



AGENDA
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE
209 PEARL STREET, COUNCIL BLUFFS, IA 51503
Wednesday, May 27, 2020 - 3:00 PM

1. CALL TO ORDER

- A. To participate in the meeting please join our zoom meeting.
You can join via phone, computer or both. You **MUST** enter your first and last name to be admitted into the meeting.

Meeting ID: 658 892 2517
<https://zoom.us/j/6588922517>
888 475 4499 US Toll-free
877 853 5257 US Toll-free

2. APPROVAL OF MINUTES

3. PROOF OF PUBLICATION

4. APPROVAL OF AGENDA

5. PUBLIC HEARING/REGULAR MEETING

- A. Review 2019 Comprehensive Annual Performance Evaluation Report (CAPER)
- B. Amendment to the 2019-2023 Consolidated Plan and the 2019 Action Plan
- C. Citizen Participation Plan

6. OTHER BUSINESS

7. PRESENTATIONS FROM THE COMMITTEE MEMBERS

8. ADJOURNMENT

Any questions or concerns regarding this agenda and/or requests for special accommodations at this meeting should be directed to the Community Development Department at (712) 890-5354 or email at charter@councilbluffs-ia.gov.

Community Development Advisory Communication

Department: Community

Development Advisory Committee To participate in the meeting please

Case/Project No.:

join our zoom meeting.

Council Action: 5/27/2020

Submitted by:

Description

You can join via phone, computer or both. You **MUST** enter your first and last name to be admitted into the meeting.

Meeting ID: 658 892 2517

<https://zoom.us/j/6588922517>

888 475 4499 US Toll-free

877 853 5257 US Toll-free

Background/Discussion

Recommendation

Community Development Advisory Communication

Department: Community
Development Advisory Committee
Case/Project No.:
Submitted by:

Review 2019 Comprehensive
Annual Performance Evaluation
Report (CAPER)

Council Action: 5/27/2020

Description

Background/Discussion

Recommendation

ATTACHMENTS:

Description	Type	Upload Date
Draft CAPER	Other	5/22/2020
Project Summary	Other	5/22/2020

CITY OF COUNCIL BLUFFS, IOWA

Matthew J. Walsh, Mayor

DUNS# - 051955433

FISCAL YEAR 2019 (FY19) CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)



**COMMUNITY DEVELOPMENT PROGRAMS
January 1 through December 31, 2019
B-18-MC-19-0005**

Submitted to HUD on: May 29, 2020

Community Development Department
209 Pearl Street, Council Bluffs, IA 51503
Phone: (712) 328-4629 / Fax: (712) 328-4915
Email: charter@councilbluffs-ia.gov

CR-05 - Goals and Outcomes

Progress the jurisdiction has made in carrying out its strategic plan and its action plan. 91.520(a)

This could be an overview that includes major initiatives and highlights that were proposed and executed throughout the program year.

In an effort to prioritize needs and efficiently allocate resources, the City collaborated with citizens, elected officials, public/private agencies, and nonprofit organizations to determine community development needs for FY19 and the Five-Year Omaha/Council Bluffs ConPlan. The priority needs identified, goals addressed and their priority level for the Five-Year Omaha/Council Bluffs ConPlan were identified as follows:

1. Affordable Housing Development
2. Homelessness
3. Non-Homeless Persons with Special Needs
4. Housing Counseling Services
5. Slum and Blight Removal

Comparison of the proposed versus actual outcomes for each outcome measure submitted with the consolidated plan and explain, if applicable, why progress was not made toward meeting goals and objectives. 91.520(g)

Categories, priority levels, funding sources and amounts, outcomes/objectives, goal outcome indicators, units of measure, targets, actual outcomes/outputs, and percentage completed for each of the grantee's program year goals.

Goal	Category	Source / Amount	Indicator	Unit of Measure	Expected – Strategic Plan	Actual – Strategic Plan	Percent Complete	Expected – Program Year	Actual – Program Year	Percent Complete
Housing Counseling	Housing Counseling	CDBG: \$ / Private: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0	4		0	4	

Housing Counseling	Housing Counseling	CDBG: \$ / Private: \$	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	575	315	54.78%	575	315	54.78%
Housing Development	Affordable Housing	CDBG: \$ / General Fund: \$ / Private: \$	Rental units constructed	Household Housing Unit	45	0	0.00%			
Housing Development	Affordable Housing	CDBG: \$ / General Fund: \$ / Private: \$	Rental units rehabilitated	Household Housing Unit	10	0	0.00%			
Housing Development	Affordable Housing	CDBG: \$ / General Fund: \$ / Private: \$	Homeowner Housing Added	Household Housing Unit	21	3	14.29%	1	0	0.00%
Housing Development	Affordable Housing	CDBG: \$ / General Fund: \$ / Private: \$	Homeowner Housing Rehabilitated	Household Housing Unit	125	13	10.40%	25	13	52.00%
Housing Development	Affordable Housing	CDBG: \$ / General Fund: \$ / Private: \$	Direct Financial Assistance to Homebuyers	Households Assisted	5	3	60.00%	5	3	60.00%
Meal Center Support	Homeless Non-Housing Community Development	CDBG: \$ / Private: \$163000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0			0		

Meal Center Support	Homeless Non-Housing Community Development	CDBG: \$ / Private: \$163000	Public service activities for Low/Moderate Income Housing Benefit	Households Assisted	28470	11115	39.04%	28470	11115	39.04%
Meal Center Support	Homeless Non-Housing Community Development	CDBG: \$ / Private: \$163000	Homeless Person Overnight Shelter	Persons Assisted	0	0		0	0	
Meal Center Support	Homeless Non-Housing Community Development	CDBG: \$ / Private: \$163000	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	
Neighborhood Development	Affordable Housing	CDBG: \$ / Private: \$	Rental units constructed	Household Housing Unit	12	0	0.00%			
Neighborhood Development	Affordable Housing	CDBG: \$ / Private: \$	Homeowner Housing Added	Household Housing Unit	12	3	25.00%	7	3	42.86%
Public Facilities and Improvements	Homeless Non-Homeless Special Needs	CDBG: \$ / Private: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	75	0	0.00%	826	2650	320.82%
Slum and Blight Removal	Non-Housing Community Development	CDBG: \$ / General Fund: \$ / Private: \$200000	Buildings Demolished	Buildings	1	0	0.00%	1	0	0.00%

Supportive Services for the Homeless	Homeless	CDBG: \$ / Private: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	0			0		
Supportive Services for the Homeless	Homeless	CDBG: \$ / Private: \$	Homeless Person Overnight Shelter	Persons Assisted	2110	4038	191.37%	2110	4038	191.37%
Supportive Services for the Homeless	Homeless	CDBG: \$ / Private: \$	Overnight/Emergency Shelter/Transitional Housing Beds added	Beds	0	0		0	0	

Table 1 - Accomplishments – Program Year & Strategic Plan to Date

Assess how the jurisdiction’s use of funds, particularly CDBG, addresses the priorities and specific objectives identified in the plan, giving special attention to the highest priority activities identified.

In FY19, the City’s anticipated CDBG entitlement amount was \$9678,313. In addition to the annual CDBG entitlement; \$766,666 in HUD Lead Hazard Remediation funds; \$150,000 in Capital Improvement Program funds; anticipated \$49,334 in CDBG program income; and \$5,185,004 in anticipated Sub-recipient’s program income. Actual expenditures during FY19 were \$695,620.87 in CDBG funds, \$23,531.69 in City’s program income and \$5,185,004 in Sub-recipient’s program income.

During FY19, the City provided affordable housing, increased housing education and outreach, expanded services for homeless populations, and contributed to economic and community revitalization through blight removal activities. The City assisted 11 single-family owner-occupants to remain in their homes by providing loans and grants for emergency housing repairs. Three new single family homes were completed and sold to a low-moderate income households. Over the past year, the City provided housing counseling to 319, existing homeowners and new homeowners to increase access to housing and stable home ownership. CDBG funds provided shelter for 4,038 homeless men, women and children.

CR-10 - Racial and Ethnic composition of families assisted

Describe the families assisted (including the racial and ethnic status of families assisted).

91.520(a)

	CDBG
White	5,310
Black or African American	1,237
Asian	16
American Indian or American Native	188
Native Hawaiian or Other Pacific Islander	11
Total	6,762
Hispanic	587
Not Hispanic	6,175

Table 2 – Table of assistance to racial and ethnic populations by source of funds

Narrative

During FY19, the City assisted **6,762** units/households/persons. Of the 6,762 units/households/persons 8 households assisted with Emergency Housing Repairs, 3 household provided access to a new single family home, and 4,038 persons assisted with homeless or housing counseling services. Approximately 21.5% of the persons/households assisted were non-White. Of those non-White persons/households 82.2% were Black or African American. Also, 8.7% of the persons/households assisted were of Hispanic ethnicity. According to the US Census Bureau, in 2010 approximately 90.9% of the population in Council Bluffs is White, followed by 1.9% Black, .4% Asian, 6.5% all other, and 8.5% Hispanic. However only 78.5% of the persons/households assisted with CDBG funds are White. This tells us that the programs are reaching minority populations.

CR-15 - Resources and Investments 91.520(a)

Identify the resources made available

Source of Funds	Source	Resources Made Available	Amount Expended During Program Year
CDBG	public - federal	2,320,641	695,621
General Fund	public - local	150,000	23,522
Other	private	5,951,670	5,185,004
Other	public - federal	5,951,670	5,185,004

Table 3 - Resources Made Available

Narrative

Identify the geographic distribution and location of investments

Target Area	Planned Percentage of Allocation	Actual Percentage of Allocation	Narrative Description
Mid-City Railroad Corridor Urban Renewal Area			
NEIGHBORHOOD REVITALIZATION STRATEGY AREA (NRSA)	35	32.13	

Table 4 – Identify the geographic distribution and location of investments

Narrative

In FY19, the City spent 32.13% of its funds in the NRSA. This number is lower than expected due: (1) establishment of Lead Hazard Reduction program taking longer than expected; (2) reduced number of Affected Rehabilitation projects than expected; and (3) a large project in the area being canceled. the City will increase its FY20 and FY21 NRSA spending to compensate for the reduced amount in FY19.

Leveraging

Explain how federal funds leveraged additional resources (private, state and local funds), including a description of how matching requirements were satisfied, as well as how any publicly owned land or property located within the jurisdiction that were used to address the needs identified in the plan.

