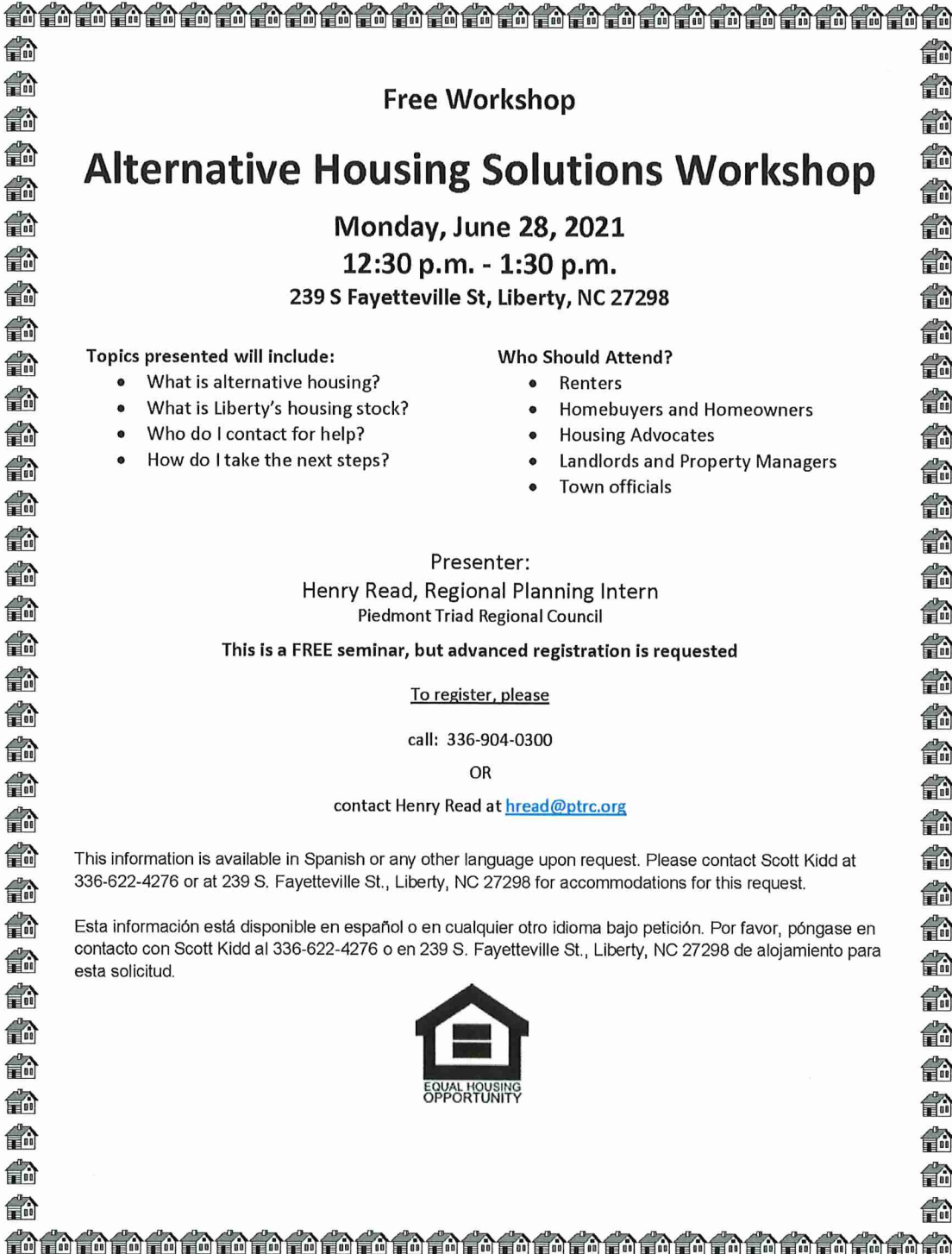
Posting of Section 504 Compliance Procedure at Library Q3 2019



Screenshot of Fair Housing Activity Posted on the Town Website in Q2 of 2020



Fair Housing Flyer posted in Liberty Town Hall Q4 2020



Free Workshop

Alternative Housing Solutions Workshop

Monday, June 28, 2021

12:30 p.m. - 1:30 p.m.

