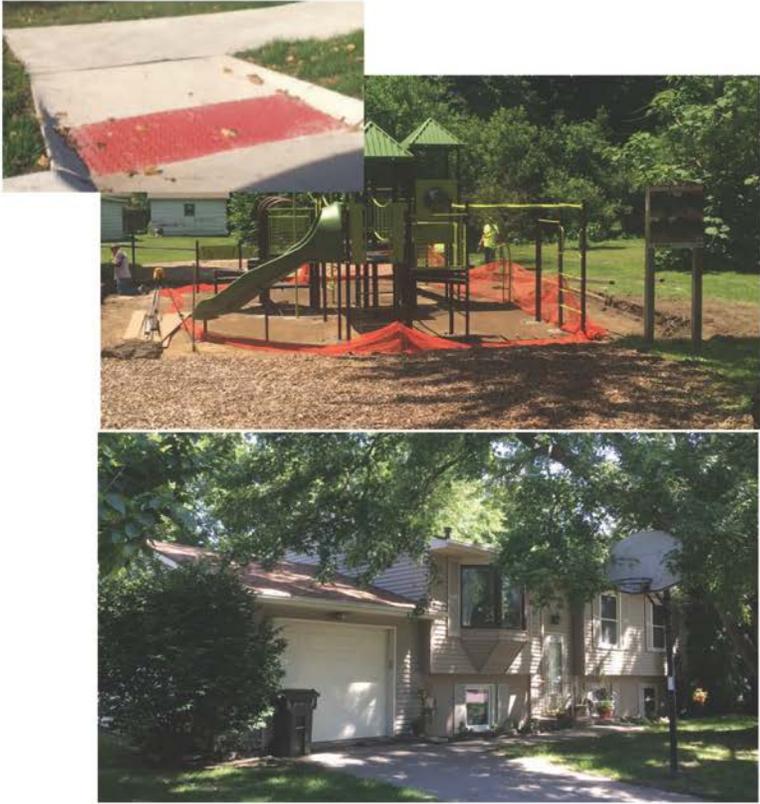

Iowa City

>> FY18 ANNUAL ACTION PLAN

Neighborhood and Development Services

CDBG - Community Development Block Grant

HOME - HOME Investment Partnerships Funds



CITY OF IOWA CITY

Neighborhood Services

410 E. Washington St.
Iowa City, IA 52240
Phone: 319.356.5230
www.icgov.org/commdev

May 2017

Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

Objectives & Outcomes

The Annual Plan articulates funding decisions for the next year of Community Development Block Grant and HOME Investment Partnerships Program funds according to the long-term goals established in CITY STEPS, the city's 2016-2020 Consolidated Plan. The CP was guided by three overarching goals that are applied according to community needs. These goals are:

- To provide decent housing by preserving the affordable housing stock, increasing the availability of affordable housing, reducing discriminatory barriers, increasing the supply of supportive housing for those with special needs and transitioning homeless persons and families into housing.
- To provide a suitable living environment through safer, more livable neighborhoods, greater integration of low and moderate income residents throughout the city, increased housing opportunities and reinvestment in deteriorating neighborhoods.
- To expand economic opportunities through more jobs paying self-sufficient wages, homeownership opportunities, development activities that promote long-term community viability and the empowerment of low- and moderate-income persons to achieve self-sufficiency.

Focus of the Plan

As required by the federal government, the identification of needs and the adoption of strategies to address those needs must focus primarily on low- and moderate-income (LMI) individuals and households. The Consolidated Plan must also address the needs of persons with "special needs" such as the elderly, persons with disabilities, large families, single parents and homeless individuals and families.

Priorities

Iowa City is committed to allocating funds that serve the needs of low-to-moderate income residents. Households with incomes less than 50% of the area median income, particularly those with extremely low incomes (less than 30% of area median income), are particular priorities. The city has also identified special needs individuals as among those who face the greatest challenges and who should receive high priority in the expenditure of federal funds, including at-risk children and youth, low income families, the homeless and persons threatened with homelessness, the elderly, and persons with disabilities.

The Consolidated Plan planning process requires the city to specifically address needs and proposed strategies in the following three areas: housing, homelessness and community development.

Based upon outreach efforts, the following community development and housing needs were determined to have a high priority and will continue to be an emphasis of CDBG funding:

Housing

- Non-student renter households up to 50% of MFI
- Persons and families at-risk for homelessness
- Owner-occupied housing units (elderly, small family, special needs)

Public Services

- Homeless Services
- Transportation Services
- Child care services
- Mental health
- Food banks

Public Facilities and Improvements

- Facility improvements to the structures housing the public service providers

Economic Development

- Micro-enterprise development

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.

Based on guidance provided by HUD, the following performance measurement system is utilized by the City of Iowa City. Simply stated, performance measurement is an organized process for gathering information to determine how well programs and activities are meeting established needs and goals. HUD needs this information in a common format to summarize program outcomes at the national level. For each activity that the city funds, it must determine the goal of the activity based on local intent, identify one objective and one outcome for each activity, indicate the objective and outcome in IDIS and report on applicable indicators in IDIS and the Consolidated Annual Performance and Evaluation Report

(CAPER). Each activity must have an outcome statement. This outcome statement in its most basic form is the activity's objective plus outcome.

Three specific objectives are relative to each activity funded:

1. **Creating (or Enhancing) Suitable Living Environments.** Applicable to activities that are designed to benefit communities, families, or individuals by addressing issues in their living environment. This objective relates to activities that are intended to address a wide range of issues faced by low and moderate income persons, from physical problems with their environment to social issues such as crime prevention, literacy, or elderly health services.
2. **Providing Decent Housing.** Applicable to housing programs where the purpose is to meet individual family or community needs, and not programs where housing is an element of a larger effort (such as would otherwise be applied under the "Suitable Living Environment" Objective).
3. **Creating Economic Development Opportunities.** Applicable to activities that are related to economic development, commercial revitalization, or job creation.

Three specific outcomes are relative to stated objectives:

1. **Availability/Accessibility.** Applicable to activities that make services, infrastructure, public services, public facilities, housing or shelter available or accessible to low- and moderate income people, including persons with disabilities. In this category, accessibility does not refer only to physical barriers, but also to making the affordable basics of daily living available and accessible to low- and moderate-income people.
2. **Affordability.** Applicable to activities that provide affordability in a variety of ways to low- and moderate-income people. It can include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care. Affordability is an appropriate objective whenever an activity is lowering the cost, improving the quality, or increasing the affordability of a product or service to benefit a low-income household.
3. **Sustainability.** Applicable to activities or services that are aimed at improving communities or neighborhoods, helping to make them livable or viable by providing benefit to low- and moderate-income persons or by removing or eliminating slums or blighted areas.

3. Evaluation of past performance

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

The City of Iowa City's past performance in the administration and implementation of the CDBG and HOME programs has fulfilled the spirit and intent of the federal legislation creating these programs. The city has facilitated affordability for decent housing, availability and accessibility to a suitable living environment, sustainability of a suitable living environment, and accessibility to economic opportunities.

Each year, the City is required to submit a Consolidated Annual Performance Evaluation Report (CAPER) to HUD, reporting on the activities that were funded with CDBG and HOME dollars, the amount spent, and the beneficiaries assisted. The City has submitted the required reports each year, and HUD has accepted the reports each year. Electronic versions of the City's past CAPER reports can be found on the City's website at www.iowa-city.org/actionplan.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

Throughout the year the Housing and Community Development Commission (HCDC) holds public hearings to oversee the operation of Neighborhood Services (formerly the Community Development Division), the Iowa City Housing Authority, monitor CDBG and HOME projects, and listen to public input into these and other programs.

The City of Iowa City's current 5-year Consolidated Plan was adopted in May 2015. Numerous public meetings and hearings were held to solicit public comment regarding the development of the CITY STEPS plan in accordance with the City's Citizen Participation Plan. The city ensured broad public participation in the development of CITY STEPS. The stakeholders invited to participate in the process are detailed in the Plan.

HCDC and the City Council have held a number of meetings for the preparation of this Annual Action Plan and other HUD related documents. The public has been invited to participate in all of the meetings and efforts were made to encourage and increase citizen participation. A chronology of the events, meetings, public hearings and actions taken in relation to the Annual Action Plan and Iowa City's 2016-2020 Consolidated Plan (a.k.a. CITY STEPS) are contained in Section A-12 Participation.

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.

A 30-day public comment period regarding the draft Annual Action Plan was provided per the adopted Citizen Participation Plan. The draft Annual Action Plan was discussed in multiple public meetings of the Housing and Community Development Commission, as well as made available online and distributed to subscribers of the City's email listserv. Comments received, if any, and staff response can be found in Appendix A.

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

No comments or views were not accepted, so nothing to report for this section. The summary of public input provided during public meetings of the Housing and Community Development Commission are attached in Appendix A.

7. Summary

Other Resources and Leverage

Iowa City is fortunate to have active and vital organizations that provide housing and supportive services within the community. As such, multiple resources (federal, state, local and private) are available for activities including housing, jobs and human services. In addition to these funds, other resources like donations and volunteers are utilized.

According to the applications, we have been able to estimate over \$2.3 million in other funds will be leveraged. In addition, other municipal resources such as general fund expenditures, infrastructure improvements, and tax exemptions may be used to meet the City's HOME match liability.

Actual leverage and HOME match figures will depend on the outcomes of the projects proposed in this annual action plan. Upon completion of this year's projects the exact amount of other resources leveraged by these projects will be known and included within the Consolidated Annual Performance and Evaluation Report.

Private banks and lending institutions often provide significant capital to both Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) projects. Both the City and local organizations recognize this mutually beneficial relationship. To promote the goals and objectives of the Consolidated Plan (a.k.a. CITY STEPS) both parties have taken steps to strengthen and expand our partnerships.

As stated above, other resources include in-kind donations, volunteers, foundations and businesses. The following is a list of organizations or groups identified as contributing to past CDBG and HOME projects:

- Private (donations)
- Private (loans)
- Public funds (federal and state)
- United Way
- Johnson County
- In-kind Donations (skilled labor, goods, materials, waived fees)
- Volunteers
- City of Iowa City
- Iowa Finance Authority (Low Income Housing Tax Credits)

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

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

Describe the agency/entity 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	IOWA CITY	Neighborhood and Development Services Department	
HOME Administrator	IOWA CITY	Neighborhood and Development Services Department	

Table 1 – Responsible Agencies

Narrative (optional)

Consolidated Plan Public Contact Information

Neighborhood Services Division

City of Iowa City

410 East Washington Street

Iowa City, Iowa 52240

Phone: (319) 356-5247

neighborhoods@iowa-city.org

AP-10 Consultation – 91.100, 91.200(b), 91.215(I)

1. Introduction

Institutional Structure & Enhanced Coordination

Form of Government - The City of Iowa City is organized under the Council-Manager form of government. Iowa City citizens elect seven Iowa City residents to the City Council for overlapping four-year terms. Four of the Council Members, known as the Council Members At-large, are nominated and elected by the eligible electors of the City at large. The other three are known as District Council Members and are nominated by the eligible electors of their respective districts and elected by the qualified voters of the City at large. The Council, in turn, selects one of its members to serve as mayor for a two-year term. The Mayor presides at the City Council meetings and has one vote on the Council - the same as the other six members.

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(I))

The City Council is authorized to administer housing vouchers awarded by the U.S. Department of Housing and Urban Development from the Section 8 Housing Choice Voucher (HCV) Program. The Iowa City Housing Authority provides staff to administer this assistance. In addition to the HCV Program, the Housing Authority also administers a public housing program and homeownership assistance programs.

Citizen participation is integral to the ongoing management and oversight of the housing and community development programs the City funds. The City Council appoints nine residents to the Housing and Community Development Commission to assess Iowa City's community development needs for housing, jobs, and services for low-to-moderate income residents and to promote public and private efforts to meet such needs. The Housing and Community Development Commission's by-laws require representation, when possible, from persons with expertise in construction and finance and one member that receives rental assistance.

The City also partners with the following entities to achieve the goals of the Consolidated Plan:

- Charm Homes, Inc.
- Crisis Center of Johnson County
- Domestic Violence Intervention Program
- East Central Iowa Council of Governments
- Johnson County
- Housing Trust Fund of Johnson County
- The Housing Fellowship

- Iowa City Housing Authority
- Iowa City Transit
- Iowa City Area Chamber of Commerce
- Neighborhood Centers of Johnson County
- Goodwill Industries of the Heartland
- Habitat for Humanity
- Successful Living
- Shelter House
- Systems Unlimited, Inc.
- Local lending institutions

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.

