

City of Flagstaff



Leah Bloom - Housing and Grants Administrator
Martina Kuehl – Kuehl Enterprise, LLC
April 12, 2016

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CDBG OVERVIEW

Federal grant program administered by the Department of Housing and Urban Development (HUD).

National and Primary Objective

The development of viable urban communities through the provision of the following, principally for low and moderate income persons:

- Decent housing
- A suitable living environment
- Economic opportunity

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CDBG OVERVIEW

The funding can be allocated as City Council determines based on council priorities and

- Needs identified in the Consolidated Plan
- One or more of the Primary Objectives
- The National Objective

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HOW DOES THE CITY ACCESS THE FUNDS?

- **Analysis of Impediments to Further Fair Housing Choice** -
Every 5 years Due May 15, 2016
- Provides guidance in overcoming Fair Housing Impediments
- **Consolidated Plan** - Every 5 years – Due May 2016
- Tells HUD what the community needs are and outlines goals and statistics to address those needs
- **Annual Action Plan** – Due May 15, 2016
- Tells HUD what the City is going to do with its annual CDBG allocation
- **Consolidated Annual Performance Evaluation Report (CAPER)** Due September
- Reports to HUD the City's accomplishments with its annual CDBG allocation

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PUBLIC PARTICIPATION PROCESS

Completed

5 Public Meetings & Multiple Surveys

- January 6 & 22, 2016
- February 15, 2016
- April 12, 19 2016

Open Grant Proposal Process

- January 6 – February 5, 2016

Draft Consolidated Plan, Analysis of Impediments to Further Fair Housing, & Annual Action Plan for Public Comment

- March 1 – April 15, 2016

Proposal Ranking Committee with Citizens & Staff

- March 4, 2016

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TONIGHT



1. Analysis of Impediments to Further Fair Housing Choice
2. 5 Year Consolidated Plan
3. Annual Action Plan Process
 - i. Proposals Received
 - ii. Funding Recommendations
4. Requesting Council Approval of Resolution Numbers
 1. 2016-15 Consolidated Plan
 2. 2016-16 Analysis of Impediments
 3. 2016-17 Annual Action Plan (April 19 Council Meeting)

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2016 Analysis of Impediments to Further Fair Housing Choice

Resolution No. 2016-16



Martina Kuehl – Kuehl Enterprise, LLC

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ANALYSIS OF IMPEDIMENTS TO FAIR HOUSING CHOICE (AI)

- Required for receipt of CDBG funding
- Identifies fair housing problems (impediments) faced by people seeking housing in Flagstaff
- Develops a Plan of Action to address current impediments
- Final AI
 - New HUD requirements
 - Fair Housing Assessment
 - Due by August 15, 2020



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PROCESS

- Public and Stakeholder Consultation
 - Fair Housing Forum – Southwest Fair Housing Council
 - January 22, 2016
 - 17 attendees
 - Survey - 159 responses
 - Interviews
- Data Analysis
 - HUD eCon Planning Suite
 - Fair Housing Complaints & Testing
 - Home Mortgage Disclosure Act
 - 2010 Decennial Census and 2007/11 American Community Survey
- Regulation, Policy, Ordinance Review
- National Studies

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IDENTIFIED IMPEDIMENTS AND ACTION PLAN

6 Identified Impediments

1. Housing Discrimination
2. Community Education
3. Fair Housing Monitoring
4. Minority & Low Income Areas of Concentration
5. Lending Discrimination
6. Disability Accessibility

Action Plan

- Primary Focus = Education and Outreach
- Activities reported in Consolidated Annual Performance Report submitted to HUD

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EDUCATION AND OUTREACH ACTION PLAN

- Annually proclaim Fair Housing Month in April
- Publish fair housing information in (for example) local newspapers, neighborhood and City newsletters, utility bills and on the City website
- Sponsor a Fair Housing event in spring
- Sponsor fair housing training. Include information regarding
 - Landlord/tenant issues
 - Disability accessibility and adaptability for persons with disabilities
- Distribute fair housing referral information in English and Spanish and encourage complainants to contact the Arizona Attorney General's Office, HUD, or the Southwest Fair Housing Council

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EDUCATION AND OUTREACH ACTION PLAN

- Display the Fair Housing Logo on business cards and in program marketing information
- Maintain a Fair Housing page on the City website
- Display fair housing posters and make fair housing materials available in Flagstaff public facilities and to nonprofit and faith-based organizations
- Encourage minority and lower-income households to seek housing counseling from HUD-certified housing counseling agencies
- Provide information to housing counseling agencies to assist them in educating minority and lower-income households about housing options in Flagstaff, including those outside of minority and low-income concentration areas

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ADMINISTRATIVE ACTION PLAN

- Track the volume of residents, landlords and industry stakeholders participating in community education activities
- Participate in the Arizona Fair Housing Partnership and work with them to discourage predatory lending and other discriminatory practices in Flagstaff
- Maintain an assigned City ADA Accessibility Specialist
- Encourage the development of housing accessible to or adaptable for persons with disabilities
- Update the City's fair housing complaint log to include: a brief summary of the complaint, date of contact, protected basis, housing tenure, and to whom the complainant is referred

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NEXT STEPS & QUESTIONS

- **Public comment period ends April 15, 2016**
- **Incorporate any written comments into Plan**
- **Submit to HUD by May 15, 2016**



Questions?