The total expenditures during FY19 were \$719,142,56 of which \$695,620.87 was CDBG funds. Therefore, \$23,521.69 in direct program income to the City and an additional \$5,185,004.00 was leveraged by the City's Sub-recipients. This means that for every \$1.00 in CDBG funds received by the City, approximately another \$7.50 in direct program income and other private and public resources were leveraged to assist in addressing the needs identified in the FY19-23 ConPlan and FY19 Annual Action Plan.

Often times CDBG funds are utilized to satisfy matching requirements for other private and public resources. It is not always known if the City Sub-recipients utilized CDBG funds to satisfy a match requirement for other private and public resources they leveraged. The programs / projects that did utilize CDBG funds to satisfy matching requirements of other private and public resources leveraged were Heartland Family Services' Heartland Homes and Pottawattamie County Homeless Link Programs; and New Visions' homeless programs.

No publicly owned land or property located within the jurisdiction was used to address the needs identified in this plan.

CR-20 - Affordable Housing 91.520(b)

Evaluation of the jurisdiction's progress in providing affordable housing, including the number and types of families served, the number of extremely low-income, low-income, moderate-income, and middle-income persons served.

	One-Year Goal	Actual
Number of Homeless households to be provided affordable housing units	2,100	3,767
Number of Non-Homeless households to be provided affordable housing units	0	0
Number of Special-Needs households to be provided affordable housing units	0	0
Total	2,100	3,767

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through Rental Assistance	0	0
Number of households supported through The Production of New Units	45	3
Number of households supported through Rehab of Existing Units	25	13
Number of households supported through Acquisition of Existing Units	0	0
Total	70	16

Table 6 – Number of Households Supported

Discuss the difference between goals and outcomes and problems encountered in meeting these goals.

In 2017, the City launched its Affected Properties Program with the assistance of Southwest Iowa Planning Council to provide rehabilitation supervision. This project is similar to the previous Single Family Housing Rehabilitation Program with a focus on houses adjacent to City-funded development projects. The City expected this program to rehabilitate 15-20 units per year; however, staff has struggled to get interest from the public. In 2019, the City opened the program city-wide to gain interest in the program but it is still taking time to familiarize residents with the program.

In 2019, the City kicked off its Lead Hazard Reduction program with funding from the Office of Lead Hazards and Healthy Homes. The City expects to complete 100 units through this program and is working to gain interest in the program.

NeighborWorks Home Solutions and Habitat completed the construction on four houses funded through CDBG in the Walnut Grove neighborhood. The City also participated in downpayment assistance with 3 single family homes sold to LMI families.

Discuss how these outcomes will impact future annual action plans.

In all, it is anticipated that there will be 5 new single family homes completed by NeighborWorks Home Solutions. Also the site at 110 South 28th Street is anticipated to create 84 affordable housing units with a mix of conventional apartment-style and townhouses to serve families which will be begin construction in late 2018. The 21st Avenue and South 6th Street project is still on hold due to site limitations. The City plans to revisit a project on this site in 2022.

Include the number of extremely low-income, low-income, and moderate-income persons served by each activity where information on income by family size is required to determine the eligibility of the activity.

Number of Households Served	CDBG Actual	HOME Actual
Extremely Low-income	3,176	0
Low-income	661	0
Moderate-income	278	0
Total	4,115	0

Table 7 – Number of Households Served

Narrative Information

During 2019, 3,176 extremely low households and 661 low income households were assisted. The majority of these are homeless persons. Of the 8 of the low-income households were part of the City's Emergency Repair Program. Six of the moderate-income households were down payment assistance through the Infil Program (3) and Affected Properties Rehab Program (3).

CR-25 - Homeless and Other Special Needs 91.220(d, e); 91.320(d, e); 91.520(c)

Evaluate the jurisdiction's progress in meeting its specific objectives for reducing and ending homelessness through:

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

develop and initiate strategies to identify and engage persons with extensive or frequent episodes of homelessness.

One such initiative, now implemented, is the Homeless Review Team (HRT). The HRT involves 16 participating agencies and focuses on the most vulnerable of those among the homeless, assessing their needs (using the Vulnerability Index) and then coordinating the meeting of their needs (from medical, mental health, HIV and veterans needs to the need for housing and mainstream resources).

In addition to the HRT, several agencies provide outreach to special populations employing what is essentially the CoC's strategy for reaching out to homeless persons, i.e., 1) seek out homeless persons on the street or wherever else they are staying/congregating, 2) approach them with respect, 3) develop trust, 4) encourage and provide support for the use of supportive services and existing housing. Those agencies providing outreach include the following:

- Community Alliance provides a mobile outreach team doing street canvassing and visiting area shelters within the Omaha Metro area, targeting those with mental illness and co-occurring disorders. **Connecting homeless to services and housing:** When meeting homeless individuals living on the street, the outreach team makes an initial assessment of the following: mental health, substance abuse, finances, housing needs, transportation, first aid, food, clothing and shelter. Shelter placements then are made if the individual(s) will accept the placement. Outreach workers have cell phones to make needed referrals and in many cases, transport homeless individuals to the needed services. Further assessments are usually necessary and so, a second meeting is scheduled (if at all possible) at which point a more thorough plan for housing and services is developed. Homeless individuals are provided with contact numbers. Psychiatric services are available for assessment and medications. SOAR services are available to expedite Social Security applications and approvals.
- Heartland Family Service (through its Pottawattamie County Homeless Link Project and through its various housing programs) also provides mobile outreach teams that do street outreach/street canvassing. Outreach workers have fixed days to be at area shelters to assess the housing needs of shelter guests. **Connecting homeless to services and housing:** For safety reasons, outreach workers go out in teams of at least two persons. When contact is made with homeless individuals on the street, the outreach workers attempt to complete a "vulnerability index". Once an assessment is completed (to whatever extent is possible), the outreach workers provide referrals (a variety of materials for referral purposes as well as materials to meet basic

needs are carried with outreach staff).

Addressing the emergency shelter and transitional housing needs of homeless persons

Emergency shelters are using overflow accommodations on a consistent basis, i.e., guests sleeping on temporary mats or other places not designed as a permanent place for sleeping. Dependency on overflow beds is a signal that the emergency response system is stretched thin. Shelters report record numbers of single women, women experiencing domestic violence, and persons in families with young children. Add to this the single men who are parents and the families with teenage boys and the provision of emergency shelter accommodations becomes more difficult still. Further, it's frequently the case that TH programs have long waiting lists. This requires individuals and families—ready for their next step toward self-sufficiency—to remain in emergency shelters until TH units are available. It is a goal of the CoC to alleviate overcrowding in emergency shelters and to ensure that all homeless persons have a safe and appropriate place to sleep and eventually a long-term place to live. The CoC does not consider floor mats an appropriate way to accommodate homeless persons and families. The CoC will monitor the ongoing need for temporary beds each year to ensure that current resources are going to meet the current need. This will include analysis of how different populations move through the ES, TH, and PSH homeless response systems in order to identify where we collectively could become more efficient. An inventory of housing beds by homeless sub-population is conducted annually on a formal basis at the time of the Metro Area CoC application for SHP funds (the annual NOFA published by HUD). This information is maintained in the CoC's HMIS and is updated as changes occur. Bed count is conducted by each housing facility and reported to the executive director of the CoC.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: likely to become homeless after 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); and, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs

Persons at risk of homelessness are served in a variety of ways in an effort to help them avoid homelessness. Contact with persons in need of services in order to avoid homelessness can come by various sources. United Way of the Midlands, for example, has a "211" emergency assistance line; local churches are a source of referrals; and so, too, hospitals, nursing homes and public schools. These groups refer persons at risk of homelessness to food pantries—there are several in the jurisdiction—for food assistance and to the local utilities (Omaha Public Power District and Metropolitan Utilities District) for assistance with utility payments. There also are agencies—the Salvation Army is one—that provides rental and utility assistance on a limited basis. Finally, representatives from the CoC meet with representatives from institutions (hospitals and prisons, for example) in an effort to find suitable housing for individuals soon to be released from those institutions.

As indicated earlier in this document, the CoC will work to address the needs of those populations who have 1) severe medical or mental health conditions, 2) significant developmental disabilities, and/or 3) severe housing barriers due to prior convictions, addictions, citizenship problems, or elderly and hard to employ. These special needs populations represent many of the long term residents of shelters and pose significant challenges for transitional housing programs trying to identify permanent housing solutions for them. In more specific terms, the CoC will identify how many persons are released into shelters from publicly funded institutions or hospitals and expand/implement programs that provide those individuals with more appropriate housing solutions. Careful assessment of individual needs, collaboration with community partners so as to ensure successful referrals, the regular collection and reporting of relevant data to funders and others, all are steps the CoC will take as a part of its strategy to address the housing and service needs of persons released from institutions with no housing options.

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

Chronically homeless individuals and families are identified through the outreach efforts of several agencies (Community Alliance, Heartland Family Service, the Nebraska Aids Project, Stephen Center, Siena/Francis House, the VA and Youth Emergency Services). Once identified, they are assessed by those same agencies and referred to what is currently the most appropriate of available housing options. Once housed, case managers work with the individuals and/or families to stabilize their situation and connect them to needed services. Housing subsidies often are needed as are the financial and other supports available through mainstream resources. The City is the jurisdiction's grantee for rental assistance for the chronically homeless with mental illness, a 22 bed program run in partnership with the Omaha PHA and Community Alliance. Other housing programs serving the chronically homeless are Heartland Family Service's Samaritan Program and the Veterans Administration Supportive Housing (VASH) program. Emergency shelters and other programs, including transitional housing facilities and the rapid re-housing program, also provide and/or work to secure housing for the chronically homeless en route to ending their homelessness.

Families with children are contacted initially—or often so—by emergency shelters and/or by the many groups (listed in the previous paragraph) engaged in street outreach. They also are identified by homeless liaison workers employed by the public school system for the specific purpose of identifying homeless children (and families). Once identified, their situation is assessed and they are referred to the best of available housing options. This could mean referral to area shelters if they are living on the street or, if already in a shelter, to Heartland Family Service's rapid re-housing program or to area transitional housing and permanent housing options.

Homeless veterans and their families are contacted/identified by the CoC's outreach teams (listed above) but also through Family Housing Advisory Service's "Outreach to Veterans" program. Assessed and referred, they are housed variously at emergency shelters and transitional housing programs until they can be permanently housed. A grant per diem program, "Transitional Housing for Homeless Veterans" is available through the Siena/Francis House, through the Lutheran Home, and through the newly established "New Visions" program. The City was a partner in the development and expansion of Siena/Francis House and provided the land and site development for the construction of the New Visions program. The Nebraska Veterans' Aid Fund (NVA) offers temporary emergency aid, a fund that assists veterans, their spouses, and dependents when unforeseen emergencies occur and other resources are not available.