With respect to the Consolidated Plan’s homeless strategy, the City undertakes extensive consultation as part of its consolidated planning efforts, particularly through collaboration with the Johnson County Local Homeless Coordinating Board (LHCB) Continuum of Care’s planning process. The LHCB represents over twenty-five agencies in Iowa City that provide services to the homeless and low-income persons in Johnson County. The City works closely with the LHCB to increase coordination between housing providers, health, and service agencies in addressing the needs of persons that are chronically homeless.

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

Not applicable.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction’s consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	THE HOUSING FELLOWSHIP
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Input during the development of the Consolidated Plan and Annual Action Plans.
2	Agency/Group/Organization	SHELTER HOUSE
	Agency/Group/Organization Type	Housing Services - Housing Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Input during the development of the Consolidated Plan and Annual Action Plans.
3	Agency/Group/Organization	Elder Services Inc.
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.

4	Agency/Group/Organization	Iowa City Housing Authority
	Agency/Group/Organization Type	PHA
	What section of the Plan was addressed by Consultation?	Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
5	Agency/Group/Organization	SYSTEMS UNLIMITED, INC.
	Agency/Group/Organization Type	Services - Housing Services-Children Services-Persons with Disabilities Services-Health Services-Employment
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
6	Agency/Group/Organization	Housing Trust Fund of Johnson County
	Agency/Group/Organization Type	Housing Services - Housing Other government - County
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.

7	Agency/Group/Organization	Successful Living
	Agency/Group/Organization Type	Housing Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
8	Agency/Group/Organization	Metropolitan Planning Organization of Johnson County
	Agency/Group/Organization Type	Other government - County Regional organization Planning organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Market Analysis Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.

9	Agency/Group/Organization	Iowa City Transit
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Market Analysis Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
10	Agency/Group/Organization	Iowa City Area Chamber of Commerce
	Agency/Group/Organization Type	Services-Employment
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
11	Agency/Group/Organization	Iowa Workforce Development
	Agency/Group/Organization Type	Services-Employment
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
12	Agency/Group/Organization	GOODWILL INDUSTRIES OF THE HEARTLAND
	Agency/Group/Organization Type	Services-Employment
	What section of the Plan was addressed by Consultation?	Economic Development

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
13	Agency/Group/Organization	Iowa City Economic Development Division
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Working in cooperation with other city departments and the Iowa City Area Development Group, Economic Development assists developers and businesses with specific commercial, office, and industrial development projects.
14	Agency/Group/Organization	IOWA CITY COMMUNITY SCHOOL DISTRICT
	Agency/Group/Organization Type	Services-Children Services-Education
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs Market Analysis
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
15	Agency/Group/Organization	Johnson County Local Homeless Coordinating Board
	Agency/Group/Organization Type	Services-homeless Planning organization

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
16	Agency/Group/Organization	HACAP
	Agency/Group/Organization Type	Services-Children Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
17	Agency/Group/Organization	DVIP
	Agency/Group/Organization Type	Services-Victims of Domestic Violence
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
18	Agency/Group/Organization	Johnson County Democrats
	Agency/Group/Organization Type	Political Organization
	What section of the Plan was addressed by Consultation?	Housing Need Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
19	Agency/Group/Organization	Iowa City Parks and Recreation Department
	Agency/Group/Organization Type	Other government - Local
	What section of the Plan was addressed by Consultation?	Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
20	Agency/Group/Organization	Arc of Southeast Iowa
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.

21	Agency/Group/Organization	Neighborhood Centers of Johnson County
	Agency/Group/Organization Type	Services-Children
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
22	Agency/Group/Organization	Compeer of Johnson County
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
23	Agency/Group/Organization	Access 2 Independence
	Agency/Group/Organization Type	Services-Persons with Disabilities
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
24	Agency/Group/Organization	Johnson County Social Services
	Agency/Group/Organization Type	Other government - County

	What section of the Plan was addressed by Consultation?	Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
25	Agency/Group/Organization	Salvation Army
	Agency/Group/Organization Type	Services-Children Services-Persons with HIV/AIDS Services-Victims of Domestic Violence Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.

26	Agency/Group/Organization	Abbe Center for Community Mental Health
	Agency/Group/Organization Type	Services-Children Services-Persons with Disabilities Services-Victims of Domestic Violence Services-homeless Health Agency
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
27	Agency/Group/Organization	Free Lunch Program
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Services-homeless
	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.

28	Agency/Group/Organization	Iowa4Cs
	Agency/Group/Organization Type	Services-Children Child Welfare Agency
	What section of the Plan was addressed by Consultation?	Homeless Needs - Families with children Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
29	Agency/Group/Organization	Crisis Center of Johnson County
	Agency/Group/Organization Type	Services-Health Services - Victims
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
30	Agency/Group/Organization	MECCA SERVICES
	Agency/Group/Organization Type	Services-Health
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
31	Agency/Group/Organization	6th Judicial District Dept of Correctional Services
	Agency/Group/Organization Type	Other government - State
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
32	Agency/Group/Organization	Visiting Nurse Association of Johnson County
	Agency/Group/Organization Type	Services-Health Health Agency
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.
33	Agency/Group/Organization	United Action for Youth
	Agency/Group/Organization Type	Services-Children Services-Health Services-Education
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was consulted through in-person interviews and follow-up telephone conversations, as necessary.

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

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	JCLHCB	Strategic Plan incorporates needs and strategies identified by these groups
IC2030 Consolidated Plan	Neighborhood and Development Services Department	Strategic Plan is a means of implementing IC2030 visioning, including creating attractive and affordable housing for all
Analysis of Impediments to Fair Housing Choice	Neighborhood and Development Services Department	Strategic Plan goals and objectives will intentionally, affirmatively further fair housing
2008 Affordable Housing Market Analysis	Neighborhood and Development Services Department	Strategic Plan acknowledges and addresses needs identified in AHMA

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

Plans that most influenced the development of the Consolidated Plan include Iowa City’s IC2030 Comprehensive Plan update (adopted May 2013), the 2014 Analysis of Impediments to Fair Housing Choice, the 2008 Affordable Housing Market Analysis (prepared in collaboration with the cities of Coralville, North Liberty, Tiffin, and University Heights), and planning documents generated by the Johnson County Local Homeless Coordinating Board (JCLHCB) and Balance of State Continuum of Care (CoC).

In accordance with 24 CFR 91.100(4), the City will notify adjacent units of local government of the non-housing community development needs included in its Consolidated Plan. The City will continue to interact with public entities at all levels to ensure coordination and cooperation in the implementation of the CP and thereby maximize the benefits of the City’s housing and community development activities for the residents being served.

AP-12 Participation – 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

December 2016

- Public notice that CDBG and HOME applications are available
- CDBG/HOME Applicant Workshop #1

January 2017

- CDBG/HOME Applicant Workshop #2
- Applications due January 15

February

- HCDC meeting question/answer discussion with applicants

March

- HCDC meeting review of rankings & average funding; recommendation on funding awards

May

- Draft Annual Action Plan – 30-day comment period begins
- HCDC meeting – recommendation on the Annual Action Plan to Council
- Public Meeting Notice Appears in Press-Citizen

June

- Expiration 30-day comment period on the Annual Action Plan
- City Council: public meeting on the Annual Action Plan
- City Council: resolution-approving the Annual Action Plan

Anticipated Dates

June 30 - Annual Action Plan submitted to HUD

June 30 - Submission of Environmental Review Record and FONSI (as applicable)

July 15 - Submission of Request for Release of Funds

August 1 - Start CDBG and HOME projects

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Internet Outreach	Minorities Non-English Speaking - Specify other language: Translation available for all Persons with disabilities Non-targeted/broad community Residents of Public and Assisted Housing Non-profit agencies/service providers	Notice to solicit public input on the draft Annual Action Plan.	None to date.	None.	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Meeting	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Non-profit agencies/service providers</p>	<p>Ten representing grant applicants and nine members of Housing and Community Development Commission</p>	<p>See attached.</p>	<p>All comments offered were accepted.</p>	<p>http://www8.iowa-city.org/weblink/Browse.aspx?dbid=0</p>

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Meeting	<p>Minorities</p> <p>Persons with disabilities</p> <p>Non-targeted/broad community</p> <p>Residents of Public and Assisted Housing</p> <p>Non-profit agencies/service providers</p>	Approximately 50 attendees and the City Council.	None to date.	All comments offered were accepted.	http://www8.iowacity.org/weblink/Browse.aspx?dbid=0

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c) (1, 2)

Introduction

Currently, Iowa City receives CDBG and HOME funds for housing construction, rehabilitation initiatives, and other eligible activities. These funding sources are expected to be available over the next five years. In addition, other local funding sources and program income are anticipated to be available to finance projects.

Priority Table

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder 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	568,519	50,000	190,185	808,704	0	

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
HOME	public - federal	Acquisition Homebuyer assistance Homeowner rehab Multifamily rental new construction Multifamily rental rehab New construction for ownership TBRA	386,444	29,488	100,661	516,593	0	
General Fund	public - local	Acquisition Other	510,000	0	0	510,000	400,000	UniverCity - City budgets 2-5 homes annually.
Other	public - local	Homeowner rehab	200,000	0	0	200,000	400,000	Amount annual estimates \$200,000 in general funds annually for the GRIP program.

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

Federal funds will be utilized to leverage additional funds in larger rental developments. Depending on the actual applications received these other leveraged funds could include low-income housing tax credits; local, State, and other Federal funds; and private equity.

The City has been active in encouraging applicants and subrecipients to obtain other public and private resources that address needs identified in the Consolidated Plan. For example, most affordable housing acquisition projects include private financing. The City of Iowa City and its subrecipients were able to leverage CDBG & HOME funds at a rate of over \$1.11 in non-formula funds for every \$1 of formula funds. The CDBG program does not have federal match requirements, however leveraging for the HOME and CDBG programs are based on activities completed during City Fiscal Year 2016. The City does not require matching funds for owner occupied rehabilitation projects funded through the housing rehabilitation process.

the City currently has a balance of excess matching funds that can be applied to projects in the future. In addition, matching funds are required for unit production activities. These requirements are typically met through the receipt of non federal grant funds and tax benefit programs by the developers. The HOME program matching requirements are discussed under the HOME section of this report.

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

When the City has property available that would be appropriate for redevelopment, it has from time to time offered these lots to other entities for development. These entities have included both for profit developers and non-profit developers. In the event land is transferred to a for profit developer, the terms of the transfer are evaluated based on the need for the development, the cash flow of the proposed development, and the ability of the receiving entity to pay. Depending on the outcome of this evaluation, the land may be sold or donated to the receiving entity according to terms negotiated on a case by case basis. In the past, examples of this have included the donation of foreclosed homes to nonprofit groups for rehabilitation and resale, the donation of single family lots for the construction of affordable homes, and the transfer of commercial land for the construction of affordable rental units.

The city owns property in the central business district that allows the city flexibility in developing and encouraging affordable housing units and employment opportunities. The two projects underway currently include the development of an existing parking lot at Iowa Ave and Gilbert Street, The Chauncey at 404 East College Street, as well as 435 South Linn Street. As a condition of the sale for each property, the City required affordable housing units in all three developments.

Discussion

No additional discussion at this time.