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5 Year Consolidated Plan

Resolution No. 2016-15



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5-YEAR HUD CONSOLIDATED PLAN

- Quantifies need/demand for CDBG activities
- Establishes priorities for and planned uses of CDBG funds
 - About \$550,000 annually
- Elements based on Assessments
 1. Affordable housing
 2. Homelessness and special needs populations
 3. Non-housing community development
 4. Barriers to affordable housing
 5. Lead-based paint
 6. Anti-poverty
 7. Institutional Structure and Coordination

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PROCESS

- **Public and Stakeholder Consultation**
 - Continuum of Care Meeting
 - 2 Public Meetings
 - January 6, 2016
 - February 16, 2016
 - Survey
 - 63 responses
- **Data Analysis**
 - HUD eCon Planning Suite
 - Primarily 2011 data
 - Prior funding requests and uses

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STRATEGIC PLAN - FOUR PRIORITY AREAS

1. Revitalization, Public Facilities & Infrastructure
 2. Public Services & Economic Opportunities
 3. Homelessness
 4. Decent Affordable Housing
- HUD allows two priority designations
 - High = likely to be funded
 - Low = funded as opportunities arise

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TARGET AREAS

- The City has designated four target areas. These target areas encompass many of the areas of low-income and minority concentration and include:
 - **Sunnyside**
 - Census Tract 3, Block Group 2, 3, & 4.
 - **Southside**
 - Census Tract 8, Block Group 1.
 - **Pine Knoll**
 - Census Tract 8, Block Group 2.
 - **La Plaza Vieja**
 - Census Tract 11.02, Block Group 1 & 3



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REVITALIZATION, PUBLIC FACILITIES & INFRASTRUCTURE

Activity	Special Population	Priority Level	5-year Goal
Priority Need: Revitalization, Public Facilities & Infrastructure			
Facility Improvements	X	H	5 projects 500 people
ADA Accessibility Improvements	X	L	2 projects 500 people
Land Acquisition for Affordable Housing Development		L	1 project 5 households
Infrastructure for Affordable Housing Development		L	1 project 5 households

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PUBLIC SERVICES & ECONOMIC OPPORTUNITIES GOALS

Priority Need: Public Services & Economic Opportunities			
Activity	Special Population	Priority Level	5-year Goal
Service and Facility Operating Support	X	H	5 projects 2,000 people
Employment & Job Training Support Services		L	1 project 5 people
Housing Stabilization Services including Eviction/Foreclosure Prevention and Legal Services		H	500 households

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HOMELESSNESS ACTIVITY GOALS

Activity	Special Population	Priority Level	5-year Goal
Service and Facility Operating Support, including Outreach	X	H	5,000 people
Increase number of emergency /transitional shelter beds for families	X	H	20 beds
Increase supply of permanent supportive housing	X	H	15 beds

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DECENT AFFORDABLE HOUSING GOALS

Activity	Special Population	Priority Level	5-year Goal
Owner-occupied Housing Rehabilitation		H	25 units
Rental Housing Construction		H	5 units
Owner Housing Construction		H	2 units
First-time Homebuyer Assistance		H	25 households
Rental Housing Rehabilitation		L	10 units

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NEXT STEPS & QUESTIONS

- Public comment period ends April 15, 2016
- Incorporate any written comments into Plan
- Submit to HUD by May 15, 2016



Questions?

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2016/2017 Annual Action Plan

Resolution No. 2016-17



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COUNCIL DIRECTION AND STAFF RESPONSIBILITIES

Council CDBG Priorities Established January 2015

- Housing
- Homelessness
- Neighborhood Revitalization
- Mentally ill and/or Serial Inebriate Population

City Staff Responsibilities

- Conduct proposal process
- Determine activity eligibility
- Assess activity viability
- Conduct agency risk assessment
- Provide recommendations to the City Council

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CONDUCTING RISK ASSESSMENT FOR EACH PROPOSAL

The City of Flagstaff is the Responsible entity to the HUD

- Meeting community needs identified in the Consolidated Plan
- Ensure compliance with federal regulation

Past Performance and Success Measures

- Require significant additional data to be collected
- Agencies collaboration efforts and systems design tools