Unaccompanied youth are contacted most often through the outreach efforts of Youth Emergency Services (YES). Youths are contacted on the street or at the drop-in center provided by YES. Unaccompanied homeless youth also are contacted by law enforcement officers on patrol and through Child Saving Institute, an organization (like the State of Nebraska's Child Protective Services) that works to reunify children with their families. In addition, the CoC's Youth Task Force provides advocacy for homeless youth and works to increase community awareness concerning the problem of youth homelessness. Youth Emergency Services does provide transitional housing beds for unaccompanied youth as do emergency shelters on a limited basis. Finally, Project Everlast works with youth in foster care to help them make the connections that will allow them to avoid homelessness once they leave the foster care system.

CR-30 - Public Housing 91.220(h); 91.320(j)

Actions taken to address the needs of public housing

The Municipal Housing Agency was created in 1968 to serve as the public housing authority within the city limits of Council Bluffs. MHA currently assists families and individuals who are disabled, near-elderly, elderly or low income. Regal Towers and Dudley Court provide 295 units of public housing which includes 146 efficiency units and 64 one bedroom units. The Section 8 Housing Choice Voucher Program provides 697 vouchers which includes twenty Veteran Affairs Supportive Housing vouchers (VASH). The Agency's Family Self Sufficiency program currently has twenty participants.

The strategic goals/actions that have been completed by the MHA since their last Annual Plan submission includes the follow:

- Replaced all toilets in Dudley Court and 80% off Regal Towers to high-seat style.
- Continuation of enhancing the agency's indoor and outdoor security cameras.
- Fire caulked Regal Towers.
- Replaced windows with broken seals and installed energy efficient windows as a replacement.

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

Currently the MHA owns and manages two multi-family facilities with the first preference of housing the elderly and disabled. MHA has a five member Board of Commissioners appointed by the Mayor of Council Bluffs and approved by the City Council. MHA has a Resident Advisory Board which meets a minimum of once time per year to express their ideas as well as assist MHA in prioritizing future improvements to the public housing and Section 8 programs.

Municipal Housing Agency continues outreach and marketing efforts which is done mainly by attending various meetings with area non-profits. The MHA distributes various pamphlets including "Respect Your Tenants" and "Respect your Rental Unit" as well several informational brochures.

There were no activities reported for activities that encourage public housing residents to participate in homeownership.

Actions taken to provide assistance to troubled PHAs

Not applicable. The Municipal Housing Agency is not a troubled PHA.

CR-35 - Other Actions 91.220(j)-(k); 91.320(i)-(j)

Actions taken 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. 91.220 (j); 91.320 (i)

In conjunction with the Cities of Omaha and Bellevue and each city's respective Public Housing Authority, the City completed its Affirmative Fair Housing Assessment in 2018. This document identified deficiencies in Council Bluffs with regards to affordable and fair housing and set goals for improving these deficiencies. From this, the City has evaluated its land use, zoning ordinances, building codes and fees to reduce barriers for affordable development.

Actions taken to address obstacles to meeting underserved needs. 91.220(k); 91.320(j)

1. Expanded outreach efforts to inform the public of available programs including housing rehabilitation, emergency housing repairs, lead remediation and available services through partner agencies.
2. Expanded the Affected Properties Program to city-wide.
3. Worked with NeighborWorks Home Solutions to revise new construction single-family house plans to create a new, more affordable unit for purchase.
4. Continued partnerships with the Human Services Advisory Council (HSAC) and the FEMA Emergency Food and Pantry (EFSP).

Actions taken to reduce lead-based paint hazards. 91.220(k); 91.320(j)

In December 2018, the City was awarded a Lead Based Paint Hazard Control Grant (LBPHC) for \$2,000,000 to remediate lead in low-to-moderate income households with children 6 years and under. The City is currently working to kick off this program and will assess 110 units and remediate lead in 110 units approximately. The City worked to increase outreach efforts and completed its first unit in the program.

Actions taken to reduce the number of poverty-level families. 91.220(k); 91.320(j)

The City supported efforts of non-profit and public agencies working to reduce the number of poverty-level families.

Actions taken to develop institutional structure. 91.220(k); 91.320(j)

During the 2019-2023 Consolidated Plan period, the City plans to work on the following actions to develop institutional structure:

- Eliminate language barriers for persons with LEP to enhance their accessibility to City programs and services by providing language services as needed, if a Language Access Plan is not warranted. The City provides language interpretation services for those requesting such.
- Solicit applications and increase the percentage of members of the protected classes serving on appointed boards and commissions dealing with housing issues until comparable to City-wide rates. In addition, as vacancies on appointed boards and commissions dealing with housing issues came available, applicants from protected classes were sought.
- Completed the Consortia Affirmatively Furthering Fair Housing Assessment identifying contributing factors to barriers and goals for furthering fair housing. Plans to continue these efforts and reaching goals.

Applied and awarded a Lead Based Paint Hazard Control Grant that will be used for low-to-moderate income households to remediate lead based paint and soil in households with children six years old and under. The City also plans to reevaluate its existing programs to ensure ease of public access to services.

Actions taken to enhance coordination between public and private housing and social service agencies. 91.220(k); 91.320(j)

The City continues its partnership with the Human Services Advisory Council (HSAC) and its Housing Committee (Committee). HSAC is comprised of 50 plus agencies that serve in the social service environment. The mission of HSAC is to foster collaboration between human services agencies. They identify community needs, and then encourage the optimal utilization of resources to cultivate change and public awareness.

The Committee is comprised of agencies that specifically focus on housing for low-to-moderate income individuals. Their goals and objectives are:

- Build capacity of the committee and continued recruitment of new members.
- Survey HSAC member agencies on a regular basis to assess the needs of their clients and to determine how the Housing Committee can better address needs.
- Continue maintaining and updating HSAC Housing List. This list will include apartment complexes and smaller rental units, including individual landlords, and will include additional information about the units pertinent to low-income individuals. The list will be made available to the general membership and will be posted on the HSAC webpage.
- Develop and implement 2 client information sessions during the year. Sessions will focus on providing tools and information to assist low-income residents with housing issues (a tenant's legal rights and responsibilities, etc.). Sessions will be incorporated into existing local events that target lower income and at-risk populations.
- Review and update the informational flyers made by the committee.
- Organize and conduct one items drive to support a housing-based agency or program to assist participants with furniture and household items.
- Keep the general HSAC membership apprised of housing updates, news, and legislation

through sharing of information in general meetings and via the listserve.

- Maintain a relationship with the City of Council Bluffs Housing Department.

Identify actions taken to overcome the effects of any impediments identified in the jurisdictions analysis of impediments to fair housing choice. 91.520(a)

The City is working to implement its goals and objectives outlined in the AFFH Assessment completed in 2019. The City is actively seeking to create additional low-to-moderate income housing through its partner agencies. Additionally, the City continues to provide funding to promote stable, permanent housing for the homeless. The City is working to identify ways to increase its Section 3 compliance through partnerships with MHA and other local low-to-moderate income housing agencies.

CR-40 - Monitoring 91.220 and 91.230

Describe the standards and procedures used to monitor activities carried out in furtherance of the plan and used to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The City of Council Bluffs' project monitoring efforts begin with the negotiation of individual contracts. Contracts must be drafted in such a way as to provide measurable performance criteria and administrative standards, all consistent with HUD or other regulatory guidelines and requirements. Progress towards attainment of specific goals will be monitored throughout the contract term and any longer period specified. This is particularly important for Sub-recipients who are working under a long-term contract for services. Monitoring of Sub-recipients by City staff will include the combined use of tracking of compliance key terms of the contract, contract specified inventory of required monitoring area, on-site reviews and audits, annual performance reports, and periodic status reports, as necessary. Violations, deficiencies or problems identified during routine monitoring procedures will be addressed and corrected by providing the Sub-recipient with the necessary information and technical assistance. If the problem persists, sanctions will be imposed appropriate to the scale of the problem.

In addition to monitoring the performance of Sub-recipients, the City of Council Bluffs has a monitoring system in place for projects and programs conducted by Community Development Department staff. This includes a competitive bidding, job site inspection, eligibility determinations and underwriting criteria and monthly activity reports. Monthly reports allow staff to analyze goal related performance in a number of areas. These include number of clients benefiting, client composition and geographic areas served. By analyzing at this level, staff can determine when and where needs are being met, area and population being underserved and compliance with regulatory requirements. The City of Council Bluffs will continue to invest significant staff time and effort to an ongoing and thorough monitoring process to insure that all funds are put to their best and most efficient use according to the priorities and goals identified and within the guidelines of the appropriate state and federal program.

In FY19 the Community Development Department staff conducted desk reviews of all the City's projects/programs funded with CDBG funds. In general, all projects/programs were found in compliance with HUD and other regulatory guidelines. Additionally, one program was selected for onsite monitoring that was conducted in 2018. No findings were found.

Utilizing minority-women owned businesses are encouraged. For all requests for proposals and/or services, the City requests information from the proposed contractor regarding their minority business status.

Additionally, the City's Community Development Department verifies all programs and projects assisted are in compliance with the City's Comprehensive planning requirements.

Citizen Participation Plan 91.105(d); 91.115(d)

Describe the efforts to provide citizens with reasonable notice and an opportunity to comment on performance reports.

Section 91.105(d)(2) of the consolidated plan regulations requires that grantees consider any comments or views of citizens, received in writing or orally at public hearings, in preparing the CAPER. No citizen comments have been received in preparing the FY18 CAPER. Notice of the availability of the CAPER was posted on the City of Council Bluffs' website and were available for printing upon request. Copies of the proof of posting / certifications of availability are attached and found in Appendix A.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

During the FY19 program year, the City made no changes in program objectives.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

CR-45 - CDBG 91.520(c)

Specify the nature of, and reasons for, any changes in the jurisdiction's program objectives and indications of how the jurisdiction would change its programs as a result of its experiences.

During the FY19 program year, the City made no changes in program objectives.

Does this Jurisdiction have any open Brownfields Economic Development Initiative (BEDI) grants?

No

[BEDI grantees] Describe accomplishments and program outcomes during the last year.