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	Improve the quality of owner housing	2016	2020	Affordable Housing	Citywide	Expanding Affordable Rental/Owner Housing Preserve Existing Affordable Housing Units	CDBG: \$235,000 HOME: \$90,000	Homeowner Housing Rehabilitated: 25 Household Housing Unit
2	Improve access to affordable owner housing	2016	2020	Affordable Housing	Citywide	Expanding Affordable Rental/Owner Housing	General Fund: \$510,000	Homeowner Housing Added: 1 Household Housing Unit
3	Improve quality of affordable rental units	2016	2020	Affordable Housing Homeless	Citywide	Preserve Existing Affordable Housing Units	HOME: \$348,366	Rental units rehabilitated: 4 Household Housing Unit
4	Increase the supply of affordable rental housing	2016	2020	Affordable Housing	Citywide	Expanding Affordable Rental/Owner Housing	CDBG: \$36,000 HOME: \$36,000	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit: 10 Households Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Improve access to affordable renter housing	2016	2020	Affordable Housing Homeless	Citywide	Expanding Affordable Rental/Owner Housing Housing & Services for Homeless/Those at Risk	CDBG: \$0 HOME: \$0 General Fund: \$0 General Fund: \$0	
6	Improve and maintain public facilities	2016	2020	Public and neighborhood facility improvement	Citywide	Public Facility Improvements	CDBG: \$75,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2000 Persons Assisted
7	Provide public services	2016	2020	Non-Homeless Special Needs	Citywide	Public Facility Improvements Public Services	CDBG: \$367,934	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 12319 Persons Assisted Public service activities other than Low/Moderate Income Housing Benefit: 120 Persons Assisted Homeless Person Overnight Shelter: 266 Persons Assisted Overnight/Emergency Shelter/Transitional Housing Beds added: 864 Beds

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
8	Improve/maintain public infrastructure/amenities	2016	2020	Public and neighborhood facility improvement	Citywide	Infrastructure Maintenance & Improvement	CDBG: \$75,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 2000 Persons Assisted
9	Strengthen economic development	2016	2020	Non-Housing Community Development	Citywide	Economic Development	CDBG: \$25,000	Businesses assisted: 1 Businesses Assisted
10	Remove slum and blight	2016	2020	Non-Housing Community Development	Citywide	Economic Development	CDBG: \$25,000 HOME: \$0 General Fund: \$0 General Fund: \$0	Businesses assisted: 1 Businesses Assisted
11	Planning and administration	2016	2020	Program admin	Citywide	Planning & Administration	CDBG: \$123,704 HOME: \$41,523	Other: 1 Other

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Improve the quality of owner housing
	Goal Description	Rehab of existing owner-occupied units

2	Goal Name	Improve access to affordable owner housing
	Goal Description	Assistance for new affordable owner occupied housing.
3	Goal Name	Improve quality of affordable rental units
	Goal Description	Rehab of existing renter-occupied units
4	Goal Name	Increase the supply of affordable rental housing
	Goal Description	Acquire one new renter-occupied unit
5	Goal Name	Improve access to affordable renter housing
	Goal Description	Assistance for renters
6	Goal Name	Improve and maintain public facilities
	Goal Description	Upgrading and expansion of public facilities
7	Goal Name	Provide public services
	Goal Description	Increase the effectiveness of investments that improve conditions for the elderly, youth, low-income persons, and other special populations
8	Goal Name	Improve/maintain public infrastructure/amenities
	Goal Description	Improving or replacing outdated and deteriorating infrastructure
9	Goal Name	Strengthen economic development
	Goal Description	Direct technical and business assistance

10	Goal Name	Remove slum and blight
	Goal Description	Facade improvement program
11	Goal Name	Planning and administration
	Goal Description	Administrative and planning costs to operate the CDBG and HOME programs successfully

Table 7 – Goal Descriptions

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.215(b):

<p align="LEFT">The City estimates that over the five years of this consolidated plan more than 100 households will be provided affordable housing.</p>

AP-35 Projects – 91.220(d)

Introduction

The following project information for FFY 2017 (City FY2018) provides a comprehensive overview on the ranges of CDBG and HOME activities.

The project funding identified in this document were approved by the Housing and Community Development with the condition that if federal funding is not within twenty percent of FFY16 grants, then the Commission will review the allocations. Otherwise, staff will adjust proportionally the funding as needed to match the CDBG and HOME grants for FFY17.

#	Project Name
1	CDBG and HOME Administration/Planning
2	Homeowner Housing Rehabilitation
3	Other Housing Activities
4	Neighborhood and Area Benefits
5	Low-Mod Clientele Public Services/Facilities
6	Economic Development

Table 8 – Project Information

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

The primary obstacle to meeting the underserved needs is the limited resources available to address priorities. Iowa City, like many cities across Iowa, continues a long and arduous flood recovery process. As a result, the City's financial and staff resources continue to be invested in grant funded recovery projects, which further limits pursuit of outside grant funds for housing and community development projects.

Projects

AP-38 Projects Summary

Project Summary Information

Table 9 – Project Summary

1	Project Name	CDBG and HOME Administration/Planning
	Target Area	Citywide
	Goals Supported	Planning and administration
	Needs Addressed	Planning & Administration
	Funding	CDBG: \$123,704 HOME: \$41,593
	Description	Coordinates, administers, and monitors the CDBG and HOME programs; prepares reports and plans required by HUD, prepares environmental and historic preservations studies per HUD regulations.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	HUD does not require the reporting of beneficiary data for planning and administration activities. It should be noted, however, that the housing, economic development, and public service activities that are undertaken with CDBG and HOME funds serve, on average, between 1,000 and 3,000 individuals, households, and businesses per year. Without the planning and administration funds available to carry out required planning, environmental, monitoring and oversight activities, none of these activities would be able to receive CDBG and HOME funds and none of the beneficiaries would be able to be served.
	Location Description	Planning and Administration activities will be undertaken by City staff at Iowa City City Hall.
	Planned Activities	Funds will be used to coordinate, administer, and monitor the CDBG program; prepare reports and plans required by HUD, and to prepare Section 106 and environmental reviews and historic preservation studies.

2	Project Name	Homeowner Housing Rehabilitation
	Target Area	Citywide
	Goals Supported	Improve the quality of owner housing Improve access to affordable owner housing
	Needs Addressed	Preserve Existing Affordable Housing Units
	Funding	CDBG: \$235,000 HOME: \$90,000 General Fund: \$200,000
	Description	With CDBG and HOME funding in accordance with rules and regulations, assistance will be provided by the City directly to homeowners to rehabilitate properties, correct substandard conditions, make general repairs, improve energy efficiency, reduce lead paint hazards, and make emergency or accessibility repairs. Housing units assisted will be single family housing, as allowed by CDBG and HOME regulations. Beneficiaries of housing activities will be low to moderate income households as specified by HUD regulations. Other funding available includes program income generated by the repayment of loan funds. Funding will also be utilized for project delivery costs and administration of housing programs, as allowed by CDBG and HOME regulations.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Homeowner housing units planned for rehabilitation: 22
	Location Description	Funding is available citywide. Exact addresses of housing projects are not known until applications have been received, processed, and approved.

	Planned Activities	With CDBG and HOME funding in accordance with rules and regulations, assistance will be provided by the City directly to homeowners to rehabilitate properties, correct substandard conditions, make general repairs, improve energy efficiency, reduce lead paint hazards, and make emergency or accessibility repairs. Housing units assisted will be single family housing, as allowed by CDBG and HOME regulations. Beneficiaries of housing activities will be low to moderate income households as specified by HUD regulations. Other funding available includes program income generated by the repayment of loan funds. Funding will also be utilized for project delivery costs and administration of housing programs, as allowed by CDBG and HOME regulations.
3	Project Name	Other Housing Activities
	Target Area	Citywide
	Goals Supported	Improve access to affordable owner housing Improve quality of affordable rental units Increase the supply of affordable rental housing Improve access to affordable renter housing Planning and administration
	Needs Addressed	Expanding Affordable Rental/Owner Housing Preserve Existing Affordable Housing Units Housing & Services for Homeless/Those at Risk Planning & Administration
	Funding	CDBG: \$36,000 HOME: \$385,000 General Fund: \$510,000

	Description	With CDBG and HOME funding in accordance with rules and regulations, assistance will be provided by the City directly to homeowners and developers, as well as to nonprofits, forprofits or CHDOs to acquire and/or rehabilitate properties, correct substandard conditions, make general repairs, improve energy efficiency, reduce lead paint hazards, and make emergency or accessibility repairs. May include: acquisition/rehab/resale, refinance/rehab, demolition/site preparation, new construction, downpayment/closing cost assistance and housing counseling. Housing units assisted will be single or multiunit affordable housing to be sold, rented, or lease/purchased, as allowed by CDBG and HOME regulations. Beneficiaries of housing activities will be low to moderate income households as specified by HUD regulations. Other funding available includes program income generated by the repayment of loan funds. Funding will also be utilized for project delivery costs and administration of housing programs, as allowed by CDBG and HOME regulations.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Rental housing units rehabilitated: 4 Rental housing units acquired: 10
	Location Description	Funding is available citywide. Addresses of activities are unknown at this time.
	Planned Activities	Planned activities at this time include: <ul style="list-style-type: none"> • Successful Living acquisition of residential properties for ten SRO units; CDBG \$36,000; HOME \$36,000 • The Housing Fellowship rental rehabilitation; HOME \$86,000 • The Housing Fellowship CHDO operating; HOME \$18,000
4	Project Name	Neighborhood and Area Benefits
	Target Area	Citywide

	Goals Supported	Improve/maintain public infrastructure/amenities
	Needs Addressed	Infrastructure Maintenance & Improvement
	Funding	CDBG: \$75,000
	Description	Improvements to the built environment that enhance the quality-of-life for residents earning less than 80 percent AML.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	<p>Because the beneficiaries are dependant on the area to be served, beneficiaries cannot be estimated until the areas to be assisted have been identified. For a placeholder in this plan, three hundred persons per year has been used. It is important to note, however, that this is only an estimate and actual number assisted may vary.</p> <p>In any given year, the ability to complete infrastructure projects is dependant on funds available, eligible projects coming forward, and availability of public works staff and contractors to carry out the projects.</p> <p>Infrastructure projects may not be completed every year. In this plan, a placeholder of \$75,000 is being used to ensure that funds are available in the event an appropriate project comes forward.</p>
	Location Description	Funding is available citywide, however, because infrastructure in older parts of the City is older, funds will be concentrated in these areas. With limited funding available, infrastructure funding will likely be located in these areas.
	Planned Activities	Infrastructure and area benefits to benefit low to moderate households and areas, as allowed by CDBG regulations. This could include (but is not limited to), blight removal, improvements to streets, sidewalks, gutters, sewer, alleys, etc.
5	Project Name	Low-Mod Clientele Public Services/Facilities
	Target Area	Citywide
	Goals Supported	Improve and maintain public facilities Provide public services

Needs Addressed	Public Facility Improvements Public Services
Funding	CDBG: \$289,000
Description	Funding for a variety of public service activities and public facility improvements serving low to moderate income clientele including: advocacy, case management, referrals, service coordination, education, counseling, and legal assistance and funding for the staff to implement these activities, as well as public facilities serving income eligible residents.
Target Date	6/30/2018
Estimate the number and type of families that will benefit from the proposed activities	<p align="LEFT">Public Service and Public Facility activities serve on average 2,000 beneficiaries per year.</p>
Location Description	Public service/facility activities are available citywide to low and moderate income individuals.

	Planned Activities	<p>Funding for a variety of public service activities serving low to moderate income clientele has been proposed for this year, including:</p> <ul style="list-style-type: none"> • Homeless and Transitional Housing: Provides shelter and transitional housing for homeless adults and families. Services also include advocacy, case management, referrals, service coordination. Meal sites, and funding for the staff to implement these activities. • Domestic Violence Services: Advocacy shelter provides assistance and shelter to victims of domestic violence. Shelter staff provides crisis line, advocacy, and assistance to victims in obtaining safe shelter, food, clothing, medical attention, and basic needs. Program provides counseling, referrals, and legal assistance to victims of domestic violence. Provides community and prevention education programs to individuals age 3 to 18. • Neighborhood Services: Provides resources to low-income residents at neighborhood centers that include computer access, day care, hang-out, and English language classes. <p>Â</p>
6	Project Name	Economic Development
	Target Area	Citywide
	Goals Supported	Strengthen economic development Remove slum and blight
	Needs Addressed	Economic Development
	Funding	CDBG: \$50,000
	Description	Funding to facilitate the creation and expansion of businesses and create new employment opportunities for low-income people.
	Target Date	6/30/2018

Estimate the number and type of families that will benefit from the proposed activities	An estimated two businesses will be assisted, with at least one new job created or retained per \$20,000 in assistance through the Economic Development CDBG Funds.
Location Description	Funding is available citywide. The exact addresses of projects will not be known until applications have been received, processed and funds awarded.
Planned Activities	<p>Funding to facilitate the creation and expansion of businesses and create new employment opportunities for low-income people.</p> <p>Provide economic development assistance including loans, loan guarantees, and grants to businesses locating to or expanding in Iowa City. At least 51% of the jobs created by the assisted businesses must be made available to low/moderate income people. Economic assistance may also be provided to alleviate slum or blighted conditions in designated slum/blight areas or on individual slum/blight properties. Small business loan program will address the impact of credit access and reduction of capital for business startups or expansion.</p>

AP-50 Geographic Distribution – 91.220(f)

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

Iowa City will invest its CDBG and HOME funds in areas primarily impacted by non-student LMI persons. Several of the City's LMI census areas are located in the downtown area and include rental housing stock that is predominantly occupied by University of Iowa students. While resources other than CDBG and HOME funds may be used in these areas to maintain and preserve housing, infrastructure, and public services, the City's CDBG and HOME funds will be focused in areas that are home to families, the elderly, the disabled, and the homeless.

