**To: Community Development Commission**

**From: Randy Cole**

**Date: 6/16/2017**

**Subject: 6/21/2017 CDC Agenda Item Summary Memo**

Overview

The purpose of this memo is to provide a brief summary of the 6/21/2017 CDC meeting agenda items. This memo provides a brief staff update on each of the agenda items requiring staff input.

Staff Report

Commissioners should utilize the following 4 tools in determining annual funding allocations:

1. Funding Percentages established through Council Policy Resolution.
2. 2015-2019 Consolidated Plan (Deliverables, or annual project goals).
3. Most recent Community Needs Survey Data.
4. Commissioner Ratings of Proposals.

*Funding Percentages*

The Council Policy funding resolution utilizes the following percentage windows as a guide for determining annual allocations. 2015-2019 Consolidated Plan goals and deliverables were developed by utilizing the mid-point of the 5 project categories: Affordable Housing, Neighborhood Needs, Economic Development, Community Facilities, and Fair Housing. The percentages are as follows:

CDBG

25-40% Affordable Housing

20-50% Neighborhood Needs

10-50% Economic Development

0-30% Community Facilities

0-5% Fair Housing

0-18% Administration

HOME

 15% Community Housing Development Organizations (HUD Mandate)

 75% Rehabilitation, new construction (rental or owner occupied), homebuyer assistance

10% Administration

*2015-2019 Consolidated Plan (Deliverables, or annual project goals)*

FY2018 is the fourth year of the City’s 2015-2019 consolidated plan cycle. Commissioners are encouraged to review annual project goals according to the Consolidated Plan as part of making funding determinations for projects to be funded. The Consolidated Plan includes a list of “deliverables” or projects to be completed within the 5 year period. The following list breaks these down into 1-year goals by dividing the deliverables by 5. Annual Consolidated Plan deliverables are as stated below:

1. Vocational training for 14 persons.
2. Microloans for 3 businesses.
3. Comprehensive rehabilitation for 10 homes.
4. Minor home repairs including accessibility improvements for 40 homes.
5. Code enforcement of 75 homes.
6. Homebuyer assistance for 13 homes.
7. Homebuyer education for 90 persons.
8. Construction of 3 owner occupied affordable homes.
9. Development financing for MHDC project (2 over 5 year period).
10. Sidewalk projects (5 over 5 year period).
11. Construction of bus shelters (5 over 5 year period).
12. Demolition of 3 dilapidated structures.
13. Fair housing education to 30 low-income households.
14. Fair housing education to 15 housing professionals.
15. Fair housing counseling to 10 low income households.
16. Acquisition, expansion, or renovation of community facilities (5 over 5 year period).

***Most recent Community Needs Survey Data.***

**City staff completed the annual Community Development Needs Survey in the spring of 2016. The City received 362 responses from the public. This is the most surveys received on record. Survey results are as seen below:**

***Commissioner Rating of Proposals***

**City staff exported all commissioner ratings out of the Apricot system and into excel. Staff then formulated a graph that includes the average commissioner score for each proposal. Proposal ratings are as seen in the following graph:**

CDBG/HOME Staff Funding Recommendations According to Rating

The two charts on the following pages display staff recommendations to begin the funding recommendations discussion. The recommendations are based on commissioner ratings, survey data, and Con-Plan Deliverables. The recommendations should be viewed as a guide for Commission discussion and as a tool for making a final funding recommendation decision. Staff recommends the Commission move funding as desired to obtain consensus on recommendations to Council.