239 S Fayetteville St, Liberty, NC 27298

Topics presented will include:

- What is alternative housing?
- What is Liberty's housing stock?
- Who do I contact for help?
- How do I take the next steps?

Who Should Attend?

- Renters
- Homebuyers and Homeowners
- Housing Advocates
- Landlords and Property Managers
- Town officials

Presenter:

**Henry Read, Regional Planning Intern
Piedmont Triad Regional Council**

This is a FREE seminar, but advanced registration is requested

To register, please

call: 336-904-0300

OR

contact Henry Read at hread@ptrc.org

This information is available in Spanish or any other language upon request. Please contact Scott Kidd at 336-622-4276 or at 239 S. Fayetteville St., Liberty, NC 27298 for accommodations for this request.

Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con Scott Kidd al 336-622-4276 o en 239 S. Fayetteville St., Liberty, NC 27298 de alojamiento para esta solicitud.



Randolph County Check Out Session!

Check out what our County's human rights providers are doing for equity in Randolph and Liberty!

- If you or someone you know is struggling with attainable housing as a result of their income level, **check out** Asheboro Housing Authority's Section (8) Housing's services: <https://affordablehousingonline.com/housing-authority/North-Carolina/Asheboro-Housing-Authority/NCo81>. Asheboro Housing Authority's Section (8) Housing services provides rental assistance to low income individuals and families in the private rental market through the Housing Assistance Payments Program. Applications will be accepted on a rolling basis here: <https://asheboro.housingmanager.com/>
- If you or someone you know is struggling with subjects such as food, clothing, and emergency assistance, then **check out** Liberty Association of Churches Emergency Assistance Program. You can call (336) 622-8312 or visit 329 B W. Bowman Avenue, Liberty, NC 27298.
- Finally, if you or your someone you know is interested in creating strong, sustainable, inclusive communities and quality affordable homes for all, then **check out** the U.S. Department of Housing and Urban Development's (HUD's) webpage: <https://www.hud.gov/>.



This information is available in Spanish or any other language upon request. Please contact Scott Kidd at 336-622-4276 or at 239 S. Fayetteville St., Liberty, NC 27298 for accommodations for this request.

Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con Scott Kidd al 336-622-4276 o en 239 S. Fayetteville St., Liberty, NC 27298 de alojamiento para esta solicitud.

Posting on Fair Housing at Town Library Q3 of 2021

MARCH 8TH, 6PM
LIBERTY TOWN HALL
239 S FAYETTEVILLE ST, LIBERTY, NC 27289

FREE SECTION 8 HOUSING WORKSHOP

WHO SHOULD ATTEND

- *Renters*
- *Landlords and property managers*
- *Housing advocates*
- *Public and Elected Officials*

TOPICS INCLUDE

- *Overview of affordable housing in Liberty*
- *The importance of affordable housing*
- *Eligibility for vouchers*
- *Roles of residents, landlords, and PHAs*
- *How public officials can support*

REGISTRATION

Registration is recommended but not required

- *Call 336-904-0300*
- *Email asheetz@ptrc.org*



This information is available in Spanish or any other language upon request. Please contact Scott Kidd at 336-622-4276 or at 239 S. Fayetteville St., Liberty, NC 27298 for accommodations for this request.

Esta información está disponible en español o en cualquier otro idioma bajo petición. Por favor, póngase en contacto con Scott Kidd al 336-622-4276 o en 239 S. Fayetteville St., Liberty, NC 27298 de alojamiento para esta solicitud.

Presentation of Section 8 Housing Workshop Flyer Q1 of 2022