Table 3: Accomplishments - Program Year & Startegic Plan to Date (FY19-23)

Priority Need Category / Associated Goal	Project Name and Description	Year	Sources of Funds Allocated		Sources of Funds Expended		Performance Indicator / Unit of Measure	Year	Expected Number	Actual Number	Percent Completed	Comments
			CDBG	Other	CDBG	Other						
Affordable Housing Development - New Constuction												
New Construction of Affordable Single Family	Provide down payment assistance to income-qualified homebuyers on new construction, single-family housing units.	2019	\$150,000.00	\$827,910.00	\$69,570.90	\$827,910.00	\$ Number of units created and made accessible to low and moderate income households	2019	6	3	50%	Addresses Completed: (1) 2904 Ave J, (2) 2912 Ave J, (3) 2918 Ave J
		2020				2020						
		2021				2021						
		2022				2022						
		2023				2023						
		TOTALS	\$150,000.00	\$827,910.00	\$69,570.90	\$827,910.00	MULTI-YEAR GOAL	TOTALS	6	3		
New Construction of Affordable Single Family	Provide funding to Habitat for Humanity to acquire a parcel for the construction of a new single-family unit to be sold to an income-qualified household.	2019	\$45,000.00	\$100,000.00	\$1,247.62	\$0.00	\$ Number of units created and made accessible to low and moderate income households	2019	0	0	0%	
		2020				2020						
		2021				2021						
		2022				2022						
		2023				2023						
		TOTALS	\$45,000.00	\$100,000.00	\$1,247.62	\$0.00	MULTI-YEAR GOAL	TOTALS	0	0		
New Construction of Affordable Single Family	Complete parcel cleanup and installation of utilities to prepare lots for the construction of a new single-family unit to be sold to an income-qualified household.	2019	\$0.00	\$0.00	\$60,353.66	\$0.00	\$ Number of units created and made accessible to low and moderate income households	2019	2	1	0%	Addresses: (1) 1212 17th Ave, (2) 1218 22nd Ave, (3) 1828 7th Ave
		2020				2020						
		2021				2021						
		2022				2022						
		2023				2023						
		TOTALS	\$0.00	\$0.00	\$60,353.66	\$0.00	MULTI-YEAR GOAL	TOTALS	2	1		
New Construction of Affordable Rentals	Construct a new affordable rental complex located at 28th and 2nd Avenue.	2019	\$0.00	\$0.00	\$4,983.79	\$0.00	\$ Number of units occupied by low and moderate low income households \$ Number of units made accessible	2019	0	0	0%	
		2020				2020		84	0			
		2021				2021						
		2022				2022						
		2023				2023						
		TOTALS	\$0.00	\$0.00	\$4,983.79	\$0.00	MULTI-YEAR GOAL	TOTALS	84	0		
New Construction of Affordable Rentals	Construct a new affordable rental complex located at 23rd Avenue and South 6th Street.	2019	\$0.00	\$0.00	\$0.00	\$0.00	\$ Number of units occupied by low and moderate low income households \$ Number of units made accessible	2019	0	0		
		2020				2020		0	0			
		2021				2021		0	0			
		2022				2022		0	0			
		2023				2023		36	0			
		TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	MULTI-YEAR GOAL	TOTALS	36	0		
2019 SUBTOTAL			\$195,000.00	\$927,910.00	\$136,155.96	\$827,910.00		8	4	50%		
FIVE YEAR SUBTOTAL			\$195,000.00	\$927,910.00	\$136,155.96	\$827,910.00		128	4	3%		
Affordable Housing Development - Rehabilitation												
Single Family Rehabilitation for Homeowners	Single Family Housing Rehabilitation Program – Housing units will be sustained as affordable housing through comprehensive rehabilitation for the purpose of providing decent affordable housing.	2019	\$194,400.00	\$15,000.00	\$20,546.01	\$15,000.00	\$ Number of units occupied by low – moderate income households \$ Number of units sustained affordable	2019	15	3	20%	Addresses: (1) 629 S 1st St, (2) 1024 N Broadway, (3) 350 Frank St
		2020				2020						
		2021				2021						
		2022				2022						
		2023				2023						
		TOTALS	\$194,400.00	\$15,000.00	\$20,546.01	\$15,000.00	MULTI-YEAR GOAL	TOTALS	15	3		
Single Family Rehabilitation for Homeowners	Emergency Housing Repair Program – Households have sustained affordable housing by emergency repair for the purpose of providing decent affordable housing.	2019	\$25,000.00	\$0.00	\$48,282.70	\$0.00	\$ Number of units occupied by low – moderate income households \$ Number of units sustained affordable	2019	5	8	160%	Addresses Completed: (1) 2414 6th Ave, (2) 58 Charles Dr, (3) 1912 Ave B, (4) 127 S 1st St, (5) 2713 2nd Ave, (6) 920 N 26th St, (7) 3002 Ave C, (8) 3300 Ave D
		2020				2020						
		2021				2021						
		2022				2022						
		2023				2023						
		TOTALS	\$25,000.00	\$0.00	\$48,282.70	\$0.00	MULTI-YEAR GOAL	TOTALS	5	8		
Single Family Rehabilitation for Homeowners	Lead Hazard Remediation - Complete lead remediantion in both owner and tenant units to create lead-safe housing.	2019	\$170,666.67	\$666,666.67	\$41,755.25	\$0.00	\$ Number of units occupied by low – moderate income households \$ Number of units sustained affordable	2019	33	0	0%	
		2020				2020		33	0	0%		
		2021				2021		34	0	0%		
		2022				2022						
		2023				2023						
		TOTALS	\$170,666.67	\$666,666.67	\$41,755.25	\$0.00	MULTI-YEAR GOAL	TOTALS	100	0		
Single Family Rehabilitation for Homeowners	Healthy Homes Program - remediate electrical, plumbing and rado issues as well as add carbon monoxide and smoke detectors to homes in conjunction with Lead Hazard Remediation Program.	2019	\$100,000.00	\$0.00	\$0.00	\$0.00	\$ Number of units occupied by low – moderate income households \$ Number of units sustained affordable	2019	30	0	0%	
		2020	\$100,000.00			2020		30	0	0%		
		2021	\$100,000.00			2021		30	0	0%		
		2022				2022						
		2023				2023						
		TOTALS	\$300,000.00	\$0.00	\$0.00	\$0.00	MULTI-YEAR GOAL	TOTALS	90	0		
2019 SUBTOTAL			\$490,066.67	\$681,666.67	\$110,583.96	\$15,000.00		83	11	13%		
FIVE YEAR SUBTOTAL			\$690,066.67	\$681,666.67	\$110,583.96	\$15,000.00		210	11	5%		

Priority Need Category / Associated Goal	Project Name and Description	Year	Sources of Funds Allocated		Sources of Funds Expended		Performance Indicator / Unit of Measure	Year	Expected Number	Actual Number	Percent Completed	Comments		
			CDBG	Other	CDBG	Other								
Non-Homeless Persons with Special Needs														
Home Modifications for Special Needs	Barrier Removal Program – Provided assistance to low and moderate income households with special needs to modify their home for increased accessibility.	2019	\$25,000.00	\$0.00	\$34,141.25	\$0.00	\$ Number of units occupied by low and moderate low income households \$ Number of units made accessible	2019	3	2	67%			
		2020						2020						
		2021						2021						
		2022						2022						
		2023						2023						
		TOTALS	\$25,000.00	\$0.00	\$34,141.25	\$0.00		MULTI-YEAR GOAL	TOTALS	3	2			
		2019 SUBTOTAL		\$25,000.00	\$0.00	\$34,141.25		\$0.00			3	2	67%	
FIVE YEAR SUBTOTAL			\$25,000.00	\$0.00	\$34,141.25	\$0.00		3	2	67%				
Homelessness														
Supportive Services for Homeless	MICAH House – Through providing operational funds, homeless families will have emergency housing made available to them.	2019	\$37,000.00	\$1,515,429.00	\$37,833.59	\$1,515,429.00	\$ Number of homeless persons assisted	2019	900	1050	117%			
		2020						2020						
		2021						2021						
		2022						2022						
		2023						2023						
		TOTALS	\$37,000.00	\$1,515,429.00	\$37,833.59	\$1,515,429.00		MULTI-YEAR GOAL	TOTALS	900	1050	117%		
		2019 SUBTOTAL		\$11,500.00	\$1,406,857.00	\$11,991.87		\$1,460,857.00			250	174	70%	
Supportive Services for Homeless	Catholic Charities – Phoenix House – Through providing operational funds, homeless families / victims of domestic violence will have emergency housing made available to them.	2020					\$ Number of homeless persons assisted	2020						
		2021						2021						
		2022						2022						
		2023						2023						
		TOTALS	\$11,500.00	\$1,406,857.00	\$11,991.87	\$1,460,857.00		MULTI-YEAR GOAL	TOTALS	250	174	70%		
		2019 SUBTOTAL		\$11,550.00	\$335,918.00	\$12,224.24		\$335,918.00			85	133	156%	
		Supportive Services for Homeless	Heartland Homes – Through providing operational funds, homeless individuals and families will have permanent supportive housing made available to them.	2020						\$ Number of persons assisted	2020			
2021							2021							
2022							2022							
2023							2023							
TOTALS	\$11,550.00			\$335,918.00	\$12,224.24	\$335,918.00	MULTI-YEAR GOAL	TOTALS	85		133	156%		
2019 SUBTOTAL				\$15,750.00	\$109,720.00	\$16,206.27	\$109,720.00				75	31	41%	
Supportive Services for Homeless	Pott Co Homeless Link – Through providing operational funds, near homeless and homeless individuals and families will have access to case management and stable housing.			2020					\$ Number of persons assisted		2020			
		2021					2021							
		2022					2022							
		2023					2023							
		TOTALS	\$15,750.00	\$109,720.00	\$16,206.27	\$109,720.00	MULTI-YEAR GOAL	TOTALS		75	31	41%		
		2019 SUBTOTAL		\$20,000.00	\$582,880.00	\$20,839.79	\$582,880.00				800	2650	331%	
		Supportive Services for Homeless	New Visions - Joshua House - Through providing operational funds, homeless individuals will have emergency shelter .	2020						\$ Number of persons assisted	2020			
2021							2021							
2022							2022							
2023							2023							
TOTALS	\$20,000.00			\$582,880.00	\$20,839.79	\$582,880.00	MULTI-YEAR GOAL	TOTALS	800		2650	331%		
2019 SUBTOTAL				\$95,800.00	\$3,950,804.00	\$99,095.75	\$4,004,804.00				2,110	4,038	191%	
FIVE YEAR SUBTOTAL					\$95,800.00	\$3,950,804.00	\$99,095.75	\$4,004,804.00			2,110	4,038	191%	
Housing Counseling Services														
Housing Counseling	Family Housing Advisory Services – Through providing housing counseling services, households will have access to homeownership and homeless prevention counseling and services.	2019	\$30,000.00	\$63,000.00	\$30,534.78	\$63,000.00	\$ Number of persons assisted	2019	575	319	55%			
		2020						2020						
		2021						2021						
		2022						2022						
		2023						2023						
		TOTALS	\$30,000.00	\$63,000.00	\$30,534.78	\$63,000.00		MULTI-YEAR GOAL	TOTALS	575	319	55%		
		2019 SUBTOTAL		\$30,000.00	\$63,000.00	\$30,534.78		\$63,000.00			575	319	55%	
FIVE YEAR SUBTOTAL			\$30,000.00	\$63,000.00	\$30,534.78	\$63,000.00		575	319	55%				
Meal Site Support														
Meal Site Support	MOHM's Place - Provide operating assistance to the local meal site for free	2019	\$17,000.00	\$163,000.00	\$17,658.29	\$163,000.00	\$ Number of persons assisted	2019	28470	11115	39%			
		2020						2020						
		2021						2021						
		2022						2022						
		2023						2023						
		TOTALS	\$17,000.00	\$163,000.00	\$17,658.29	\$163,000.00		MULTI-YEAR GOAL	TOTALS	28470	11115			
		2019 SUBTOTAL		\$17,000.00	\$163,000.00	\$17,658.29		\$163,000.00			28,470	11,115	39%	
FIVE YEAR SUBTOTAL			\$17,000.00	\$163,000.00	\$17,658.29	\$163,000.00		28,470	11,115	39%				