In order to achieve the greatest impact possible from the limited federal funds available, the City intends to allocate its non-housing community development resources primarily to projects that will have a focused neighborhood impact, as opposed to infrastructure projects of more dispersed expected benefit.

The City's provision of funding for new construction and acquisition of affordable housing is governed by its Affordable Housing Location Model, which has three goals:

- Avoiding further burden on neighborhoods and elementary schools that already have issues related to a concentration of poverty,
- Promoting diverse neighborhoods in terms of income levels, and
- Incorporating factors important to the Iowa City Community School District in affordable housing siting as it relates to educational outcomes.

The model mathematically combines three factors, including distance to existing subsidized family rental housing, elementary school poverty, and crime density, and sets threshold scores below which funding for new city-assisted rental housing is not be available (excluding units reserved for the elderly or disabled).

The affordable housing location model, now cited as a best practice, has been successful in achieving its intended objective of not placing additional assisted rental housing in areas of concentrated poverty and other factors. The City does not restrict the location of funding for owner-occupied housing or for rental rehabilitation, nor does it restrict the location of funding for projects for the elderly or persons with disabilities.

Geographic Distribution

Target Area	Percentage of Funds
Citywide	100

Table 10 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

In light of the limited amount of CDBG funds available to the City, not all the City's housing and community development needs can be addressed over the next five years. Therefore, priorities must be established to ensure that scarce resources are directed to the most pressing housing and community development needs. The neighborhood-level focus for non-housing community development needs within income-eligible areas reflects the City's desire to create appreciable and lasting living environment improvements given limited funds, and the specific geographic targeting of new family rental housing reflects the need to affirmatively further fair housing by directing this type of development to a broader range of neighborhoods, combating existing segregated settlement patterns.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

The City will use HOME funds and a portion of CDBG funds for new affordable housing and to rehabilitate existing housing units. The special needs population will be served through the rehabilitation of an existing structure for rental housing. The homeless population will be served through assistance grants to local service providers. Therefore, these two groups do not have easily quantifiable goals. The one year goals noted below have been extrapolated from the table included in SP-45.

One Year Goals for the Number of Households to be Supported	
Homeless	15
Non-Homeless	23
Special-Needs	3
Total	41

Table 11 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	15
Rehab of Existing Units	22
Acquisition of Existing Units	4
Total	41

Table 12 - One Year Goals for Affordable Housing by Support Type

Discussion

<p align="LEFT">The one year goals in the tables above are based on estimates in the CITY STEPS Consolidated Plan.</p>

AP-60 Public Housing – 91.220(h)

Introduction

Iowa City Housing Authority (ICHA) is part of the Neighborhood and Development Services Department and was established in 1969 to administer housing assistance programs throughout Johnson County, Iowa County and Washington County North of HWY 92.

Actions planned during the next year to address the needs to public housing

The ICHA targets available tenant based rental assistance to disabled, elderly, and families with children under 18 (who reside in our jurisdiction) whose income is \leq 30% of AMI. The ICHA targets available public housing units to disabled, elderly, and families with children under 18 (who reside in our jurisdiction) whose income is \leq 80% of AMI. The ICHA will maximize HCVP and VASH budget authority and voucher utilization and lease-up rates for Public Housing.

The HCV Homeownership program permits eligible participants the option of purchasing a home with HCV assistance rather than renting. Public Housing tenants are eligible for a Special Admission to the HCV Homeownership program if they have lived in a Public Housing unit longer than 1 year and their total tenant payment (TTP) is higher than \$499.

The Family Self-Sufficiency (FSS) Program promotes self-sufficiency and asset development by providing supportive services to participants to increase their employability, to increase the number of employed participants, and to encourage increased savings through an escrow savings program. This program is designed to work with households on a five-year plan to attain financial self-sufficiency as well as provide rental assistance.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

Timeline and Analysis of the Housing Authority's efforts to create a Resident Advisory Board (RAB)

In March 2009, The Housing Authority surveyed all active Public Housing tenants and Family Self-Sufficiency (FSS) program participants (211 families) to determine interest in serving on a Resident Advisory Board (RAB). Twenty-six (26) families responded. In May 2009, The Housing Authority sent the twenty-six RAB interest survey respondents a copy of the survey used to collect citizen input for CITY STEPS Iowa City's Consolidated Plan for Housing, Jobs, and Services for Low-Income Residents 2010 – 2015. Eight (8) families responded.

In June 2008, the Iowa City Housing Authority's Public Housing unit located at 608 Eastmoor, Iowa City, Iowa, was severely damaged by flooding. It was located in the 500-year flood-plain. Due to the City of Iowa City's intent to purchase all properties located the 100- and 500-year flood-plains, the Housing

Authority submitted a Demolition/Disposition applications to the Federal Department of Housing and Urban Development (HUD). HUD requires RAB input/comment for Demolition/Disposition applications. The twenty-six respondents to the survey were contacted in October 2010 to submit input/comments but none responded.

In December 2014, The Housing Authority surveyed all active Public Housing tenants (75 families) to determine interest in serving on a Resident Advisory Board (RAB). Seven (7) families responded; three (3) stating an interest; four (4) stating no interest. Analysis of the recommendations submitted by Resident Advisory Board (RAB) and the decisions made on these recommendations.

There appears to be very little interest in Housing Authority participating families in serving on an RAB focusing solely on Housing Authority programs and services. The majority of comments received via three separate survey instruments are beyond the scope, power, and authority of the Iowa City Housing Authority to impact these concerns, or other City Departments and Community Based Agencies are better suited to meet these concerns. Examples include fixing streets, repairing abandoned homes, empowering neighborhoods, dealing with perception of City-wide increase in criminal activity, safety, events, neighborhood development and clean up, etc.

The Iowa City Housing Authority and the City of Iowa City Neighborhood Services will continue the initiative they launched in 2008: "Good Neighbors—Strong Neighborhoods." The idea is to partner with Neighborhood Associations to develop strategies to promote the peaceful enjoyment of the neighborhood for all residents. The goal is the increased participation of Housing Authority clients in the activities sponsored by the City of Iowa City Neighborhood Associations.

Through the Office of Neighborhood Services, the City of Iowa City supports and encourages neighborhood action and provides ideas and resources that can help shape the future of a neighborhood. The City coordinates with the Neighborhood Associations to work through their short and long-term needs that best serve the interests of the neighborhood within the goals of the larger community. The City of Iowa City also provides financial and technical assistance in the printing and mailing of newsletters and meeting notices.

The Housing Authority will repeat the survey process in partnership with the City of Iowa City Housing and Community Development Commission when citizen input is collected for CITY STEPS Iowa City's Consolidated Plan for Housing, Jobs, and Services for Low-Income Residents 2021 – 2025 and the Iowa City Housing Authority 5-year plan for 2021 – 2025.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

HUD has not designated ICHA as troubled.

Discussion

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

As a participant in the Johnson County Local Homeless Coordinating Board (JCLHCB), the City is a partner in its plan to address homelessness and the priority needs of homeless individuals and families, including homeless subpopulations. During FY2016, the City's federal funds will continue to support programs to provide decent and safe living environments for homeless and those at risk of becoming homeless, through funding such activities as emergency shelter operations, financial assistance for rent, utilities and other critical expenses, and rapid re-housing. The City will maintain support for JCLHCB, the region's Continuum of Care (CoC) organization.

The City will contribute CDBG, General Fund, and utility revenues to help assist local service agencies provide services. Non-profit agencies will apply through the United Way Joint Funding process to access these funds. Applicants can apply for United Way, Johnson County, Iowa City, and Coralville funds under one application. Each funding entity determines how they will allocate the funds they contributed.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

The City's strategies as they specifically relate to reaching out to homeless persons and understanding their individual needs include:

Advocate human services coordination

- Pursue a single application for service system entry
- Pursue the formation of a local computerized system that connect clients with services, serves as a database, and provides inter-agency referrals
- Support the Local Homeless Coordinating Board (LHCB)

Increase understanding of issues surrounding Johnson County homelessness

- Conduct a study of rural homelessness coordinated with Metropolitan Planning Organization of Johnson County (MPOJC) to determine the level of unmet need, formulate outreach efforts, and support requests for additional funding.
- Conduct a survey to determine community attitudes surrounding affordable housing and homeless organizations and participants.

Addressing the emergency shelter and transitional housing needs of homeless persons

In light of the limited amount of CDBG and HOME funds available to the City, not all of the area's homeless needs can be addressed using federal funds. The City does not receive Emergency Solutions Grant (ESG) or HOPWA entitlement funds from HUD to assist with homeless needs, and it relies on a variety of community agencies to provide basic needs assistance and other support for the local homeless population.

However, the City will continue to support the JCLHCB in FY16, and it will continue to implement strategies related specifically to addressing emergency and transitional housing needs for the homeless, including:

Expand/Rehabilitate Emergency Shelter

- Improve and maintain existing shelter facilities
- Support expansion or addition of facilities to meet increased demand
- Expand staff within existing system to provide improved service

Support plans for improving day shelter opportunities

- Expand available services such as social/case worker availability, facilities, childcare opportunities, improved public and private transportation access, showers
- Supported Training and Access to Resources (STAR) program continuation

Improve transitional housing programs for families

- Continue to develop scattered site, transitional housing programs requiring participation in supportive services
- Provide transitional housing for single individuals
- Continue to develop Single Room Occupancy (SRO) type housing for persons living alone with access to supportive services
- Continue support of transitional housing for unaccompanied youth

Provide special needs transitional housing

- Continue to support the development of transitional housing for persons with mental illness.
- Provide services to support special needs populations in non-facility based care environments (i.e. Compeer, Buddy System, Coaches)

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals

and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The Continuum of Care (CoC) addresses the housing and supportive services needs in each stage of the CoC process to help homeless persons make the transition to permanent housing and independent living. The City will continue to support the CoC strategy to meet the needs of homeless persons and those at risk of becoming homeless.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

In recent years, Iowa City has allocated the maximum amount of CDBG funding possible to public services to assist human service organizations. To the extent possible, the City will provide support to the system of facilities and service providers described in the homeless inventory. ICHA locally administers efforts that assist in homelessness prevention, including the Section 8 voucher program and administration of 81 units of public housing for residents who are low-income, very low-income, and extremely low-income.

Discussion

One year goals for the number of households to be provided housing through the use of HOPWA for:
Short-term rent, mortgage, and utility assistance to prevent homelessness of the individual or family
Tenant-based rental assistance
Units provided in housing facilities (transitional or permanent) that are being developed, leased, or operated
Units provided in transitional short-term housing facilities developed, leased, or operated with HOPWA funds
Total

AP-75 Barriers to affordable housing – 91.220(j)

Introduction

The City of Iowa City finalized an Analysis of Impediments to Fair Housing Choice in March 2014. The impediments identified, along with recommendations to address the impediments, are outlined in SP-55.

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

The City is actively involved in presenting to organizations in the region to educate persons about what is affordable housing and who needs it. Presentations will continue during FY18. The City will also support the Local Homeless Coordinating Board's efforts to develop a campaign to educate the community on affordable housing and put a face on who needs affordable housing.

The City will continue to review housing to be constructed with City or CDBG/HOME assistance to ensure it meets the City's Affordable Housing Design Guidelines. Quality design and neighborhood compatibility will assist with neighborhood and community acceptance of affordable housing.

The City will support the rehabilitation of existing rental units in low income neighborhoods and work with private property owners to preserve affordable housing throughout neighborhoods in Iowa City.

The City will also work with the Human Rights Coordinator to provide Fair Housing updates to educate local commissions and boards.

Based on multiple years of functional experience, the City has plans to reevaluate certain aspects of the Affordable Housing Location Model. Most notably, the model factors in the density of a project but imposes a buffer irrespective of the surrounding neighborhood density, which limits housing options beyond the model's original goals.

Discussion

AP-85 Other Actions – 91.220(k)

Introduction

The following section provides information about the additional actions being undertaken by the City of Iowa City related to community development.

Actions planned to address obstacles to meeting underserved needs

Iowa City has a long history of successfully implementing HUD funded programs. Serving the needs of the City's various special needs population drives the city's consolidated planning efforts. Addressing the needs of the homeless and special needs populations are high priorities for use of resources within Iowa City.

