



**AGENDA
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE**

**Council Bluffs Public Library - Meeting Room A
Tuesday, March 18, 2025 - 5:30 PM**

- 1. CALL TO ORDER**
- 2. APPROVAL OF MINUTES**
 - A. Approval of Minutes - September 25, 2024
- 3. PROOF OF PUBLICATION**
 - A. Proof of Publication
- 4. APPROVAL OF AGENDA**
- 5. PUBLIC HEARING/REGULAR MEETING**
 - A. Review the 2024 Comprehensive Annual Performance Evaluation Report (CAPER)
- 6. OTHER BUSINESS**
 - A. Election of Officers
- 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) 890-5350 or email at charter@councilbluffs-ia.gov.

Community Development Advisory Communication

Department: Community

Development Advisory Committee

Approval of Minutes - September

Case/Project No.:

25, 2024

Council Action: 3/18/2025

Submitted by:

Description

Background/Discussion

Recommendation

ATTACHMENTS:

Description

September 25, 2024 Meeting Minutes

Type

Minutes

Upload Date

3/14/2025

MINUTES
Community Development Advisory Committee
Council Bluffs Public Library, Meeting Room A, 400 Willow Avenue
Wednesday September 25, 2024 – 5:30 p.m.

A. Call to Order

The meeting was called to order by Chairman Mathews at 5:30pm

Attendees: Chairman Tracy Mathews, Cole Epley, Jesse Skudler, Wendi Stane

Absent: Vice-Chairman Missy Adkins

Staff: Courtney Harter, Dessie Redmond, Marianne Collins

B. Approval of Minutes

1. Approval of Minutes - September 18, 2024.
Motion to approve Stane. Second by Skudler. Motion carried with all ayes.

C. Proof of Publication

1. Redmond stated the publication is on file

D. Approval of Agenda

1. Motion to approve by Skudler. Second by Stane. Motion carried with all ayes.

E. Public Hearing/Regular Meeting

1. Approve FY2025 CDBG Annual Budget
 - Harter stated that all applicants are eligible on the ranking sheets, all applicants had submitted all documentation. Redmond explained the budget layout for 2025 showing the requested amounts and staff recommendations and also what is remaining for the 2024 budget. Redmond read through the Public Services rankings and proposed to talk through the Public Facilities rankings.
 - Harter asked the board if they have any questions on how staff did their recommendations. Harter explained we can make any changes they want to see happen. Skudler asked if we could move some funds from Micah House to Catholic Charities. Epley mentioned at Family Housing Advisory Services does offer something different than everyone else, that he took that into consideration

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when completing his rankings. Mathew suggested an additional \$3,000 to Catholic Charities, additional \$2,000 to New Vision-MOHMs Place, removing \$5,000 from Micah House.

- Public Facilities, Micah House for bathroom for \$125,000. The City recommending not funding this project. Harter explained we may be able to do some supplemental money since the project is already started and the funds are needed to finish the project.
- Redmond and Harter gave updates on Down Payment Assistance and what each project is needing for the next budget year. Harter gave an updated on the E. Manawa Drive project, where the funds were coming from and what CDBG would be contributing. Harter asked the Board if they have any ideas to let staff know, we will be needing to find 36 buyers for this subdivision before June 2026.
- Redmond gave an update on the Battery Factory, hoping to start seeing changes in the next year with cleaning the soil and the adjacent soil.
- Water Works Lead Line Replacement Program, Harter gave an update on how the program will work. CDBG plans to fund the project 3 years for \$150,000 each year, this is year 2 of 3. The average per home is \$1,000 to \$3,500 depending on where the water line is located.
- Redmond stated we do not have any Slum and Blight and haven't for awhile. Harter explained how Slum and Blight work and how we can use it. If the Battery Factory cannot get to good soil we will have to move those expenses to Slum and Blight.
- Harter explained the City is allowed to carry around \$500,000 of our CDBG budget each year and are required to do a timeliness test. Harter explained how the timeliness test works every year. Mathews asked about the \$1,500,000 this year compared to the \$1,750,000 last year, Harter said it should not be a problem.

A. Motion to approve with the changes by Skudler. Second by Stane. Motion carried with all ayes.

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2. Approve FY2025 HOME Annual Budget

- Harter explained the HOME funds and how the budget is decided. She explained how HOME and CDBG funds differ and the different projects that have received HOME funds in the past. Spin Lofts was not accepted for tax credits this past year. Skudler asked if Spin Lofts will be able to get the needed tax credits this coming up year. Harter explained how the scoring system works for the tax credits.

