

To: Community Development Commission
From: Randy Cole
Date: 9/13/2013
Subject: 9/18/2013 CDC Agenda Item Summary Memo

Overview

The purpose of this memo is to provide a brief summary of 9/18/2013 CDC meeting agenda items and provide a brief staff update on each of the agenda items requiring explanation.

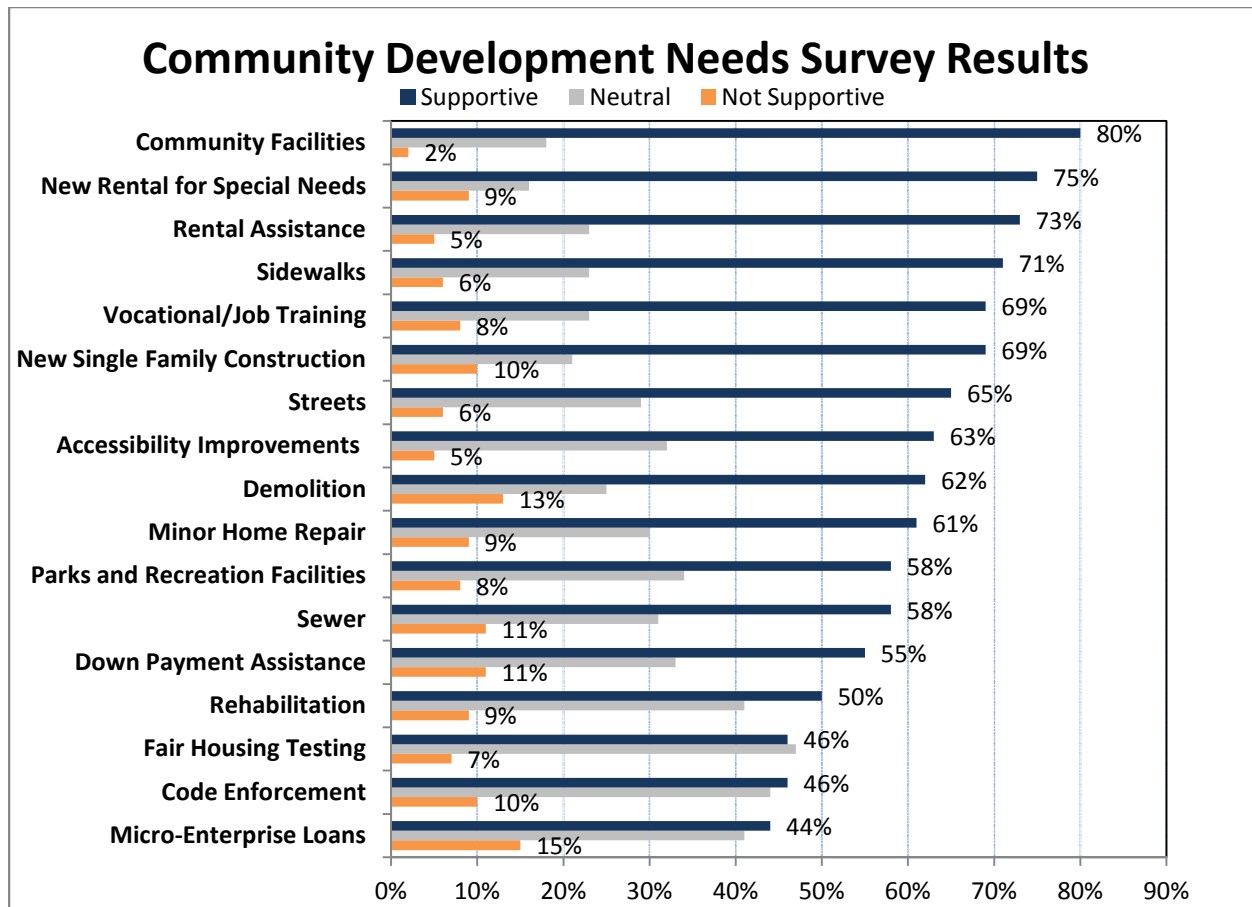
Agenda Item IV. Review of FY2013 Action Plan Amendment Allocating CDBG Program Income

City staff is proposing City Council approve an amendment to the FY2013 Action Plan at a public hearing on Monday, September 16, 2013, 7pm, City Hall. HUD guidelines require cities have no more than 1.5 x their current allocation of CDBG funds on hand by November 1, 2013. The City has been on track to meet this expenditure deadline; however, the City has received a significant increase in the amount of CDBG program income funds this past quarter, which impacts our compliance threshold.

The City has historically averaged approximately \$35,000 per year in CDBG program income. City CDBG program income comes mainly from CDBG loan pay-offs as properties are sold, and through loan repayment. So far in 2013, the City has received approximately \$140,000 in program income, or about 4 times the normal amount with several months to go in the year. This extra program income has come from an unexpected facility payoff of \$45,000 and several additional homes that sold with CDBG rehab loan payoffs associated with the properties. Program income has historically been utilized to fund additional owner occupied rehabilitation projects.

The additional program income impacts the City's expenditure threshold; these funds must not only be committed to a project, but must also be expended and drawn down from HUD. This means the City needs to find a current project for which the environmental review has been completed and significant work can be completed and billed by the November 1st deadline. Staff identified the Downtown Sidewalk and Ramp project, currently in progress, as the only current CDBG project that fits these narrow criteria. The Downtown Sidewalk project at 7th and Broadway is currently funded with \$179,000 CDBG funds and approximately \$150,000 in City general revenue.