Due to limited funding and the prospect of reduced funding in future years, the following considerations will be made when determining whether to fund a project:

1. The project must be an identified CITY STEPS priority. Applicant must document the ability of the project to address the specific need.
2. The project budget is justified and leverages other financial resources, including human resources. Applicant must document efforts to obtain outside funding as well.
3. The project has a measurable impact in the community. The project primarily targets low-income persons, utilizes community partnerships, and provides adequate benefits in relation to costs.
4. The applicant can maintain regulatory compliance. Applicant must demonstrate it has strong financial skills, administrative capacity to complete a federal grant, and the ability to complete the project within the required time period.

The City will continue to work with area social service agencies and providers to address obstacles to meeting underserved needs. Declining resources have been the key impediment to addressing needs.

Actions planned to foster and maintain affordable housing

The City will continue to support its goals of maintaining and expanding affordable housing by utilizing its CDBG and HOME allocations to create new opportunities for affordable rental and homeownership and rehabilitate existing affordable units. The GRIP program will continue providing \$200,000 annually for low- to moderate-income homeowners to rehabilitate their properties. The UniverCity Program will continue as funds are available.

Actions planned to reduce lead-based paint hazards

The City will continue to ensure compliance with the HUD lead-based paint regulations that implement

Title X of the Housing and Community Development Act of 1992, which covers the CDBG and HOME programs, among others. The State of Iowa passed legislation in 2009 to certify renovators who work in housing and child-occupied facilities and to require all children entering kindergarten to be tested for lead poisoning.

The Housing Rehabilitation Office will continue to implement all aspects of the lead-based paint regulations. In its efforts to evaluate and reduce lead-based paint hazards in all of its CDBG and HOME funded rehabilitation projects, the Office provides information and outreach on the dangers of lead-based paint, as well as guidance in the identification and reduction of lead-based paint hazards to all program participants. Blood level tests may be paid through the Housing Rehabilitation program for targeted populations such as children under seven when needed.

Actions planned to reduce the number of poverty-level families

The City, Housing Authority, and the Johnson County Local Homeless Coordinating Board work together to address homeless and poverty issues. In addition to the activities outlined in the Annual Action Plan, the Housing Authority provides supportive services and coordination with the agencies making up the Local Homeless Coordinating Board to support families and individuals achieve their highest level of self-sufficiency.

With respect to economic development, the City has had a long-term partnership with the Iowa City Area Development Group (ICAD) and the Iowa City Area Chamber of Commerce. ICAD is a private non-profit organization whose mission is to position the region as a quality place to work. ICAD works as a confidential advocate for expanding businesses and new industries. ICAD helps businesses pursue state and local financial assistance and serves as a liaison between the City, the Iowa Economic Development Authority, the University of Iowa and other entities. The Chamber of Commerce works to enhance the business climate in Johnson County and provides educational programs on customer service, human resources, and other issues relevant to small businesses.

Starting in FY03, the City set aside CDBG funds to promote economic development. Funds primarily support gap financing or start-up capital to micro-enterprises or small business creating jobs for low and moderate income persons. These funds are available throughout the year, instead of a once a year funding cycle to allow greater flexibility and attract a greater number of applicants. Loans have been provided to bakeries, restaurants, small construction contractors, craft retail stores, salons, fitness studios, and more.

In 2013, the City Council expanded the use of the Economic Development Fund to be used for façade improvements in the City-University Urban Renewal Area as part of the Building Change program. The program meets the objectives of the Urban Renewal Plan by 1) eliminating substandard buildings blighting influence and environmental deficiencies; 2) improving the appearance of buildings and encouraging high standards of design; and 3) encouraging the restoration and rehabilitation of structures in downtown Iowa City with architectural and/or historic significance. The ongoing program

has been in place since 2013 and the City awards grants to small businesses for building and storefront improvements.

Actions planned to develop institutional structure

The City undertakes extensive consultation as part of its consolidated planning effort, particularly in association with the Johnson County Local Homeless Coordinating Board (JCLHCB) Continuum of Care's planning process. The JCLHCB represents over 25 agencies in Iowa City providing services to the homeless and low-income persons in Johnson County. The City works closely with the JCLHCB to increase coordination between housing providers, health, and service agencies in addressing the needs of persons that are chronically homeless.

The City facilitates coordination among its partner agencies that results in a broadly shared understanding of community needs, collaborative and complementary approaches to addressing needs, and responsiveness to changes in conditions. Additionally, resources such as Aid to Agencies and City General Funds available for economic development indicate a real commitment to leveraging all possible resources to meet needs.

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

The City created a citizen advisory group, the Housing and Community Development Commission (HCDC), in 1995, to assess Iowa City's community development needs for housing, jobs and services for low and moderate income residents, and to promote public and private efforts to meet such needs. HCDC leads the CDBG/HOME allocation process to determine what projects will be awarded funds based on priorities established in CITY STEPS. Each year the City and HCDC reviews applications on a competitive basis.

Fragmentation and duplication of services in Iowa City is a minor obstacle due to the communication and coordination of existing service providers. Service providers are members of the Johnson County Local Homeless Coordinating Board and participate in the local Continuum of Care planning.

Discussion

Program Specific Requirements

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

Introduction

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.

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
Total Program Income:	0

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%

HOME Investment Partnership Program (HOME)
Reference 24 CFR 91.220(l)(2)

1. A description of other forms of investment being used beyond those identified in Section 92.205 is as follows:

The City offers the General Rehab Improvement Program (GRIP) to provide low interest loans to income eligible homeowners to rehabilitate their homes. Approximately \$200,000 in general obligation funds are allocated annually for this program. The City also continues to administer the UniverCity program, focusing on neighborhoods located near the University campus that retain a single family character and a demand for single family housing, but that also have a large renter population. The City purchases rental homes that are rehabilitated and sold, some of which are restricted to homeowners under 80% of median income.

2. A description of the guidelines that will be used for resale or recapture of HOME funds when used for homebuyer activities as required in 92.254, is as follows:

Iowa City has elected to adopt the following recapture or resale provisions when HOME funds are used to create affordable housing. Recapture guidelines are used for any homebuyer activity where the client receives direct financial assistance (including any assistance that reduces the purchase price from the fair market value to an affordable price) and resale is used when the homeowner does not receive direct financial assistance.

Recapture Provision

A recapture provision of the HOME regulations pursuant to CFR Part 24 92.254 (a)(5)(ii) will be used when HOME funded assistance is provided to reduce the selling price of a home from appraised value to one of affordability (affordability subsidy) for people at income levels of 80% or less of Iowa City's median income. This will include an affordability period based on the amount of HOME funds used for that purpose as indicated in the following table. If downpayment assistance will be provided, that amount will be added to the total amount to determine the affordability period.

- Less than \$15,000: 5 years
- \$15,000 to \$40,000: 10 years
- Greater than \$40,000: 15 years

Upon the sale of the home, the net proceeds (sale price, minus superior loan repayment and closing costs) shall be distributed proportionately between the City, up to the Principal Amount, and the Buyer (Shared Net Proceeds). The City and/or HUD are not responsible for covering negative net proceeds. The Principal Amount shall be forgiven after the affordability period identified in the Recapture Agreement ends if the homeowner remains in compliance with their written agreement.

3. A description of the guidelines for resale or recapture that ensures the affordability of units acquired with HOME funds? See 24 CFR 92.254(a)(4) are as follows:

Iowa City has elected to adopt the following recapture provisions when HOME funds are used to create affordable housing. Recapture guidelines are used for any homebuyer activity where the client receives direct financial assistance (including any assistance that reduces the purchase price from the fair market value to an affordable price) and resale is used when the homeowner does not receive direct financial assistance. The city does not utilize the resale provision at this time.

HOME regulations allow revocation of HOME's affordability restrictions if an ownership interest is terminated prematurely by foreclosure, transfer in lieu of foreclosure, or assignment of an FHA insured mortgage to HUD. Under the HOME program, certain requirements must be placed on properties by means of deed restrictions or a recorded note and mortgage.

Recapture Provisions used by the City are detailed in number 2 above.

4. Plans for using HOME funds to refinance existing debt secured by multifamily housing that is rehabilitated with HOME funds along with a description of the refinancing guidelines required that will be used under 24 CFR 92.206(b), are as follows:

Not Applicable – The City of Iowa City does not use HOME funds for this purpose.

Discussion

Attachments

Citizen Participation Comments

MINUTES

FINAL

**HOUSING AND COMMUNITY DEVELOPMENT COMMISSION
JANUARY 19, 2017 – 6:30 PM
SENIOR CENTER, ASSEMBLY ROOM**

MEMBERS PRESENT: Peter Byler, Syndy Conger, Christine Harms, Bob Lamkins, John McKinstry, Harry Olmstead, Dorothy Persson, Emily Seiple, Paula Vaughan

MEMBERS ABSENT: None

STAFF PRESENT: Kris Ackerson, Tracy Hightshoe

OTHERS PRESENT: John Boller (Grow: Johnson County), Joan Vandenberg (ICCSO), Dale Helling (Inside Out Reentry), Tracey Achenbach (Housing Trust Fund), Susan Gray (4C's Community Coordinated Child Care), Stu Mullins (United Action for Youth), Will Jennings (Northside Neighborhood Association), Charlie Eastham (Affordable Housing Coalition), Becci Reedus (Crisis Center of Johnson County), Barbara Vinograde (Iowa City Free Medical Clinic), Kristie Doser (Domestic Violence Intervention Program), Daleta Thames (Big Brothers Big Sisters of Johnson County), Mary Issah (NAMI of Johnson County), Karen DeGroot (Arc of SE Iowa), Crissy Canganelli (Shelter House), Devon Inman (Elder Services, Inc.), Mike McGinnis, Tracy McGinnis, Albert Prusson

RECOMMENDATIONS TO CITY COUNCIL:

By a vote of 9-0 the Commission recommends to approve the FY2018 Aid to Agencies allocations as listed in Exhibit A (attached). Additionally, if budget increases or decreases by up to 20%, the difference will be changed by the same percent; and if the change is more than 20%, then the Commission will reconvene.

CALL MEETING TO ORDER:

Byler called the meeting to order at 6:30 PM.

APPROVAL OF THE DECEMBER 15, 2016 MINUTES:

Olmstead moved to approve the minutes of December 15, 2016. Conger seconded the motion. A vote was taken and the motion passed 9-0.

PUBLIC COMMENT FOR TOPICS NOT ON THE AGENDA:

None.

DISCUSS FY2018 AID TO AGENCIES FUNDING REQUESTS AND CONSIDER BUDGET RECOMMENDATION TO CITY COUNCIL:

Byler began by thanking everyone from the partner agencies for taking the time to complete the applications thoroughly.

Ackerson showed a spreadsheet summarizing the applications. If none of the Commissioners chose to allocate a particular agency, it was not shown on the spreadsheet. Also Ackerson added to the spreadsheet the median for each application, and the total dollar amount of the medians added up is \$371,700. The total funding available is \$7,000 more than that.

Byler noted that there were two agencies with only one or two Commissioner's support. Arc of SE Iowa had one Commissioner's support and NAMI having two. Therefore Byler suggests eliminating those two agencies from consideration as well.

Olmstead asked about agencies that were asking for funding below the \$15,000 threshold (Table to Table and Four Oaks). Byler said they will be informed that since their request was less than the threshold they will be eliminated from consideration.

Hightshoe noted that the funding threshold is listed on the application instructions. She also announced that the City has not received the CDBG or HOME budget and some of the Aid to Agency is from HOME funds, so the Commission may want to have a contingency plan if the allocation is less.

Hightshoe also wanted to clarify the Shelter House application. They applied for \$70,000 and \$20,000 of that is reserved for the winter shelter. The City will fund the winter shelter outside of the Aid to Agencies process so Shelter House's request is really on for \$50,000.

Byler notes that looking through the list there are four other agencies that had a median allocation of zero, meaning that there were four or fewer Commissioners that recommended funding for them and suggested the Commission begin by discussing those.

Seiple spoke as to her support of the application, saying that as part of her process she divided all the organizations up based on the need they were supporting as several were addressing similar issues.

John Boller (Project Director, Grow: Johnson County) came forward to answer questions.

Byler asked what the total budget of the Grow: Johnson County budget. Boller replied that it is around \$73,000 and that is primarily personnel and some administration costs. Byler asked if the major beneficiaries were from Iowa City or other surrounding areas. Boller said they do serve the whole county but there are Iowa City agencies (pantries, Free Lunch Program, Shelter House) that receive the food they are producing. Byler asked if they applied for funding from other organizations as well and Boller replied just the County.