Priority Need Category / Associated Goal	Project Name and Description	Year	Sources of Funds Allocated		Sources of Funds Expended		Performance Indicator / Unit of Measure	Year	Expected Number	Actual Number	Percent Completed		Comments
			CDBG	Other	CDBG	Other							
Public Facilities													
Facility Improvements	Iowa Family Works - Renovate facility for homeless women and their children as they undergo substance abuse treatment.	2019	\$80,000.00	\$50,000.00	\$1,356.68	\$0.00	\$ Number of persons assisted	2019	0	0	0%		
		2020						2020					
		2021						2021					
		2022						2022					
		2023						2023					
		TOTALS	\$80,000.00	\$50,000.00	\$1,356.68	\$0.00		MULTI-YEAR GOAL	TOTALS	0	0		
Facility Improvements	Catholic Charities - Renovate facility for homeless women and their children.	2019					\$ Number of persons assisted	2019					
		2020						2020					
		2021						2021					
		2022						2022					
		2023						2023					
		TOTALS	\$0.00	\$0.00	\$0.00	\$0.00		MULTI-YEAR GOAL	TOTALS	0	0		
2019 SUBTOTAL			\$80,000.00	\$50,000.00	\$1,356.68	\$0.00		0	0	0%			
FIVE YEAR SUBTOTAL			\$80,000.00	\$50,000.00	\$1,356.68	\$0.00		0	0	0%			
Slum and Blight Removal													
Slum and Blight Removal	Mid-City Railroad Corridor Project - Improve the sustainability of suitable living environment by removing slum and blighted conditions in the Mid-City Corridor Area.	2019	\$850,000.00	\$50,000.00	\$0.00	\$0.00	\$ Number of blighted businesses/properties removed	2019	0	0	0%	project canceled	
		2020						2020					
		2021						2021					
		2022						2022					
		2023						2023					
		TOTALS	\$850,000.00	\$50,000.00	\$0.00	\$0.00		MULTI-YEAR GOAL	TOTALS	0	0		
Slum and Blight Removal		2019					\$ Number of blighted businesses/properties removed	2019					
		2020						2020					
		2021						2021					
		2022						2022					
		2023						2023					
		TOTALS	\$0.00	\$0.00	\$0.00	\$0.00		MULTI-YEAR GOAL	TOTALS	0	0		
2019 SUBTOTAL			\$850,000.00	\$50,000.00	\$0.00	\$0.00		0	0	0%			
FIVE YEAR SUBTOTAL			\$895,000.00	\$150,000.00	\$0.00	\$0.00		0	0	0%			
CDBG Program Administration and Unobligated Funds													
	CDBG Program Administration	2019	\$210,000.00	\$0.00	\$207,303.17	\$0.00						Includes \$23,521.69 for FY2015 admin overage payback using program income.	
		2020											
		2021											
		2022											
		2023											
		TOTALS	\$210,000.00	\$0.00	\$207,303.17	\$0.00							
	Housing Rehabilitation Administration	2019	\$95,600.00	\$0.00	\$74,421.54	\$0.00							
		2020											
		2021											
		2022											
		2023											
		TOTALS	\$95,600.00	\$0.00	\$74,421.54	\$0.00							
	HOME Activity Delivery Costs	2019	\$0.00	\$0.00	\$5,576.22	\$0.00							
		2020											
		2021											
		2022											
		2023											
		TOTALS	\$0.00	\$0.00	\$5,576.22	\$0.00							
	Unobligated Funds	2019	\$0.00	\$0.00	\$0.00	\$0.00							
		2020											
		2021											
		2022											
		2023											
		TOTALS	\$0.00	\$0.00	\$0.00	\$0.00							
2019 SUBTOTAL			\$305,600.00	\$0.00	\$287,300.93	\$0.00							
FIVE YEAR SUBTOTAL			\$305,600.00	\$0.00	\$287,300.93	\$0.00							
2019 TOTALS			\$2,008,466.67	\$5,673,380.67	\$697,812.62	\$4,910,714.00			2,779	4,374	157%		
FIVE YEAR TOTALS			\$2,236,466.67	\$5,773,380.67	\$697,812.62	\$4,910,714.00			3,026	4,374	145%		

Table 3: Accomplishments - Program Year & Startegic Plan to Date (FY19-23)

Priority Need Category / Associated Goal	Project Name and Description	Year	Sources of Funds Allocated		Sources of Funds Expended		Performance Indicator / Unit of Measure	Year	Expected Number	Actual Number	Percent Completed	Comments
			CDBG	Other	CDBG	Other						
Affordable Housing Development - New Construction												
New Construction of Affordable Single Family	Provide down payment assistance to income-qualified homebuyers on new construction, single-family housing units.	2019	\$150,000.00	\$827,910.00	\$69,570.90	\$827,910.00	\$ Number of units created and made accessible to low and moderate income households	2019	6	3	50%	Addresses Completed: (1) 2904 Ave J, (2) 2912 Ave J, (3) 2918 Ave J
		2020				2020						
		2021				2021						
		2022				2022						
		2023				2023						
		TOTALS	\$150,000.00	\$827,910.00	\$69,570.90	\$827,910.00		MULTI-YEAR GOAL	TOTALS	6	3	
New Construction of Affordable Single Family	Provide funding to Habitat for Humanity to acquire a parcel for the construction of a new single-family unit to be sold to an income-qualified household.	2019	\$45,000.00	\$100,000.00	\$1,247.62	\$0.00	\$ Number of units created and made accessible to low and moderate income households	2019	0	0	0%	
		2020				2020						
		2021				2021						
		2022				2022						
		2023				2023						
		TOTALS	\$45,000.00	\$100,000.00	\$1,247.62	\$0.00		MULTI-YEAR GOAL	TOTALS	0	0	
New Construction of Affordable Single Family	Complete parcel cleanup and installation of utilities to prepare lots for the construction of a new single-family unit to be sold to an income-qualified household.	2019	\$0.00	\$0.00	\$60,353.66	\$0.00	\$ Number of units created and made accessible to low and moderate income households	2019	2	1	0%	Addresses: (1) 1212 17th Ave, (2) 1218 22nd Ave, (3) 1828 7th Ave
		2020				2020						
		2021				2021						
		2022				2022						
		2023				2023						
		TOTALS	\$0.00	\$0.00	\$60,353.66	\$0.00		MULTI-YEAR GOAL	TOTALS	2	1	
New Construction of Affordable Rentals	Construct a new affordable rental complex located at 28th and 2nd Avenue.	2019	\$0.00	\$0.00	\$4,983.79	\$0.00	\$ Number of units occupied by low and moderate low income households \$ Number of units made accessible	2019	0	0	0%	
		2020				2020		84	0			
		2021				2021						
		2022				2022						
		2023				2023						
		TOTALS	\$0.00	\$0.00	\$4,983.79	\$0.00		MULTI-YEAR GOAL	TOTALS	84	0	
New Construction of Affordable Rentals	Construct a new affordable rental complex located at 23rd Avenue and South 6th Street.	2019	\$0.00	\$0.00	\$0.00	\$0.00	\$ Number of units occupied by low and moderate low income households \$ Number of units made accessible	2019	0	0		
		2020				2020		0	0			
		2021				2021		0	0			
		2022				2022		0	0			
		2023				2023		36	0			
		TOTALS	\$0.00	\$0.00	\$0.00	\$0.00		MULTI-YEAR GOAL	TOTALS	36	0	
2019 SUBTOTAL			\$195,000.00	\$927,910.00	\$136,155.96	\$827,910.00		8	4	50%		
FIVE YEAR SUBTOTAL			\$195,000.00	\$927,910.00	\$136,155.96	\$827,910.00		128	4	3%		
Affordable Housing Development - Rehabilitation												
Single Family Rehabilitation for Homeowners	Single Family Housing Rehabilitation Program – Housing units will be sustained as affordable housing through comprehensive rehabilitation for the purpose of providing decent affordable hsg.	2019	\$194,400.00	\$15,000.00	\$20,546.01	\$15,000.00	\$ Number of units occupied by low – moderate income households \$ Number of units sustained affordable	2019	15	3	20%	Addresses: (1) 629 S 1st St, (2) 1024 N Broadway, (3) 350 Frank St
		2020				2020						
		2021				2021						
		2022				2022						
		2023				2023						
		TOTALS	\$194,400.00	\$15,000.00	\$20,546.01	\$15,000.00		MULTI-YEAR GOAL	TOTALS	15	3	
Single Family Rehabilitation for Homeowners	Emergency Housing Repair Program – Households have sustained affordable housing by emergency repair for the purpose of providing decent affordable housing.	2019	\$25,000.00	\$0.00	\$48,285.70	\$0.00	\$ Number of units occupied by low – moderate income households \$ Number of units sustained affordable	2019	5	8	160%	Addresses Completed: (1) 2414 6th Ave, (2) 58 Charles Dr, (3) 1912 Ave B, (4) 127 S 1st St, (5) 2713 2nd Ave, (6) 920 N 26th St, (7) 3002 Ave C, (8) 3300 Ave D
		2020				2020						
		2021				2021						
		2022				2022						
		2023				2023						
		TOTALS	\$25,000.00	\$0.00	\$48,285.70	\$0.00		MULTI-YEAR GOAL	TOTALS	5	8	
Single Family Rehabilitation for Homeowners	Lead Hazard Remediation - Complete lead remediantion in both owner and tenant units to create lead-safe housing.	2019	\$170,666.67	\$666,666.67	\$41,755.25	\$0.00	\$ Number of units occupied by low – moderate income households \$ Number of units sustained affordable	2019	33	0	0%	
		2020				2020		33	0	0%		
		2021				2021		34	0	0%		
		2022				2022						
		2023				2023						
		TOTALS	\$170,666.67	\$666,666.67	\$41,755.25	\$0.00		MULTI-YEAR GOAL	TOTALS	100	0	
Single Family Rehabilitation for Homeowners	Healthy Homes Program - remediate electrical, plumbing and rado issues as well as add carbon monoxide and smoke detectors to homes in conjunction with Lead Hazard Remediation Program.	2019	\$100,000.00	\$0.00	\$0.00	\$0.00	\$ Number of units occupied by low – moderate income households \$ Number of units sustained affordable	2019	30	0	0%	
		2020	\$100,000.00			2020		30	0	0%		
		2021	\$100,000.00			2021		30	0	0%		
		2022				2022						
		2023				2023						
		TOTALS	\$300,000.00	\$0.00	\$0.00	\$0.00		MULTI-YEAR GOAL	TOTALS	90	0	
2019 SUBTOTAL			\$490,066.67	\$681,666.67	\$110,586.96	\$15,000.00		83	11	13%		
FIVE YEAR SUBTOTAL			\$690,066.67	\$681,666.67	\$110,586.96	\$15,000.00		210	11	5%		
Non-Homeless Persons with Special Needs												