Organizational Experience

- Federal grant experience
- Review staff resumes

Financial Capacity and Timeliness of Expenditure

- Rate of Expenditure
- Review financial audit
- Budget analysis
- Sufficient leverage
- Grant request is realistic

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PROPOSAL SCORING CRITERIA EXAMPLES

Ranking committee considers each proposal and scores them based on items such as:

- National and Primary Objectives
- Council's CDBG Priorities
- Target Neighborhood Location
- Community Need
- Collaboration Efforts
- Budget
 - Leverage & Cost Effectiveness

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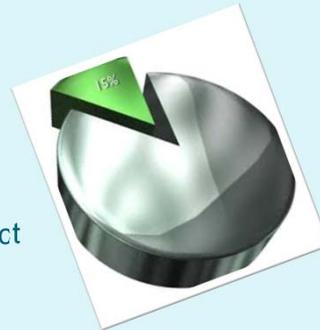
HOW MUCH MONEY ARE WE TALKING ABOUT?

16/17 Entitlement	\$599,050.00
Prior Year Program Income	\$31,957.00
Reallocated Funds	\$9,786.00
Total	\$640,793.00

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DISTRIBUTION ALLOWED BY HUD

- Public Service Activities
 - (15% cap) - \$94,600
- Administration
 - (20% cap) - \$126,000
 - \$55,349 for a 10% estimated indirect
- Eligible Housing Activities
 - \$420,133



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HOW MUCH MONEY ARE WE TALKING ABOUT FOR EACH CATEGORY?

Public Service (15% cap)	\$94,600.00
Housing Activities	\$420,193.00
Admin/Grant Compliance and Indirect (20% cap)	\$126,201.53
Recommending	\$126,000.00

- *Estimated City Indirect at 10% = \$55,349*
- *Admin/Grant Compliance = \$70,651*

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PUBLIC SERVICE PROPOSALS \$94,600

Agency	Proposal/Project	Request	Ranking
Flagstaff Shelter Services	Operational Assistance for Housing Services & Winter Overflow Shelter	\$70,000	144
Coconino County Community Services	Housing Stabilization	\$60,750	105
Catholic Charities Community Services	Operational Assistance for Cedar Rose Family Shelter	\$30,000	104
DNA People's Legal Services	Eviction Prevention	\$11,400	88
Dorsey Manor Rescue Mission	Operational Assistance for a Case Manager	\$35,000	81
Total:		\$207,150	

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HOUSING PROPOSALS			
\$420,193			
Agency	Proposal/Project	Request	Ranking
Flagstaff Shelter Services	Energy Improvement Rehabilitation	\$19,800	128
Housing Solutions of NA	Financial Assistance & Counseling	\$120,000	127
Northland Family Help Center	Minor Rehabilitation	\$25,154	84
Arizona Conservation Corp	Rose Street Meeting Space Rehabilitation	\$85,000	27
City of Flagstaff	Owner Occupied Housing Rehabilitation	\$150,000	Internal
City of Flagstaff	Hal Jensen Community Center Improvements	\$105,239	Internal
		Total	\$505,193

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PUBLIC SERVICE RECOMMENDATIONS						
15% = \$94,600						
Total Available Public Service Funding (15%): \$94,600						
Agency	Proposal/Project	Request	Recommendation	Ranking	Served	
Flagstaff Shelter Services	Operational Assistance				650	
Flagstaff Shelter Services	Winter Overflow Shelter	\$70,000	\$70,000	144	individuals	
Coconino County Community Services	Housing Stabilization	\$60,750	\$24,600	105	24 households	
		Total	\$94,600			

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HOUSING ACTIVITIES RECOMMENDATIONS					
Total Available Housing Funding: \$420,193					
Agency	Proposal/Project	Request	Recommendation	Ranking	Served
Flagstaff Shelter Services	Energy Improvement Rehabilitation	\$19,800	\$19,800	128	1,591 individuals
Housing Solutions of NA	Financial Assistance & Counseling	\$120,000	\$120,000	127	106 households
Northland Family Help Center	Minor Rehabilitation	\$25,154	\$25,154	84	350 individuals
City of Flagstaff	Owner Occupied Housing Rehab.	\$150,000	\$150,000	Internal	5 households
City Flagstaff	Hal Jensen Community Center Rehabilitation	\$105,239	\$105,239	Internal	3,000 Individuals
		Total	\$420,193		35

- ## NEXT STEPS & QUESTIONS
- **Tonight**
 - Council Input for the following Resolutions
 - 2016-15 Consolidated Plan
 - 2016-16 Analysis of Impediments to Further Fair Housing Choice
 - 2016-17 Annual Action Plan
 - **April 19, 2016**
 - Council Consideration of above Resolutions
 - **May 15, 2015**
 - Submission to HUD
 - Analysis of Impediments to Further Fair Housing Choice
 - Consolidated Plan
 - Annual Action Plan