Harms noted that the Grow: Johnson County is a young organization and she is partial to start ups and asked Boller how important this money is with regards to their success. Boller explained that it is crucial, they are just starting their second growing season this year, in their first year they had over 12,000 pounds of food that was distributed to 10 different agencies within the County. Personnel is their biggest need to make this a sustainable project. A farm manager that oversees the crop management and an educational director as well conducts workshops, fieldtrips, etc.

Vaughan stated she supported this application because she believes in supporting the basic needs of people which are shelter and food. She also noted that since she is retired from the field of nutrition she knows how important the education piece is and that many people do not know how to use the fresh produce that they grow and how important it is for their health.

Joan Vandenberg (Coordinator of Youth and Family Development & Co-Director of ICCSD Community Education) stated that the request for \$55,000 is for an additional staff position in the Student Family Advocate Program. The ICCSD has Student Family Advocates in every building in the district but some are only part-time.

Persson asked why tax money is not being used to support this need. Vandenberg noted that the total Student Family Advocate program is \$1.4 million and the focus is education but they also go beyond education for the needs of the homeless kids. She said they help those families obtain housing and they collaborate with other agencies for assistance for the families and getting the students supplies and other necessities (such as immunizations). Persson noted her concerns because she would like to see cooperation with the other agencies so the talents of all the agencies be used together so that requests from the public school district are not necessary. Vandenberg acknowledged Persson's comments but noted that other municipalities give them funds as well. The City of Hills allocates \$20,000; the City of North Liberty gives them \$55,000; and they are asking the City of Coralville for \$55,000, as well.

Conger stated her support of this application because she knows how important it is to the community.

Byler asked if there was anyone in the School District that had a position like this previously. Vandenberg

said that was a different position and she is currently the homeless liaison for the District so this request is creating a new position.

Olmstead asked if they do not receive the funding from here would they be able to hire the position from other funds such as the new bond money. Vandenberg replied no, that bond money has to go to infrastructure, so they would have to look for other District resources, but education dollars are being cut significantly.

Seiple asked about clarification about this new position. Vandenberg explained that the homeless liaison position is a federally required position and the homeless liaison develops the system. Vandenberg works out of the Education Service Center, administers the professional development and resources, provides training, but does not provide case management. This new position would provide case management.

Dale Helling (Volunteer and member of the Board of Directors) stated that the request for the \$59,000 is more than 100% of their current budget, and they have requested a lesser amount from Coralville. They serve all of Johnson County and hope to expand and hire a staff person to coordinate the mental health needs for people that come through and partner with the appropriate agencies to help. They went from serving eight people in 2015 to about ninety in 2016. Most of the people they assist either have substance abuse or mental health issues. This organization is only two years old and will take whatever they can get to increase their half-time director to three-quarter time.

Helling explained that they submitted an application through the Human Rights Commission for software, it was for \$3,000 for two computer stations for the participants to use to look for housing and employment, so that was not part of this Commission's application.

Byler asked why this organization was created and could the services not be obtained through another already existing organization. Helling explained that this organization fills a gap that is not handled within the criminal justice system. People coming out of incarceration often are at a lost as to where to turn next as not all are put on probation or parole so have no assistance or supervision.

Persson stated she is pleased with the medians recommendations and noted that with ever shrinking budgets it is important to look at startups and see if they are proliferating funds from an already existing agency that provides the same services. Additionally with regards to the public schools, she is offended that her tax dollars do not go to support those resource centers, and the public should be telling their School Board that those resources are part of education.

Byler noted that he was under the impression that the Reentry program was something that the government was working on but sees now there is a gap that exists. He also supported the ICCSD but understands how others feel and is comfortable taking that one off the list for allocations this year. Conger noted that while everyone else allocated to Big Brothers Big Sisters she did not because while it is a great organization it has lots of support from other entities (United Way) and does lots of fundraising.

Seiple reiterated that the Grow: Johnson County organization does partner with other agencies, they work with the Free Lunch Program and not only are they growing the food they are teaching people how to do so also and feels they are bringing something new to the community.

Tracey Achenbach (Housing Trust Fund) came forward to answer questions from the Commission.

Byler asked given that the Housing Trust Fund has had an influx of money this year, and this year they again requested \$24,000 (as they do every year) so could she explain what would happen if that amount were less. Achenbach explained that the money the Housing Fund received from both the County and the City just flows through the organization to support others; it is not used to support the operations of the Housing Fund.

Vaughan questioned the 4C's request and what the 10 sessions the money would fund.

Susan Gray (Director, 4C's Community Coordinated Child Care) is for the Starting Strong program and this is the first year they are asking for funding for it. Prior they had used entitlement funding from the

County to support it. It started with five childcare providers that they help get started and set up so they are ready for children. With the funding they have received in this past year, they have been able to work with 20 childcare providers and all are providers where 50% of the children are receiving assistance. The request for this year is for 10 childcare programs, to pay for visiting them, take in activities and help them structure their program. They would also pay the providers to attend trainings (CPR, First Aid, etc.) They are also asking Johnson County to pay for 20 programs, so they can assist a total of 20. Vaughan asked how many children would be in the 10 programs. Vaughan questioned the high rate of staff turnover (30%) and if they are doing anything to prevent that. Gray explained that is the childcare provider turnover rate in the centers, not the 4C's turnover rate. Most childcare providers are paid minimum wage with no benefits so that is why there is high turnover.

Vaughan also questioned the budget for United Action for Youth, the total budget was \$1,489,000 and it appeared there was a balance of \$1,700,000 so perhaps they are in better shape than other programs.

Stu Mullins (Executive Director, United Action for Youth) explained that they are trying to build up their safety net in these rocky budget times. There have been a series of years when they have had major expenditures and no cushion. They also have to match many of the grants they receive, which can be tough.

Persson asked whether Grow: Johnson County or Inside Out Reentry have done fundraising. Boller stated that Grow: Johnson County has done various fundraising activities and reached out to many for assistance. He did add he would be uncomfortable if funding to his organization came because of another organization losing funding. Helling also stated that Inside Out Reentry has looked to several organizations for funding and support. They have been successful getting a small grant from the Johnson County Foundation and the Housing Trust Fund to help with rents. They also have done mailing and internet fundraising campaigns.

The Commission discussed the median allocations and decided to lower the allocation for Big Brother Big Sisters by \$5,000 and United Action for Youth by \$3,000. That \$8,000 plus the \$7,000 available allows for an allocation of \$15,000 to Inside Out Reentry.

Olmstead moved to approve the FY2018 Aid to Agencies allocations as listed in Exhibit A (attached). Harms seconded the motion. A vote was taken and the motion carried 9-0.

Byler suggested that if the adjustment is 20% or less it is adjusted across the board, if more than 20% the Commission reconvenes to discuss.

Lamkins moved that if a plus or minus adjustment of 20% is spread evenly amongst recipients, if more than 20% the Commission will reconvene. Persson seconded the motion. A vote was taken and the motion carried 9-0.

DISCUSS CRITERIA USED IN THE AFFORDABLE HOUSING MODEL:

Byler stated that he and Ackerson met to discuss whether the location model was still serving its purposes and it seemed the consensus at the last Commission meeting was the current model is overly restrictive and not fulfilling the goals to not further exasperate concentration of areas of poverty.

Ackerson explained that after the last meeting he began to go through the GIS data that could be used to shrink the areas that could be used for new rental housing projects. The five criteria he came up with are: bus routes and/or stops; parks; trails; employers; and Quick Care or Mercy Care. Ackerson said if there is a consensus to add these criteria, or some of them, there would be a need to adjust the weighting of the systems existing factors. Even if the Commission decides not to add any new factors, they could just adjust the weights of the current criteria.

Persson asked if any community groups have been asked what concerns them or what criteria they feel is necessary, or if they are content with the current system. Ackerson replied that he did not do any outreach to organizations.

Byler noted that this conversation began in an effort to get more areas added to zones that could have low-income housing. To be eligible an area has to meet certain criteria, and perhaps adding additional criteria will make more areas eligible. The one thing that won't change, no matter what the criteria, is that a piece of land immediately adjacent to an affordable rental will never be eligible.

Olmstead agreed that adding criteria, especially bus routes, are a good idea but it also depends on the hours of operations for the buses. If the person in that neighborhood is working a second or third shift that criteria may not be of value.

Hightshoe noted that Staff has talked with a few of the providers such as the Housing Coalition and they are interested in having more areas available to have affordable housing.

Seiple added that employers in the area should be criteria, there are certainly gaps in the transit system but it does help. Hightshoe questioned what constitutes an employer, if a gas station would suffice, or does it have to be an employer with a minimum number of employees. That could make a difference in the weight of the criteria. Seiple shared with the Commission the research she did, beginning with the model the State uses and that the size of the employer does affect the weight of that criterion.

Byler asked if the Commission agrees that the criteria of bus stops and employers should be added. Lamkins said perhaps they could add criteria incrementally to make more areas available, and it is logical to start with transportation and employment.

Byler stated his opinion that distance to existing assisted rental housing should be taken down on the priority list, elementary school free & reduced lunch rate should be taken up on the priority list, and transportation and employment-based criteria should be added.

Ackerson noted he failed to add to the proposed list the number of rental permits in an area, which was brought up at the last meeting as a factor.

Conger suggested that the school and free & reduced lunch rate not just be switched with distance to existing rental housing in weighting.

The Commission discussed all the criteria and what they meant so to better understand if the current criteria weights should be adjusted.

Persson asked if any other models were available to reference. Seiple found a model from Raleigh North Carolina and their criteria was basically if it were a majority or minority neighborhood, or if the population had 30% or more living below the poverty level.

Ackerson, Hightshoe and Byler will work on creating a few options with new criteria and weighting models to be shared at the next meeting for discussion.

Will Jennings (Northside Neighborhood Association) has lived in Iowa City since 1975 and suggests that when looking at bus routes and/or stops that there are distinct differences in primary bus routes with multiple options for connections. Not all bus stops are equal. He also spoke about the distance to existing rental housing and that disbursement was a positive thing, especially in his neighborhood (being so close to campus and student housing). Programs like UniverCity have helped tremendously to get owner-occupied homes in their neighborhood, which has increased the community within their neighborhoods and would not want to see that diminished with more rental housing.

Charlie Eastham (Affordable Housing Coalition) hopes that whatever model the Commission arrives at does decrease the amount of parcels in the City that are not available for affordable housing. The current map has been a huge impediment to most low-income housing providers and families.

OVERVIEW OF HOUSING PRO FORMA TEMPLATE:

Byler suggested deferring this item until the next meeting.

Exhibit A

Agency	FY18 Request	HCDC Recommendation
4 C's Community Coord. Child Care	\$17,000	\$15,000
Arc of Southeast Iowa	\$15,000	\$ -
Big Brothers / Big Sisters	\$30,000	\$15,000
Crisis Center of Johnson County	\$47,450	\$40,000
Domestic Violence Intervention Program	\$50,000	\$40,000
Elder Services Inc.	\$75,000	\$25,000
Four Oaks - Pal Program	\$4,000	\$ -
Free Lunch Program	\$16,000	\$16,000
Girl Scouts of Eastern Iowa and Western Illinois	\$15,000	\$ -
Grow: Johnson County	\$25,000	\$ -
Handicare Inc.	\$22,000	\$ -
Housing Trust Fund of JC	\$24,000	\$24,000
IC Free Medical/Dental Clinic	\$20,000	\$15,000
ICCSA Family Resource Centers	\$55,000	\$ -
Inside Out Reentry Community	\$59,168	\$15,000
Iowa Jobs for American's Graduates (iJAG)	\$15,000	\$ -
Iowa Youth Writing Project	\$18,000	\$ -
Melrose Daycare	\$15,000	\$ -
National Alliance on Mental Illness of Johnson County	\$15,000	\$ -
Neighborhood Centers of JC	\$65,000	\$43,700
Pathways Adult Day Health Center	\$15,000	\$15,000
Prelude Behavioral Services	\$25,000	\$15,000
Rape Victim Advocacy Program	\$20,000	\$15,000
Shelter House	\$70,000	\$50,000
Systems Unlimited	\$15,000	\$ -
Table to Table	\$10,000	\$ -
United Action for Youth	\$43,380	\$35,000
Total Request:	\$800,998	\$378,700

**MINUTES
HOUSING AND COMMUNITY DEVELOPMENT COMMISSION
FEBRUARY 16, 2017 – 6:30 PM
SENIOR CENTER, ASSEMBLY ROOM**

FINAL

MEMBERS PRESENT: Peter Byler, Syndy Conger, Christine Harms, Bob Lamkins, John McKinstry, Harry Olmstead, Dorothy Persson, Emily Seiple, Paula Vaughan

MEMBERS ABSENT: None

STAFF PRESENT: Kris Ackerson

OTHERS PRESENT: Roger Goedken, Maryann Dennis, Steven Rackis, Mark Patton, Becci Reedus, Kari Wilken, Anthony Smith

RECOMMENDATIONS TO CITY COUNCIL:

By a vote of 9-0 the Commission recommends to approve the proposed HCDC Bylaws Amendments.