Priority Need Category / Associated Goal	Project Name and Description	Year	Sources of Funds Allocated		Sources of Funds Expended		Performance Indicator / Unit of Measure	Year	Expected Number	Actual Number	Percent Completed		Comments		
			CDBG	Other	CDBG	Other									
Home Modifications for Special Needs	Barrier Removal Program – Provided assistance to low and moderate income households with special needs to modify their home for increased accessibility.	2019	\$25,000.00	\$0.00	\$34,141.25	\$0.00	\$ Number of units occupied by low and moderate low income households \$ Number of units made accessible	2019	3	2	67%				
		2020						2020							
		2021						2021							
		2022						2022							
		2023						2023							
		TOTALS	\$25,000.00	\$0.00	\$34,141.25	\$0.00		MULTI-YEAR GOAL	TOTALS	3	2				
		2019 SUBTOTAL			\$25,000.00	\$0.00		\$34,141.25	\$0.00		3	2	67%		
FIVE YEAR SUBTOTAL			\$25,000.00	\$0.00	\$34,141.25	\$0.00		3	2	67%					
Homelessness															
Supportive Services for Homeless	MICAH House – Through providing operational funds, homeless families will have emergency housing made available to them.	2019	\$37,000.00	\$1,515,429.00	\$37,833.59	\$1,515,429.00	\$ Number of homeless persons assisted	2019	900	1050	117%				
		2020						2020							
		2021						2021							
		2022						2022							
		2023						2023							
		TOTALS	\$37,000.00	\$1,515,429.00	\$37,833.59	\$1,515,429.00		MULTI-YEAR GOAL	TOTALS	900	1050	117%			
		2019 SUBTOTAL			\$11,500.00	\$1,406,857.00		\$11,991.87	\$1,460,857.00	\$ Number of homeless persons assisted	2019	250	174	70%	
Supportive Services for Homeless	Catholic Charities – Phoenix House – Through providing operational funds, homeless families / victims of domestic violence will have emergency housing made available to them.	2020					2020								
		2021					2021								
		2022					2022								
		2023					2023								
		TOTALS	\$11,500.00	\$1,406,857.00	\$11,991.87	\$1,460,857.00	MULTI-YEAR GOAL	TOTALS	250		174	70%			
		Supportive Services for Homeless	Heartland Homes – Through providing operational funds, homeless individuals and families will have permanent supportive housing made available to them.	2019	\$11,550.00	\$335,918.00	\$12,224.24	\$335,918.00	\$ Number of persons assisted		2019	85	133	156%	
				2020						2020					
2021							2021								
2022							2022								
2023							2023								
TOTALS	\$11,550.00			\$335,918.00	\$12,224.24	\$335,918.00	MULTI-YEAR GOAL	TOTALS		85	133	156%			
Supportive Services for Homeless	Pott Co Homeless Link – Through providing operational funds, near homeless and homeless individuals and families will have access to case management and stable housing.			2019	\$15,750.00	\$109,720.00	\$16,206.27	\$109,720.00		\$ Number of persons assisted	2019	75	31	41%	
		2020					2020								
		2021					2021								
		2022					2022								
		2023					2023								
		TOTALS	\$15,750.00	\$109,720.00	\$16,206.27	\$109,720.00	MULTI-YEAR GOAL	TOTALS	75		31	41%			
		Supportive Services for Homeless	New Visions - Joshua House - Through providing operational funds, homeless individuals will have emergency shelter .	2019	\$20,000.00	\$582,880.00	\$20,839.79	\$582,880.00	\$ Number of persons assisted		2019	800	2650	331%	
2020							2020								
2021							2021								
2022							2022								
2023							2023								
TOTALS	\$20,000.00			\$582,880.00	\$20,839.79	\$582,880.00	MULTI-YEAR GOAL	TOTALS		800	2650	331%			
2019 SUBTOTAL					\$95,800.00	\$3,950,804.00	\$99,095.75	\$4,004,804.00			2,110	4,038	191%		
FIVE YEAR SUBTOTAL			\$95,800.00	\$3,950,804.00	\$99,095.75	\$4,004,804.00		2,110	4,038	191%					
Housing Counseling Services															
Housing Counseling	Family Housing Advisory Services – Through providing housing counseling services, households will have access to homeownership and homeless prevention counseling and services.	2019	\$30,000.00	\$63,000.00	\$30,534.78	\$63,000.00	\$ Number of persons assisted	2019	575	319	55%				
		2020						2020							
		2021						2021							
		2022						2022							
		2023						2023							
		TOTALS	\$30,000.00	\$63,000.00	\$30,534.78	\$63,000.00		MULTI-YEAR GOAL	TOTALS	575	319	55%			
		2019 SUBTOTAL			\$30,000.00	\$63,000.00		\$30,534.78	\$63,000.00		575	319	55%		
FIVE YEAR SUBTOTAL			\$30,000.00	\$63,000.00	\$30,534.78	\$63,000.00		575	319	55%					
Meal Site Support															
Meal Site Support	MOHM's Place - Provide operating assistance to the local meal site for free	2019	\$17,000.00	\$163,000.00	\$17,658.29	\$163,000.00	\$ Number of persons assisted	2019	28470	11115	39%				
		2020						2020							
		2021						2021							
		2022						2022							
		2023						2023							
		TOTALS	\$17,000.00	\$163,000.00	\$17,658.29	\$163,000.00		MULTI-YEAR GOAL	TOTALS	28470	11115				
		2019 SUBTOTAL			\$17,000.00	\$163,000.00		\$17,658.29	\$163,000.00		28,470	11,115	39%		
FIVE YEAR SUBTOTAL			\$17,000.00	\$163,000.00	\$17,658.29	\$163,000.00		28,470	11,115	39%					
Public Facilities															
Facility Improvements	Iowa Family Works - Renovate facility for homeless women and their children as they undergo substance abuse treatment.	2019	\$80,000.00	\$50,000.00	\$1,356.68	\$0.00	\$ Number of persons assisted	2019	0	0	0%				
		2020						2020							
		2021						2021							
		2022						2022							

Priority Need Category / Associated Goal	Project Name and Description	Year	Sources of Funds Allocated		Sources of Funds Expended		Performance Indicator / Unit of Measure	Year	Expected Number	Actual Number	Percent Completed	Comments		
			CDBG	Other	CDBG	Other								
Facility Improvements	Catholic Charities - Renovate facility for homeless women and their children.	2023					MULTI-YEAR GOAL \$ Number of persons assisted	2023						
		TOTALS	\$80,000.00	\$50,000.00	\$1,356.68	\$0.00		TOTALS	0	0				
		2019						2019						
		2020						2020						
		2021						2021						
		2022						2022						
		2023						2023						
TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	MULTI-YEAR GOAL	TOTALS	0	0						
2019 SUBTOTAL			\$80,000.00	\$50,000.00	\$1,356.68	\$0.00		0	0	0%				
FIVE YEAR SUBTOTAL			\$80,000.00	\$50,000.00	\$1,356.68	\$0.00		0	0	0%				
Slum and Blight Removal														
Slum and Blight Removal	Mid-City Railroad Corridor Project - Improve the sustainability of suitable living environment by removing slum and blighted conditions in the Mid-City Corridor Area.	2019	\$850,000.00	\$50,000.00	\$0.00	\$0.00	\$ Number of blighted businesses/properties removed	2019	0	0	0%	project canceled		
		2020						2020						
		2021						2021						
		2022						2022						
		2023						2023						
		TOTALS	\$850,000.00	\$50,000.00	\$0.00	\$0.00		MULTI-YEAR GOAL	TOTALS	0	0			
		2019							2019					
2020						2020								
2021						2021								
2022						2022								
2023						2023								
TOTALS	\$0.00	\$0.00	\$0.00	\$0.00	MULTI-YEAR GOAL	TOTALS	0	0						
2019 SUBTOTAL			\$850,000.00	\$50,000.00	\$0.00	\$0.00		0	0	0%				
FIVE YEAR SUBTOTAL			\$895,000.00	\$150,000.00	\$0.00	\$0.00		0	0	0%				
CDBG Program Administration and Unobligated Funds														
	CDBG Program Administration	2019	\$210,000.00	\$0.00	\$207,303.17	\$0.00						Includes \$23,521.69 for FY2015 admin overage payback using program income.		
		2020												
		2021												
		2022												
		2023												
		TOTALS	\$210,000.00	\$0.00	\$207,303.17	\$0.00								
		2019	\$95,600.00	\$0.00	\$74,421.54	\$0.00								
2020														
2021														
2022														
2023														
TOTALS	\$95,600.00	\$0.00	\$74,421.54	\$0.00										
	HOME Activity Delivery Costs	2019	\$0.00	\$0.00	\$5,576.22	\$0.00								
		2020												
		2021												
		2022												
		2023												
		TOTALS	\$0.00	\$0.00	\$5,576.22	\$0.00								
		2019	\$0.00	\$0.00	\$0.00	\$0.00								
2020														
2021														
2022														
2023														
TOTALS	\$0.00	\$0.00	\$0.00	\$0.00										
2019 SUBTOTAL			\$305,600.00	\$0.00	\$287,300.93	\$0.00								
FIVE YEAR SUBTOTAL			\$305,600.00	\$0.00	\$287,300.93	\$0.00								
2019 TOTALS			\$2,008,466.67	\$5,673,380.67	\$697,815.62	\$4,910,714.00		2,779	4,374	157%				
FIVE YEAR TOTALS			\$2,236,466.67	\$5,773,380.67	\$697,815.62	\$4,910,714.00		3,026	4,374	145%				