The Council Policy Resolution allows the City to go outside of funding percentages for the following reasons:

1. To ensure the City is proportionally meeting its 5-year Consolidated Plan goals for all categories;

2. When a unique project can only be implemented with the level of funding requested;

3. When no funding requests are submitted within a specific category;

4. Or, when funding request(s) within a category are not associated with a viable proposal.

City staff recommends the Commission vote upon recommended homeless day center funds prior to determining CDBG recommendations. CDBG and HOME funding recommendations are as follows:

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| **2017 Community Development Commission Funding Recommendations-CDBG** |
| **Organization** | **Activity** |  **Request**  | **Rating** |  **Funding Recommendation**  | **Percent of Total Funding** |
|   |  |  |  |  |   |
| Housing 25-40% |   |   |   |   |   |
| SIL | Home Modification and Accessibility |  $ 119,350  | 46 |  $ 105,000  |   |
| CD Dept. | Home Rehab and Repair Programs |  $ 194,880  | 44 |  $ 160,000  |   |
| CD Dept. | Homeownership Assistance |  $ 10,000  | 44 |  $ 8,000  |   |
| CD Dept. | Demolition & Acquisition Program |  $ 90,000  | 41 |  $ 30,000  |   |
| CD Dept. | NRT Code Enforcement |  $ 35,000  | 39 |  $ 30,000  |   |
| Subtotal |  |  $ 449,230  |  |  $ 333,000  | 40% |
|   |  |  |  |  |   |
| Neighborhood Needs 20-50%  |   |   |   |   |
| Show-Me Habitat for Humanity | Brown Station Rd. Development |  $ 200,000  | 42 |  $ 85,000  |   |
| City of Columbia | Garth, Sexton, Oak & Lynn Sidewalks |  $ 119,548  | 41 |  $ 80,000  |   |
| Subtotal |  |  $ 200,000  |  |  $ 165,000  | 20% |
|   |  |  |  |  |   |
| Economic Development 10-50%  |   |   |   |   |
| Job Point | Vocational Training |  $ 110,000  | 44 |  $ 102,700  |   |
| Subtotal |  |  $ 110,000  |  |  $ 102,700  | 12% |
|   |  |  |  |  |   |
| Community Facilities 0-30%  |   |   |   |   |
| CMCA | Worley Head Start  |  $ 85,000  | 43 |  $ 70,000  |   |
| Job Point | Facility Purchase  |  $ 275,000  | 39 |  $ -  |   |
| YEZ | Facility Construction |  $ 250,000  | 36 |  $ -  |   |
| Family Health Center | Renovations |  $ 67,944  | 35 |  $ -  |   |
| Subtotal |  |  $ 677,944  |  |  $ 70,000  | 8% |
|   |  |  |  |  |   |
| Fair Housing 0-5% |   |   |   |   |   |
| Fair Housing Set-Aside | Counseling, outreach and education |  $ 14,000  |  |  $ 14,000  |   |
| Subtotal |  |  $ 14,000  |  |  $ 14,000  | 2% |
|   |  |  |  |  |   |
| Administration 0-5% |   |   |   |   |   |
| CD Dept. |  |  $ 150,300  |  |  $ 150,300  |   |
| Subtotal |  |  $ 150,300  |  |  $ 150,300  | 18% |
|   |  |  |  |  |   |
| Total |  |  $ 1,601,474  |  |  $ 835,000  |   |
| Funds Available |  |  |  |  $ 835,000  |   |
| Public Service Cap 15% x $835,000 (Homebuyer Classes, Vocational Training, Fair Housing Counseling) | 15% |

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| **2017 Community Development Commission Funding Recommendations-HOME** |
| **Organization** | **Activity** |  **Request**  | **Rating** |  **Funding Recommendation**  |
| Columbia Housing Authority | Bryant Walkway II |  $ 100,000  | 47 |  $ 100,000  |
| CD Dept. | Homeownership Assistance |  $ 170,000  | 44 |  $ 164,250  |
| Show-Me Central Habitat for Humanity | Boone Prairie |  $ 50,000  | 42 |  $ 47,000  |
| CHDO-15% Set-Aside |  |  $ 62,250  |  |  $ 62,250  |
| Administration-10% |  |  $ 41,500  |  |  $ 41,500  |
| Total |  |  $ 423,750  |   |  $ 415,000  |
| Funds Available |  |  |  |  $ 415,000  |