CALL MEETING TO ORDER:

Byler called the meeting to order at 6:30 PM.

APPROVAL OF THE JANUARY 19 AND FEBRUARY 9, 2017 MINUTES:

Olmstead moved to approve the minutes of January 19, 2017. Vaughn seconded the motion. A vote was taken and the motion passed 8-0 (Conger absent).

Olmstead moved to approve the minutes of February 9, 2017 with minor edits. Seiple seconded the motion. A vote was taken and the motion passed 8-0 (Conger absent).

PUBLIC COMMENT FOR TOPICS NOT ON THE AGENDA:

None.

QUESTION/ANSWER SESSION REGARDING FY18 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME) FUNDING - APPLICATIONS AVAILABLE ONLINE AT <http://bit.ly/2k50LJP>:

Byler stated they would review the applications in the order they are in the agenda packet.

Roger Goedken (Executive Director, Successful Living) stated the application was to purchase two houses, requesting the down payments for a total of \$72,000.

Byler asked for some background on the application. Goedken stated they wish to purchase two homes that will house 10 people. They are looking for three or four bedroom homes that they can convert into five bedroom homes. Byler asked if those five occupants include a full-time caregiver. Goedken said the housing would provide for chronically mental ill persons

who would have 24-hour caregiving.

Byler asked about the organization's decision to sell the large group home. That home housed 20 persons and now with these two new homes they will only house ten. Goedken said the Board decided to sell the 21-room house on Dubuque Street because it was unmanageable, hard to staff and too many police visits. They have already purchased another home, so they are housing five persons at that house so the end net will be 20 persons down to 15. They do hope to be able to continue to address the needs of the community.

Byler asked if they had already found the homes to be purchased. Goedken said they do have a realtor on board who is assisting them, and they were able to locate and purchase three houses within three months.

Vaughn asked about the vacancy rate. Goedken said that compared to the vacancy rate in Iowa City (which is somewhere around 0.5 percent) their tenants tend to be more difficult which leads to high turnover and vacancies.

McKinstry noted he only lives half a block away from the former Dubuque Street home and was not concerned about the home or the police complaints. They were good neighbors (better than the fraternity) and he was sad to see them go. Goedken stated that the fraternity that moved in is a dry house.

Byler noted that the Commission does not know what their budget will be, but if the budget dictates allowing only a partial award would they then just purchase one house. Goedken replied that is likely what they would do.

Ackerson noted that in his reading of the application it stated that the vacancy losses were potentially covered by Medicaid which might improve the pro forma and the debt service the applicant provided is higher than what it will be.

Ackerson asked if a tenant has no income, how rent will be paid. Goedken said the biggest barrier is getting the tenants on services (a notification of authorization or notification of decision is required for any services and hard to obtain). Rent is often attached to getting the services, once a person gets on Medicaid the services start to fall into place. However ability to pay the rent is not a barrier for someone to move into one of the homes; sometimes they waive rent the first month until the services kick in.

Mary Ann Dennis (The Housing Fellowship) has one application for \$100,000 for affordable rental rehab. She explained these are five dwelling units they have owned for several years and have been in service as affordable rental housing. They are now in need of substantial rehabilitation.

Persson asked if the Commission only partially funded the project would they still rehab what they could. Dennis acknowledged that was correct.

Olmstead noted that the application states that property taxes are tax exempt. Dennis confirmed that was correct.

Byler questioned an application for rehab on existing homes rather than acquisition of new homes, and if there is not a possibility of using the equity on the homes to fund the rehabs. Dennis stated they recently received a State HOME award for acquisition, and to assist in funding that project The Housing Fellowship Board agreed to use the equity in the existing homes. The bank pools all of The Housing Fellowship properties into one big loan. Dennis also noted that they do budget for capital improvements each year from their cash reserves as well as rely on HOME and CBDG funds.

Olmstead asked if they ever receive in-kind donations for rehabs. Dennis stated that with HOME funds it is required to bid competitively all projects. They have done projects in the past with just Housing Fellowship funds and contractors have donated their time.

{Conger joined the meeting}

Byler then moved onto the other Housing Fellowship application, which was for annual CDHO operating expenses.

Ackerson stated that the HOME program allows an organization to set aside a certain percentage of funds for operations because operating a CDHO requires additional staff and training.

Persson noted that since she has been on the Commission they have always supported the CDHO operating expenses.

Steven Rackis (Iowa City Housing Authority) discussed a \$200,000 request to fill in a gap in federal funding. They may not know their exact funding from the government until July. He mentioned their payments are going up seven to eight percent, in 2016 they averaged about \$500,000 in housing assistance payments per month and the average utilization with vouchers was 98%. In January 2017 they had 100% of the vouchers utilized and the housing payment was over \$600,000. They are anticipating they will not be able to support the 98-100% voucher rates so with the additional HOME they feel they can continue to assist all the vouchers.

Byler asked about the expectation of a \$700,000 gap they are anticipating. Rackis confirmed that yes, just for calendar year 2017 that is the anticipated gap. Byler asked then if \$200,000 or some amount comes out of HOME funds would that mean some vouchers would need to be cancelled. Rackis confirmed that is correct, if the Housing Authority runs out of money they can cancel vouchers at any time.

Byler noted that the fair market rent calculation went up 17%, which caused payment standards to go up 7%, is that due to landlords asking for the increase or does the Housing Authority automatically adjust the payments. Rackis stated that the payment standard has to be set between 90 and 110% of fair market rent per HUD requirements.

Olmstead asked if this is a conflict of interest, as it is a City agency asking for money from the City, has the City Attorney approved this. Ackerson noted it is an eligible project, The Housing Authority is its own entity, and it is a division within the City of Iowa City. Rackis added that The Housing Authority did receive HOME funds in 2011 and have been used in prior years as well. Ackerson said he would run it by the City Attorney to confirm.

Vaughn asked if most of the tenants are in Iowa City. Rackis replied that about 60-68% are in Iowa City. There are some in Coralville and North Liberty. The vouchers are being used in the same pattern as the population pattern in Johnson County.

Seiple shared her concern about someone's housing voucher being cancelled due to funding shortages.

Olmstead asked if all the money from HOME would be used for tenants in Iowa City and not other areas of the county. Rackis said the program is run the same way the Housing Choice Voucher program is run, which allows families to choose where they want to live. There is a lot of senior housing started by tax credits in North Liberty, so they want to allow people to make their choice. The Housing Authority's jurisdiction does also include Iowa County and Washington County north of highway 92, but in the past the City Council has allowed for the HOME funds to be used in Johnson County only.

Byler noted that there is likely to be a \$500,000 shortfall even if there is HOME funding, so wouldn't make sense to take people off the voucher waitlist and lower the utilization rate in case funding gets cut. Rackis acknowledged that some housing authorities are doing that but the risk is HUD looks at what is spent to decide future funding.

Byler and Ackerson discussed future consideration of contingency plans if the Commission agrees to fund the Housing Authority and they do not end up with a budget gap.

Mark Patton (Iowa Valley Habitat for Humanity) the application is for \$90,000 to acquire two lots. Last year they went out to Coralville and Hills and did build one less house. The previous year when they received money for two lots from the Commission they built two homes on Prairie Du Chien Road.

Vaughn asked about the 'no' answer on the application with regards to all government regulations and how they are not in compliance. Patton acknowledged that is an error on the application they are in full compliance with all government regulations. There was a situation four or five years ago where they were out of compliance with a home they had sold three times so they rented the home which was not in compliance with local or HOME regulations.

Ackerson added there should be a correction regarding the property taxes, the report states it is tax exempt but the properties do pay property taxes.

Patton said they are currently looking at two lots on North Dodge Street if funding is received.

Becci Reedus (Executive Director, Crisis Center) stated this is a request for a food pantry remodel and expansion. The Commission visited the site in early February. The total cost for the remodel will be \$296,600. They have been working with an architect for over a year looking at service delivery design. There is not a lot of area to expand so need to see how they can make it work in their current facility. The food bank warehouse was constructed in 2003 and at that time the food bank was distributing about 350 food bags per week. Currently they are assisting about 1,000. In addition, they are coordinating the mobile food

pantries for the county, including a school-based pantry at Tate Elementary School. All of the food is warehoused at the pantry. As part of this expansion they need to add another bathroom, they are out of compliance based on the number of people the food pantry serves.

Byler asked if the \$296,000 was a number that was already the bid and confirmed. Reedus acknowledged it is and that they have already received some funding assistance and will be applying for more. The request for \$100,000 of CDBG funds will still leave them short \$75,000 to \$85,000 that they will have to raise privately. They will be doing a quiet campaign to fundraise.

Harms asked about a new walk-in cooler. Reedus said they researched the cost of a walk-in cooler and it was added to the project because they have turned down donations due to lack of cooler space.

Olmstead commented that with this expansion there will be an increase in costs for the pantry in utilities and insurance. Reedus acknowledged they are aware of that and will look for sustainability grant opportunities. Olmstead the project will improve accessibility and Reedus concurred.

Kari Wilken (Director of Human Resources, Mayors Youth Employment Program) talked about the improvements needed. The first is repaving, second environmental testing, and other miscellaneous improvements. Wilken stated the environmental testing is for soil testing, the location was previously a vehicle repair shop. They are continuing to expand; a space they created in the upstairs of their current building is already at capacity. Therefore they would like to utilize this new building, but must know the environmental concerns are mitigated. If the area cannot be used for expansion, they will use it for parking and storage.

Harms asked if there was a time frame for completing the environmental testing. Wilken said it would be as soon as they get funding. If they only get partial funding from their request, the priority will be the repaving.

Anthony Smith (Little Creations Academy) is requesting \$108,000 for multiple little projects.

Byler noted that rather than move the asbestos tile for the floor replacement, new carpet can be placed on top of the tile and the asbestos. Asbestos mitigation is quite expensive. Vaughn asked though if the tile is bubbled will that be an issue. Byler acknowledged that a flooring contractor would be able to make that assessment. Persson noted that this location is for children and they need to be extra cautious. Smith stated there are places where the tile has gouges and water damage, and if they use carpet tiles and they need to replace a tile, the asbestos tile below will come up with it.

Olmstead asked about the HVAC replacement, and because there is the same square footage for the church and the daycare below, the cost would be shared by both equally. Smith explained they are separate units and are only asking for replacement of the downstairs units.

Ackerson noted the refrigerator was removed from the list of projects, it is an ineligible expense because it is removable, so that removed \$2,800 from the request.

Ackerson also noted that they could fund a location that is housed in a church so long as the activities are non-religious activities and any child can attend the daycare regardless of religion.

Byler thanked all the partners for attending and answering questions about their applications.

Seiple questioned the leveraging calculation. Byler considers any other funds they are receiving as leveraging.

OVERVIEW OF HOUSING PRO FORMA TEMPLATE:

Byler suggested deferring this to another meeting. The Commission agreed.

CONSIDER A RECOMMENDATION TO CITY COUNCIL CONCERNING PROPOSED HCDC BYLAWS AMENDMENTS:

Byler said this is a recommendation due to the change of the end of the term for each Commissioner to June 30, the Chairperson and Vice-Chairperson will be elected annually in July instead of September.

Seiple moved to recommend the proposed HCDC Bylaws Amendments. Vaughn seconded the motion. A vote was taken and the motion passed 9-0.

CONSIDER SCHEDULE FOR MEMBERS TO ATTEND JOHNSON COUNTY AFFORDABLE HOMES COALITION MEETINGS:

Ackerson sends an informal email to see who will be attending. Byler noted that no more than four Commissioners should attend at one time so it will not be seen as a meeting of the Commission.

Olmstead acknowledged that he and Byler are on the Johnson County Affordable Home Board and should attend the meetings.

Byler proposes to have a sign-up sheet drafted each July stating which Commissioners will be attending the Johnson County Affordable Home Coalition meetings.

CORRESPONDENCE:

Ackerson shared a memo in the packet from Steve Rackis regarding a HUD requirement that all public housing units be smoke-free.