Community Development Advisory Communication

Department: Community
Development Advisory Committee
Case/Project No.:
Submitted by:

Amendment to the 2019-2023
Consolidated Plan and the 2019
Action Plan

Council Action: 5/27/2020

Description

Background/Discussion

Recommendation

ATTACHMENTS:

Description	Type	Upload Date
Budget Amendment	Other	5/22/2020

SECTION I - 2019 COMMUNITY DEVELOPMENT PROGRAM AND PROJECT EXPENDITURES

Attachment A

	2018	2019	Staff CDBG Recommended	Projected Program Income (PI)*	CDAC & Staff CDBG + PI Recommended	Notes & Source of Program Income	
Community Development Program	Allocation	Request					
Part I - Housing Development							
<u>Housing Rehabilitation</u>							
Home Improvement Program	\$ 330,000.00	\$ 330,000.00	\$ 315,000.00	\$ 15,000.00	\$ 330,000.00	Admin: \$95,600 Emergency Repairs: \$25,000 Loan Payments: \$15,000 incoming Lead Hazard Control CDBG: \$512,000/3yrs Grant: \$2,300,000/3yrs Landlord Match: \$100,000/3yrs	
Lead Hazard Control Rehab	\$ -	\$ -	\$ 170,666.67	\$ 800,000.00	\$ 970,666.67		
League of Human Dignity	\$ 25,000.00	\$ 30,000.00	\$ 25,000.00		\$ 25,000.00		
Infil (NWHS)	\$ 120,000.00	\$ 150,000.00	\$ 150,000.00		\$ 150,000.00		
<u>Housing Development</u>							
Habitat for Humanity	\$ -	\$ 45,000.00	\$ 45,000.00		\$ 45,000.00		
Subtotal - Housing Development	\$ 475,000.00	\$ 555,000.00	\$ 705,666.67	\$ 815,000.00	\$ 1,520,666.67		
Part II - Economic Development							
Subtotal - Economic Development		\$ -	\$ -	\$ -	\$ -		
Part III - Public Services/Facilities							
<u>Homeless/Transitional</u>							
MICAH House	\$ 33,600.00	\$ 50,000.00	\$ 37,000.00		\$ 37,000.00	Max 15% of \$972,094 = \$145,814.10 Current total \$157,000	
Catholic Charities	\$ 8,400.00	\$ 20,000.00	\$ 11,500.00		\$ 11,500.00		
HFS - Heartland Homes	\$ 11,550.00	\$ 15,000.00	\$ 11,550.00		\$ 11,550.00		
HFS - PCHO	\$ 15,750.00	\$ 20,000.00	\$ 15,750.00		\$ 15,750.00		
New Visions - MOHM's Place	\$ 33,600.00	\$ 17,000.00	\$ 17,000.00		\$ 17,000.00		
New Visions - Joshua House	\$ -	\$ 35,000.00	\$ 20,000.00		\$ 20,000.00		
<u>Public Facilities and Improvements</u>							
HFS - HH and Transitions Renovations	\$ 30,000.00	\$ 105,000.00	\$ 50,000.00		\$ 50,000.00		
New Visions - Timothy House Renovation	\$ -	\$ 50,000.00	\$ 50,000.00		\$ 50,000.00		
Senior Center - Pool Room Renovation	\$ 10,000.00	\$ -	\$ -		\$ -		
MICAH House - Heat Treatment Room	\$ 35,000.00	\$ -	\$ -		\$ -		
<u>Housing Counseling</u>							
FHAS	\$ 26,000.00	\$ 46,000.00	\$ 30,000.00		\$ 30,000.00		
Subtotal - Public Services/Facilities	\$ 203,900.00	\$ 358,000.00	\$ 242,800.00	\$ -	\$ 242,800.00		
Public Services - COVID-19							
COVID-19 Administration	\$ -	\$ 116,168.00	\$ 116,168.00	\$ -		No cap on public services for CDBG-CV.	
Food Security	\$ -	\$ 174,252.00	\$ 174,252.00	\$ -			
Direct Financial Assistance	\$ -	\$ 174,252.00	\$ 174,252.00	\$ -			
Business Support	\$ -	\$ 116,168.00	\$ 116,168.00	\$ -			
Subtotal	\$ -	\$ 580,840.00	\$ 580,840.00	\$ -	\$ -		
Part IV - Planning/Administration/Project Supervision							
CD Project Delivery Costs	\$ 70,250.00	\$ 90,000.00	\$ 90,000.00	\$ -	\$ 90,000.00		
Administration	\$ 264,750.00	\$ 185,000.00	\$ 210,000.00	\$ -	\$ 210,000.00		
Subtotal - CD Department	\$ 335,000.00	\$ 275,000.00	\$ 300,000.00	\$ -	\$ 300,000.00		
Part V - Undesignated							
Undesignated Funds	\$ 347,100.00						
Subtotal - Undesignated	\$ 347,100.00	\$ -	\$ -	\$ -	\$ -		
Total CD Program	\$ 1,361,000.00	\$ 1,768,840.00	\$ 1,829,306.67	\$ 815,000.00	\$ 2,063,466.67		
Community Development Projects							
Neighborhood Development (1st Ave Construction)	\$ 100,000.00	\$ -	\$ -	\$ -	\$ -	CIP CD20-02 \$100,000	
Neighborhood Development (South 19th Street)	\$ -	\$ 400,000.00	\$ 400,000.00	\$ 100,000.00	\$ 500,000.00		
Neighborhood Development (Opportunities)	\$ 282,900.00		\$ 250,000.00	\$ -	\$ 250,000.00		
Neighborhood Development (TBD)	\$ 250,000.00		\$ 235,579.04	\$ -	\$ 235,579.04		
Neighborhood Development (South 13th St)	\$ 350,000.00		\$ -	\$ -	\$ -	Gen Fund CD-20-03 (\$50,000)	
Mid-City Cleanup (Slum and Blight)	\$ 150,000.00	\$ 150,000.00	\$ -	\$ 50,000.00	\$ 50,000.00		
Mid-City Acquisitions (Storage Units) (Slum and Blight)	\$ -	\$ 850,000.00	\$ 850,000.00	\$ -	\$ 850,000.00	Acquisition, relocation, demolition (3 yrs slum and blight)	
Blighted Program (22nd Ave and S 6th St)	\$ -	\$ -	\$ -	\$ -	\$ -		
Blighted Program (South End-1218 22nd Ave)	\$ 60,000.00	\$ -	\$ -	\$ -	\$ -		
Blighted (NWHS)	\$ 15,000.00	\$ -	\$ -	\$ -	\$ -		
Total CD Projects	\$ 1,207,900.00	\$ 1,400,000.00	\$ 1,735,579.04	\$ 150,000.00	\$ 1,885,579.04		
Total CD Program and Projects	\$ 2,568,900.00	\$ 3,168,840.00	\$ 3,564,885.71	\$ 965,000.00	\$ 3,949,045.71		

SECTION II - 2017 COMMUNITY DEVELOPMENT PROGRAM AND PROJECT REVENUES

Part I - CDBG Grants and Carryover		\$ Amounts
CDBG 2019 Entitlement		\$ 900,000.00
CDBG COVID-19		580,840.00
Obligated Carryover		\$ 2,083,045.71
Unobligated Carryover		\$ -
Miscellaneous Fees or Refunds		\$ 1,000.00
Subtotal - CDBG Grants and Unobligated Income		\$ 3,564,885.71
Part II - CDBG Obligated Program Income		\$ Amounts
Home Improvement Program (Loan Payments)		\$ 15,000.00
Mid-City Corridor		\$ 50,000.00
Neighborhood Development (South 19th Street)		\$ 100,000.00
Lead Hazard Control Rehab		\$ 800,000.00
Subtotal - CDBG Obligated Income		\$ 965,000.00
Total CD Program and Project Income		\$ 4,529,885.71
		\$ 0.00

* Program income includes the following activities: grant funds awarded, loan payments and CIP.

5/22/2020

Community Development Advisory Communication

Department: Community
Development Advisory Committee
Case/Project No.:
Submitted by:

Citizen Participation Plan

Council Action: 5/27/2020

Description

Background/Discussion

Recommendation

ATTACHMENTS:

Description	Type	Upload Date
Citizen Participation Plan	Other	5/26/2020

CITIZEN PARTICIPATION PLAN

COUNCIL BLUFFS COMMUNITY DEVELOPMENT PROGRAM

Administered by the
Community Development Department
(AMENDMENT 5-27-2020)



City Hall
209 Pearl Street
Council Bluffs, IA 51503
712/328-4629

CITIZEN PARTICIPATION PLAN

I. INTRODUCTION

This Citizen Participation Plan (the “Plan”) is a requirement of the Consolidated Plan process outlined in 24 CFR 91.105 of the Housing and Community Development Act of 1974 and its amendments. The Plan sets forth the steps the City shall provide for and encourage citizens to participate in the development and any substantial amendment of the Consolidated Plan and/or Annual Action Plan and the development of the Annual Performance Report. As an Entitlement Community receiving CDBG and HOME funds from HUD, the City of Council Bluffs carries out a Citizen Participation Plan as a part of its Assessment of Fair Housing (AFH) and Consolidated Plan processes.