Staff has submitted an amendment to the FY2013 Annual Action Plan that allocates \$108,035 of the CDBG program income towards the Downtown Sidewalk project at 7th and Broadway. Approval of this amendment will ensure timely expenditure of CDBG funds required to meet the November 1, 2013 deadline, as well as free up City general revenue funds to partner with additional CDBG sidewalk projects. The most recent Community Needs Survey demonstrates strong public support of CDBG sidewalk projects as seen on the following figure:



Agenda Item V. Review of FY2013 Community Housing Development Organization (CHDO) RFP

\$69,450 in FY2013 CHDO funding is available for local CHDOs. HUD requires a minimum of 15% of the City's HOME funds to be reserved specifically for CHDOs. \$69,450 in CHDO funds were set aside as a part of the FY2013 budget process. The City historically releases its CHDO RFP after HUD releases the actual budget allocations.

City staff has drafted a CHDO RFP, included in this packet. This RFP maintains some Universal Design (UD) requirements that were included in the 413 W. Ash project, and encourages CHDOs to include additional energy efficiencies in their proposals. Staff recommends maintaining many of these additional features as recommended and not required, to balance CHDO capacity and project costs, while rewarding CHDO's that include additional UD and energy efficiency features.

Staff has also included a scoring sheet for CHDO funds as an additional tool in the Commission's decision making process. CHDO proposals will be reviewed and approved by the CDC at its November 13, 2013 meeting.

Agenda Item VI. 2015-2019 Consolidated Plan Overview and Review/Approval of Citizen Participation Plan

The City is beginning planning for the formulation of its 2015-2019 Consolidated Plan. The Consolidated Plan is a 5-year plan required by HUD that assists cities in assessing community development needs and establishing funding priorities for 2015-2019. So far, Community Development Department (CDD) has formed a technical staff team to help guide the process. The team consists of 12 members from the CDD, Public Works, Division of Human Services, Parks and Recreation, GIS, REDI, Law Department and the Columbia Housing Authority. The team will be meeting monthly over the next year to help guide the consolidated planning process.

The staff team has met once and is proposing utilizing several focus groups and public meetings to assist in obtaining public input. The group is proposing the utilization of a 3rd party for the facilitation of the focus groups and public meetings. Staff has met with a consultant and expects to receive a bid by September 26, 2013. The different focus groups and public meetings are as follows:

1. **Analysis of Impediments to Fair Housing:** Obtain input identifying impediments and barriers to fair housing. (fair lending, discrimination, tenant rights, accessibility)

Target Group Attendees: Service for Independent Living, Universal Design Coalition, minority and disabled community members, Mid-Missouri Legal Services, Human Rights Commission, MU Law School, BCCA, lenders, realtors, landlords

2. **Consolidated Plan Neighborhood Congress:** Educate the public on consolidated plan process, HUD funding and obtain input on City of Columbia community development needs.

Target Group Attendees: general public, neighborhood organizations, community leaders, local service providers

3. **Affordable Housing:** Educate stakeholders on City of Columbia affordable housing needs and obtain input from service providers, housing providers and the general public on affordable housing needs (new construction, rehabilitation, single family, multifamily, homebuyer assistance, tenant based rental assistance)

Target Group Attendees: general public, housing providers, developers, lenders, realtors, community leaders, Community Housing Development Organizations (CHDOs)

4. **Community Housing Development Organizations (CHDO's):** Educate CHDO's on HUD requirements, obtain input on maximizing CHDO effectiveness and gain input on how to most effectively utilize HOME CHDO funding (new construction, rehabilitation, single family, multifamily, homebuyer assistance)

Target Group Attendees: Community Housing Development Organizations (CHDOs)

5. **Community Facilities:** Obtain input from service providers regarding community facility needs (renovations, expansion, and new construction of non-profit facilities).

Target Group Attendees: Local non-profit service providers with facility needs.

6. **Economic Development:** Educate the public, business leaders and key stakeholders on eligible economic development uses of CDBG and requirements. Gain input from public, business leaders and key stakeholders on economic development needs (job training, microloans, and commercial/industrial dev.).

Target Group Attendees: local non-profit service providers, business leaders, community leaders, general public

7. **Neighborhood Needs:** Educate the public, and neighborhood groups/organizations on past uses of CDBG for public improvements and eligible uses. Obtain input on neighborhood and public improvement needs (streets, sewers, sidewalks, roads, parks, demolition and housing rehabilitation).

Target Group Attendees: neighborhood organizations, general public

8. **Homelessness:** Educate and obtain input from the public and service providers regarding homelessness needs.

Target Group Attendees: local service providers, Basic Needs Coalition members, homeless community members

Staff proposes that these meetings, a public survey, data analysis and staff analysis guide identifying needs and priorities to recommend to the CDC for approval. The Citizen Participation Plan (CPP) identifies 5 CDC public hearings where the Commission can review focus group feedback, staff analysis, hear additional public comment, and approve recommended priority needs for various eligible funding categories. Staff recommends each CDC member review the attached CPP and review pages 4-6 in detail, since this section identifies all of the proposed focus group meetings and public meetings. Staff requests the Commission recommend the City Council approve the attached 2015-2019 Consolidated Plan Citizen Participation Plan. Staff will be seeking City Council approval of the CPP at a public hearing on November 4, 2013.