Olmstead asked if this includes electronic cigarettes and Rackis confirmed it does.

STAFF/COMMISSION COMMENT:

Byler noted that he and Ackerson had a meeting regarding the location model and it will be on the next meeting's agenda for discussion.

**MINUTES
HOUSING AND COMMUNITY DEVELOPMENT COMMISSION
MARCH 7, 2017 – 6:30 PM
SENIOR CENTER, ROOM 208**

PRELIMINARY

MEMBERS PRESENT: Peter Byler, Syndy Conger, Christine Harms, Bob Lamkins, John McKinstry, Harry Olmstead, Dorothy Persson, Emily Seiple, Paula Vaughan

MEMBERS ABSENT: None

STAFF PRESENT: Kris Ackerson, Tracy Hightshoe

OTHERS PRESENT: Anthony Smith, Steve Rackis, Mary Ann Dennis

RECOMMENDATIONS TO CITY COUNCIL:

By a vote of 9-0 the Commission recommends City Council approval of the following funding:

Housing	Requested Amount	CDBG Recomm.	HOME Recomm.
Successful Living	\$72,000	\$36,000	\$36,000
Habitat for Humanity	\$90,000	\$0	\$45,000
The Housing Fellowship Rehab	\$100,000	\$0	\$86,000
CHDO operations - Housing Fellowship	\$25,000	NA	\$18,000
Housing Authority Rent Assistance	\$200,000	NA	\$175,000
Subtotal	\$487,000	\$36,000	\$360,000
Public Facilities			
Crisis Center Food Pantry	\$100,000	\$85,000	NA
MYEP Facility	\$60,000	\$31,000	NA
Little Creations Academy Daycare	\$107,934	\$73,000	NA
Subtotal	\$267,934	\$189,000	\$0
Total	\$754,934	\$225,000	\$360,000

By a vote of 9-0 the Commission recommends that if the available funds are within 20% of the allocations all will be adjusted accordingly and if it is greater than a 20% differential then the Commission will reconvene.

By a vote of 9-0 the Commission recommends adoption of new criteria and Affordable Housing Location Model to City Council.

CALL MEETING TO ORDER:

Byler called the meeting to order at 6:30 PM.

APPROVAL OF THE FEBRUARY 16, 2017 MINUTES:

Olmstead moved to approve the minutes of February 16, 2017. Persson seconded the motion. A vote was taken and the motion passed 9-0 with minor edits.

PUBLIC COMMENT FOR TOPICS NOT ON THE AGENDA:

None.

**RECOMMENDATION TO CITY COUNCIL REGARDING APPLICATIONS FOR
FY18 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME
INVESTMENT PARTNERSHIPS PROGRAM (HOME) FUNDING –
APPLICATIONS AVAILABLE ONLINE AT [HTTP://BIT.LY/2K50LJP](http://bit.ly/2k50ljp):**

Ackerson showed ratings of all the Commission members. Byler suggested starting by looking at areas of broad consensus.

Persson commented that when she visited these places and looked at what she thinks could potentially happen nationally, she has concerns that there are a couple of groups the Commission need to look at seriously for what they do and the lack of services to certain groups. She based her proposed allocations on that. She has a concern that there is not enough childcare on the east side of town and if women are expected to work and contribute to the households then there needs to be adequate affordable childcare. Persson also discussed the MYEP facility, and also feels they deserve more attention from the Commission.

Seiple asked for clarification on funding public facilities and Ackerson confirmed they can only be made with CBDG funding.

Byler began with the Successful Living project and noted there are six commissioners that agreed to fully fund that project. Hightshoe noted that should be funded under CBDG funds as it may not be HOME eligible (due to vacancy/turnover rates and rental income), but she has called HUD to inquire.

Byler next discussed the Crisis Center Food Pantry request of \$100,000 and it also had six commissioners support to fund. Persson noted that the Commission has supported Crisis Center as well as does the community and she really feels strongly that the other two groups in that section deserve full funding. She feels that if the Commission keeps saying

they want to help families and women the focus needs to be childcare on the east side. Persson also stated that Crisis Center can likely raise the money they need where the other two groups (Little Creations Academy Daycare and MYEP) will not be as successful in raising the money. Byler agreed with Persson but noted that one of the criteria the Commission agreed upon regarding the rankings was instead of penalizing organizations for their ability to raise money, incentivizing people to raise money. Therefore in the scorings the Crisis Center scores higher than Little Creations or MYEP because some of the points are based on leverage. Byler noted the scoring doesn't reflect that any one project is better than another philosophically but just that is the scoring criteria the Commission established.

Olmstead stated that expanding the food pantry is also a way to assist women and children, and particularly single women. Persson agreed but reiterated that if these women can't work because they can't get childcare that is a dilemma.

Harms noted that in her experience with raising her four children alone, she absolutely needed childcare because she worked full-time and had a difficult time finding affordable options. She agrees that not only is there a big need, not only on the east side, but in the whole community, for childcare. She also acknowledged she went to the Crisis Center, but agrees that the Crisis Center has the ability to raise funds and knows that is where people in the community want to support, rather than for new childcare options.

McKinstry stated he also used the weighting criteria and felt the Crisis Center was higher than the other two in the category of being able to leverage funds. He noted that for 25 years the church where he served had a daycare and he believes in that, but the question he asked himself was what is hurt the most by no funding. The Crisis Center was always one of his first calls when he had someone in need so he understands their importance. The MYEP project is money mostly for parking, and while McKinstry agrees parking is important and will help the efficiency of the whole operation, Habitat doesn't build housing for cars. He feels MYEP needs to have more information on the execution of their plan, and perhaps the funding could be awarded next year.

Persson stated she found the criteria was difficult to follow because it didn't take into account what the Commission had funded in prior years nor the advice they had given to the organizations in prior years.

Olmstead asked if an agency does not use the funds that are allocated, what happens to those funds. Hightshoe stated the funds had to be used.

Byler asked of the six commissioners that allocated full funding to the Crisis Center if there was anyone, based on this evening's discussions, who would like to change their allocation. Harms noted that it depends on if Successful Living comes out of HOME or all CBDG funds.

Byler moved onto Habitat for Humanity. The \$90,000 requested is to purchase two lots so it makes sense to either fund them fully at \$90,000 or for half (\$45,000) so they could buy at least one lot. From the commissioners rankings, the median and mean are both closer to \$45,000.

Persson declared that they should be looking at the ability to serve the most people with the little funds available.

Next discussed was The Housing Fellowship, there was comprehensive agreement to fund the CHDO operations at \$18,000.

The Housing Authority Rental Assistance median was \$182,000 and there four commissioners wished to fund at the full amount.

Hightshoe noted that the budget is being executed differently this year, and all program funds will be allocated out so there will not be any funds available if a project goes over or for any administrative allocations.

Byler discussed the Successful Living project again and the rental income. Hightshoe said the City has to underwrite to fund, so if the project falls out of compliance with HOME guidelines the City has to return the money. The Commission agreed to put one house (\$36,000) in each column (HOME & CDBG) and if at the time of the underwriting the City doesn't feel the HOME criteria will be met, those funds could be allocated to another project. That then frees up some funds in CDBG for allocation. With that allocation, and allocating \$175,000 to the Housing Authority Rental Assistance that would leave \$86,000 for The Housing Fellowship Rehab which is less than requested but close. That also then leaves \$189,000 for the three public facilities projects.

The Commission discussed the allocation of \$189,000 to the three public facilities projects and the consensus was the ranking of Crisis Center, Little Creations Academy Daycare, and then MYEP. Giving MYEP enough to complete their environmental testing to see if the parking lot expansion was even feasible, as well as some other small projects.

Vaughan agreed that the daycare should be a funding priority and then perhaps they will have something to show so they can begin to fundraise.

Conger stated she based her scoring criteria on the leveraging and also on the number of people being served and community impact. All projects are worthy.

Persson asked Little Creations Academy Daycare where they would be able to raise money.

Anthony Smith (Little Creations Academy) stated that they are 100% government assisted and do not have any private funding. Of course any allocation would help, even if not fully funded.

Lamkins asked about the room dividers that the daycare is requesting. Smith responded that the daycare has to have a certain amount of square footage per room, so there have to be divided rooms. Each age group needs to be in its own area as the square footage differs per age group and how much square footage per each child in that age group.

McKinstry noted that the furnace system is high-efficiency and of course the furnace guy will say it needs to be replaced but it can be maintained and last longer than the 15 years quoted.

There was a consensus on the funding for the public facilities.

With regards to HOME funds, Persson asked if Housing Authority Rental Assistance doesn't need all their funds, how those will be reallocated.

Steven Rackis (Iowa City Housing Authority) stated that all funds would be allocated, they would be able to move more applicants off the waiting list and get them into decent and affordable housing.

Byler thanked the Commissioners for all their comments and acknowledged that the ability to raise funds is not always a measure of the number of people an organization is helping, but the Commission agreed to put a priority on matching funds.

Lamkins moved and Conger seconded, to approve the funding recommendations as:

Housing	Requested Amount	CDBG Recommendation	HOME Recommendation
Successful Living	\$72,000	\$36,000	\$36,000
Habitat for Humanity	\$90,000	\$0	\$45,000
The Housing Fellowship Rehab	\$100,000	\$0	\$86,000
CHDO operations - Housing Fellowship	\$25,000	NA	\$18,000
Housing Authority Rent Assistance	\$200,000	NA	\$175,000
Subtotal	\$487,000	\$36,000	\$360,000
Public Facilities			
Crisis Center Food Pantry	\$100,000	\$85,000	NA
MYEP Facility	\$60,000	\$31,000	NA
Little Creations Academy Daycare	\$107,934	\$73,000	NA
Subtotal	\$267,934	\$189,000	\$0
Total	\$754,934	\$225,000	\$360,000

A vote was taken and the motion passed 9-0.

Conger moved and Persson seconded that if the available funds are within 20% of the allocations all will be adjusted accordingly, if it is greater than a 20% differential the Commission will reconvene. A vote was taken and the motion passed 9-0.

**CONSIDER A RECOMMENDATION TO CITY COUNCIL REGARDING
AMENDED AFFORDABLE HOUSING LOCATION MODEL:**

Byler reiterated that the Commission had talked about some different criteria or different ways to view the current criteria. There was seven different criteria used before, all with different weightings, so to begin they looked back at the original three goals of the affordable housing model (to not further burden school districts with a higher concentration of poverty, to spread affordable housing as much as possible throughout the City, and finally to interact with the School District and see what their thoughts were) and then Byler and Ackerson boiled that down to three actionable criteria. Those criteria were the free and reduced lunch rates at the elementary schools, the crime density of the neighborhoods, and the distance to existing affordable housing while not penalizing neighborhoods or blocks that have one unit of affordable rental housing. Byler explained that the old criteria stated that if there was one affordable rental unit that would create a 400 foot bubble where there could not be a second affordable rental unit. Ackerson then took an average density of affordable housing on the map, kept the 400 feet rule, and it showed two rental units was about 10% in a lot of cases. Then they used that 10% number and applied it to the 400 foot rule and said in any given 400 foot bubble if there are two affordable rental units in that bubble a third cannot be added, but if there is only one, a second could be added to get up to the 10% approximate density. By making that change, it allows for areas that have a single affordable rental unit back as options for more affordable rental units. Byler stated that with the school criteria they just drew a line at 50%, so if the elementary school is above 50% free and reduced lunch then that area is not eligible for additional affordable housing units. That affects four elementary school areas. Byler noted that in 2019 the school boundaries will change, so that will need to be discussed.

Ackerson explained the crime density criterion is based on the number of police calls to an area. All crime calls unrelated to drugs, alcohol, and violence are removed and then evaluate the density of those calls across the City. Ackerson said if crime density should be a factor, the Commission can decide at what level is the density too high. The map as drawn currently includes the top five percent of the crime calls, and almost all of that is in the downtown area which is exempt from the affordable housing model criteria. If the percentage is raised, say to 10 or 15 percent, there would be an increase in other areas.

Mary Ann Dennis (The Housing Fellowship) added that the Riverfront Crossings Area is also exempt from the affordable housing model criteria and it is for affordable housing rentals for families, not for the elderly or disabled. She added that the new map Byler and Ackerson worked on is much improved but it doesn't take into consideration when talking about the FRL (free and reduced lunch) if the school district is busing children in. Also not all of the children who need the English as a second language classes (usually low income families) are not accounted for correctly, because not all elementary schools have those classes.

Byler noted that the school district does not do any busing to adjust for FRL and in the