The Consolidated Plan and each year’s Annual Action Plan guide the City’s use of Community Development Block Grant (CDBG), Home Investment Partnership (HOME), American Dream Downpayment Initiative (ADDI) and other federal funds which are made available from the U. S. Department of Housing and Urban Development (HUD). The Annual Performance Report provides an assessment of the funds expended and a quantitative analysis of the program for project outcomes. The entire Consolidated Plan process shall be integrated into the City’s overall yearly goal-setting and budget process and shall provide for citizen access designed to encourage participation by groups most directly effected during the Consolidated Plan process, as well as the general.

II. ENCOURAGEMENT OF CITIZEN PARTICIPATION

The City intends to allow and encourage all citizens to be involved during the Consolidated Plan process and the AFH, with opportunities to express views on housing and community development needs and to participate in planning, reviewing and assessing actions to meet those needs proposed and performed by the City and to be informed prior to the time of any official action by the City Council. In particular, to include low and moderate income persons, particularly those living in slum and blight areas; low and moderate income neighborhoods; minorities; non-English speaking persons; persons with disabilities; residents of and assisted housing developments; and residents of targeted revitalization areas in which developments are located. Also, to ensure that those groups most directly effected during the Consolidated Plan process are represented, citizen participation will be accomplished by, but not limited to, the following methods:

- a. Communicating with housing, emergency shelter and transitional housing organizations and community agencies that serve lower income clientele, minorities, non-English speaking persons and persons with mobility, visual or hearing impairments;

- b. Communicating with nonprofit organizations, agencies and other interested parties;
- c. Encouraging, in conjunction with the City of Council Bluffs Community Development Department, the participation of housing residents and assisted housing developments;
- d. Offering hearings on housing and community development needs, development of proposed activities, review of program performance and the proposed strategies and actions for affirmatively furthering fair housing consistent with the AFH; and
- e. Ensuring that all citizens wishing to submit their view be offered an opportunity.

In addition, the City will provide information to the Municipal Housing Authority of Council Bluffs about the Consolidated Plan and AFH process so that the housing agency can make this information available at its annual hearing.

III. COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

The Community Development Advisory Committee (the “Advisory Committee”) shall monitor the Consolidated Plan and AFH process and shall ensure that the Plan is followed by the City. The Advisory Committee will serve as a forum for receiving comments and providing information to the on the development or substantial amendment of the Consolidated Plan, Affirmative Fair Housing Plan, and/or Annual Action Plan and the development of the Annual Performance Report. The Advisory Committee shall work with the Community Development Department and other appropriate City Boards, Commissions and Councils in the development of the Consolidated Plan and Annual Action Plan. Further, the Advisory Committee may be utilized to provide comment and recommendations on other community development related programs.

IV. DEVELOPMENT OF THE CITIZEN PARTICIPATION PLAN

In order to provide citizens with a reasonable opportunity to comment on the Citizen Participation Plan and on substantial amendments to the Plan, the Advisory Committee will hold at least one hearing, as outlined in Section VIII of this Plan. The Plan and substantial amendments to the Plan shall be adopted by Resolution of the City Council following the review and recommendation of the Advisory Committee. The Plan is available to the and upon request, may be made available in a format accessible to persons with disabilities.

V. DEVELOPMENT OF THE CONSOLIDATED PLAN AND ANNUAL ACTION PLANS

The Advisory Committee will hold a series of meetings during the development of the Consolidated Plan, Annual Action Plan, and/or AFH that would include identification of community housing and non-housing needs, prioritization of needs, strategy development to meet identified needs and budget recommendations to implement those strategies. Citizen participation opportunities, as identified in Section II of this Plan, shall be utilized to increase participation in the development of the Consolidated Plan.

The Advisory Committee shall hold at least one hearing, as outlined in Section VIII of this Plan, prior to action of a draft plan for comment and shall provide not less than a 30-day comment period before final action. The Consolidated Plan, AFH, and/or Annual Action Plans shall be adopted by the Advisory Committee and forwarded to the Mayor. The City Council shall act on the proposed Consolidated Plan, Annual Action Plan, and/or AFH. Adoption by Resolution of the City Council is required prior to submission to HUD.

A summary of the draft Consolidated Plan and/or Annual Action Plan shall be published in The Daily Nonpareil, and made available for citizen distribution, prior to the commencement of the 30-day comment period. The complete document shall be available for review at the Council Bluffs Public Library, the City Clerk's Office and the Community Development Department.

Any comments received during the comment period or at the hearings shall be summarized and attached to the Consolidated Plan and/or Annual Action Plan prior to submission to HUD. This shall include a summary of any comments or views not accepted and the reasons therefore.

VI. AMENDMENTS TO THE CONSOLIDATED PLAN, ANNUAL ACTION PLANS AND AFH

The City will amend its approved Consolidated Plan, Annual Action Plan, and/or to the AFH whenever it makes a decision to:

- a. Make a change in its allocation priorities or a change in the method of distribution of funds;
- b. Carry out an activity using funds from any program covered by the Consolidated Plan (including program income), not previously described in the Annual Action Plan; or
- c. Change the purpose, scope, location or beneficiaries of an activity.

The City will use the following criteria for determining what changes in the City's planned or actual activities constitute a substantial amendment to the Consolidated Plan and/or Annual Action Plan:

- a. Change in the use of CDBG funds from one eligible activity to another.

A change in the entity responsible for carrying out an activity or a change in the location of a proposed project will not constitute a substantial amendment.

A notice of the proposed substantial amendment will be published in The Daily Nonpareil and a hearing will be held following the 30-day comment period. The City will consider any comments or views received in writing, or orally at hearings, in preparing the substantial amendment. Substantial amendments shall be adopted by Resolution of the City Council after the review and recommendation of the Advisory Committee prior to submission to HUD. Any comments received during the comment period or at the hearing shall be considered and shall be summarized and attached to the substantial amendment prior to submission to HUD. This shall include a summary of any comments or views not accepted and the reasons therefore.

VII. ANNUAL PERFORMANCE REPORTS

This document includes a summary on the status of all community development activities funded by the City in the previous program year. The Annual Performance Report represents the annual evaluation of the local program. Notice of the Annual Performance Report availability will be published in The Daily Nonpareil and copies of the draft will be available for review at the Council Bluffs Public Library, the City Clerk's Office and the Community Development Department.

Prior to submission to HUD, the Advisory Committee shall, following a 15-day comment period hold a hearing, as outlined in Section VIII of this Plan, on the Annual Performance Report. Any comments received during the comment period or at the hearing shall be considered and shall be summarized and attached to the Annual Performance Report.

VIII. HEARINGS

Citizen involvement is an on-going function of the community development process. Meetings and hearings will be held periodically throughout the year to advise the about the program, to discuss planning and project proposals, and to solicit comments about community development policy.

A notice will be published in the legal section of The Daily Nonpareil and posted at City Hall not less than five (5) nor more than ten (10) days prior to the meetings or hearings. Hearing notices may also be sent to a listing of organizations and groups that represent the social, economic, neighborhood and business groups that may have an interest in the program. The Advisory Committee will develop this listing. Hearing notices shall

include sufficient information about the subject of the hearing to permit informed comment.

IX. COVID-19 WAIVER TO AMENDMENT PROCESS

On March 26 2020, HUD released a super waiver related to the Coronavirus pandemic (COVID-19). The waiver reduces the comment period for the Consolidated Plan and Annual Action Plan substantial amendments required to no less than five (5) days. Additionally, the City commits to providing additional ways for public comment that still limit public gatherings. The City shall provide participation through electronic means including phone call-in teleconferencing and web-based conferencing. Comments will be accepted in writing or via email as well. As requested, the City will continue to offer translation services for citizens.

X. MEETINGS

The Community Development Department will schedule meetings at sites that are accessible. Special measures will be taken to assure an opportunity for involvement by low-income persons, the elderly, handicapped and disabled persons, minorities, and civic and business interests. Also, upon request, the Community Development Department shall provide interpretive services for non-English speaking and hearing impaired individuals and groups and shall provide informational handouts in foreign languages. The arrangement and costs of such services shall be incurred by the Community Development Department. Any questions or requests for special accommodations or services for meetings should be directed, at least 48-hours in advance to the Community Development Department.

In addition to the scheduled hearings, the Advisory Committee may hold other meetings as necessary to further their duties and responsibilities.

XI. ACCESS TO INFORMATION

Citizens will be informed that comments are invited at the meetings or may be presented in writing. All written comments will be made available to the Advisory Committee. Comments and questions will be accepted throughout the year and should be addressed to: Director; Community Development Department; City Hall, 209 Pearl Street; Council Bluffs, Iowa 51503.

Citizens, agencies and other interested parties including those most affected, shall be permitted the opportunity to receive information. Program records, files, and information are confidential to the extent provided by Chapter 68A of the Code of Iowa. Information not protected by this chapter, or otherwise specified by federal regulations to be information, will be made available upon request.

All component documents which make up the content of the Community Development Program in Council Bluffs, including but not limited to: the Consolidated Plan; the

Annual Action Plan; Annual Performance Report; and neighborhood or special project plans will be available for viewing in the Community Development Department. All written comments on any of these documents, received by the Director of the Department, will be responded to in writing in not less than fifteen (15) working days from the date of receipt. All comments and copies of the response will be placed in the appropriate contract file in the Department.

XII. TECHNICAL ASSISTANCE

The Community Development Department staff will provide technical assistance and support to any organizations or groups that may request it, in particular to groups' representative of persons of low and moderate income. That assistance may be limited to activities that are directly associated with the Community Development Program. Specific assistance may be provided in the planning, development, and implementation of projects or activities. The staff may also assist in preparing proposals for funding assistance under any of the programs covered by the Consolidated Plan.

Department staff members will be available on request to meet with any organization or group to discuss the policies, projects, or activities of the Community Development Program. Such meetings are encouraged to: 1) provide program and policy information; 2) share comments; and 3) answer questions about community issues.

XIII. OBJECTIONS AND COMPLAINTS

If a citizen wishes to make a complaint or grievance about any matter relating to the Community Development Program, including the Consolidated Plan, Annual Action Plan, Annual Performance Report and amendment processes, they may do so by writing to: Director; Community Development Department; City Hall, 209 Pearl Street; Council Bluffs, Iowa 51503. All letters of complaint will be responded to within fifteen (15) working days after receipt.

Citizens may contact HUD directly if they wish to object to any part of the Community Development Program, or if they feel that they have been aggrieved by any program, activity, or procedure funded through the Community Development Program. Such objections should be made to: Director; Community Planning and Development Division; Department of Housing and Urban Development; Omaha Office, Region VII; Executive Tower Centre; 10909 Mill Valley Road; Omaha, Nebraska 68154-3955.