



**U.S. Department of Housing and Urban Development**

Minneapolis Field Office  
212 Third Avenue South, Suite 150  
Minneapolis, Minnesota 55401

October 19, 2021

Karl Batalden, Community Development Coordinator  
City of Woodbury  
8301 Valley Creek Road  
Woodbury, MN 55125

Dear Mr. Batalden:

**SUBJECT:** End-of-Year Review  
Program Year 2020  
City of Woodbury

HUD is required to conduct an annual review of performance by grant recipients. This is to report to you the results of our review. Additionally, the Secretary must determine that the grant recipient is in compliance with the statutes and has the continuing capacity to implement and administer the programs for which assistance is received.

### **Report**

This review is based upon the information we received concerning Woodbury's 2020 program year of July 1, 2020 through June 30, 2021. We congratulate you on your accomplishments during this past year on the achievement of Departmental Objectives. Enclosed is a report showing Woodbury's use of Community Development Block Grant (CDBG) funds during this reporting period. Some specific accomplishments during the year included:

- Completed repair construction project for 23 CDBG-assisted units via the Cobble Hill (senior building) affordable rental housing activity
- Provided emergency rental assistance to five income-qualified households via Community Action Partnership of Ramsey and Washington Counties, using CDBG-CV funds
- Completed Ojibway Park Play Equipment Replacement project, replacing dilapidated play equipment in a low- and moderate-income area
- Began Menomoni Play Equipment Replacement project, rehabilitating aging and dilapidated play equipment in a low- and moderate-income area
- Spent one hundred percent of funds on programs serving low and moderate-income persons
- Complied with Public Service and Planning and Administration expenditure limits
- Expended funds in a timely manner

### **Background Information**

HUD's Office of Community Planning and Development has sought to establish partnerships with State and local governments. The focus of our partnership has been to work with communities to ensure that our joint efforts result in housing and community development programs and policies that benefit and serve low- and moderate-income persons. These efforts occur within the framework of the

statutes we administer and the regulations and policies that are designed to improve program performance.

The provisions of the Housing and Community Development Act of 1974, as amended, and the National Affordable Housing Act of 1990, require the annual submission of performance reports by grant recipients receiving federal assistance through programs covered under these Acts. Additionally, these Acts require that a determination be made by the Secretary, that the grant recipient is in compliance with the statutes and has the continuing capacity to implement and administer the programs for which assistance is received.

With the implementation of the Consolidated Planning Regulations of January 5, 1995, the Department began making comprehensive performance reviews of grantee's overall progress at least annually, as required by the statutes and section 91.525 of the regulations. The review consists of analyzing the consolidated planning process; reviewing management of funds; determining the progress made in carrying out policies and programs; determining the compliance of funded activities with statutory and regulatory requirements; determining the accuracy of required performance reports; as well as evaluating accomplishments in meeting key Departmental objectives.

This assessment not only meets the mandates of the statutes, but it also provides a basis for working together collaboratively to help grantees achieve housing and community development goals. One critical outcome of this collaboration should be the development of a more comprehensive, effective, and concise Consolidated Plan and improved performance in achieving specific goals that correspond to the activities outlined in your forthcoming Action Plan.

### **Public Access**

This Report must be made readily available to the public within 30 days of receipt of your comments. There are several ways the report can be made available to the public. You can assist us in this regard by sharing HUD's report with the media; with members of your advisory committee; or with those who attended hearings or meetings, placing it on your website or distributing it through a Listserv. HUD will make this information available to the public upon request and may provide copies of future reports to interested citizens and groups.

### **Conclusion**

As a result of our analysis, we have determined that your overall progress is satisfactory and that the City of Woodbury has the continuing capacity to implement these programs.

If there are any questions, please do not hesitate to contact Erin McGillivray, CPD Representative, by phone at (612) 370-3281 or by email at [erin.mcgillivray@hud.gov](mailto:erin.mcgillivray@hud.gov).

Sincerely,



Marcia A. Kolb, Director  
Office of Community Planning and Development

Cc: Honorable Anne Burt, Mayor