A. Motion to approve by Epley. Second by Skudler. Motion carried with all ayes.

F. Other Business

None

G. Presentation's from Committee Members

None

H. Adjournment

Mathews adjourned the meeting at 6:15pm

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Community Development Advisory Communication

Department: Community
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Case/Project No.:
Submitted by:

Proof of Publication

Council Action: 3/18/2025

Description

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Recommendation

ATTACHMENTS:

Description

Type

Upload Date

Proof of Publication

Other

3/14/2025

AFFIDAVIT OF PUBLICATION

The Daily Nonpareil

State of Florida, County of Broward, ss:

India Johnston, being first duly sworn, deposes and says: That (s)he is a duly authorized signatory of Column Software, PBC, duly authorized agent of The Daily Nonpareil, a newspaper printed and published three (3) days a week at Council Bluffs, in said County and State, and that the notice herto attached was published in said newspaper once each day for the period on the dates below listed.

PUBLICATION DATES:

Mar. 8, 2025

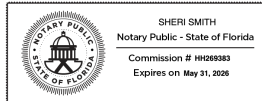
NOTICE ID: 5YDDjyXHw3vamewoGXC2

PUBLISHER ID: COL-9101720

NOTICE NAME: 2024 CAPER Public Hearing

India Johnston

(Signed) _____



VERIFICATION

State of Florida
County of Broward

Subscribed in my presence and sworn to before me on this: 03/10/2025

S. Smith

Notary Public

PUBLICATION FEE: \$17.69

Notarized remotely online using communication technology via Proof.

2024 Consolidated Annual
Performance Evaluation Report

NOTICE OF PUBLIC HEARING

Notice is hereby given that the Community Development Advisory Committee will hold a public hearing on Monday, March 18, 2025 at 5:30 p.m. at the Council Bluffs Public Library, Meeting Room A to solicit and receive testimony on the 2024 Consolidated Annual Performance Evaluation Report (CAPER) and the B-2025 – Annual Action Plan. All interested persons are invited to attend and present testimony. Any questions or anyone requiring reasonable accommodations to attend this meeting should be directed, at least 48 hours in advance to Dessie Redmond, Community Development Department, 209 Pearl Street, Council Bluffs, Iowa 51503; phone (712) 890-5350 or email DRedmond@councilbluffs-ia.gov .
March 8, 2025 COL-9101720

Community Development Advisory Communication

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

Review the 2024 Comprehensive
Annual Performance Evaluation
Report (CAPER)

Council Action: 3/18/2025

Description

Background/Discussion

Recommendation

ATTACHMENTS:

Description	Type	Upload Date
2024 CAPER	Other	3/14/2025

CITY OF COUNCIL BLUFFS, IOWA

Matthew J. Walsh, Mayor

DUNS# - 051955433

FISCAL YEAR 2024 (FY24) CONSOLIDATED ANNUAL PERFORMANCE AND EVALUATION REPORT (CAPER)



COMMUNITY DEVELOPMENT PROGRAMS
January 1 through December 31, 2024
B-18-MC-19-0005

Submitted to HUD on: March 31, 2025

Community Development Department
209 Pearl Street, Council Bluffs, IA 51503
Phone: (712) 890-5352 / Fax: (712) 328-4915
Email: charter@councilbluffs-ia.gov

CAPER

1

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.

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 2024 and the Five-Year Omaha/Council Bluffs Consolidated Plan. 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
1A. Affordable Housing Development & Preservation	Affordable Housing	CDBG: \$	Homeowner Housing Added	Household Housing Unit	10	5	50%	2	5	250%

1A. Affordable Housing Development & Preservation	Affordable Housing	CDBG: \$	Direct Financial Assistance to Homebuyers	Households Assisted	30	5	16%	6	5	83%
1B. Owner-Occupied Housing Rehab	Affordable Housing	CDBG: \$ / HUD Lead Hazard Reduction: \$	Rental units rehabilitated	Household Housing Unit	50	0	0%	10	0	0%
1B. Owner-Occupied Housing Rehab	Affordable Housing	CDBG: \$ / HUD Lead Hazard Reduction: \$	Homeowner Housing Rehabilitated	Household Housing Unit	110	13	11%	22	13	59%
2A. Supportive Services for LMI & Special Needs	Non-Housing Community Development	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	500	93	18%	100	93	93%
2A. Supportive Services for LMI & Special Needs	Non-Housing Community Development	CDBG: \$	Homeless Person Overnight Shelter	Persons Assisted	9825	5984	61%	1965	5984	305%
2B. Housing Counseling	Affordable Housing	CDBG: \$	Public service activities other than Low/Moderate Income Housing Benefit	Persons Assisted	1875	207	11%	375	207	55%

3A. Improve & Expand Access to Public Facilities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	6695	0	0.00%	70	0	0.00%
3A. Improve & Expand Access to Public Facilities	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities for Low/Moderate Income Housing Benefit	Households Assisted	6345	597	9%	1269	597	47%
3B. Improve & Expand Public Infrastructure	Non-Housing Community Development	CDBG: \$	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit	Persons Assisted	2500	1	0%	500	1	0%
4A. Slum and Blight Removal	Non-Housing Community Development	CDBG: \$ / EPA Brownfield Cleanup: \$	Buildings Demolished	Buildings	10	2	20%	2	2	100%
5A. Effective Program Administration	Non-Housing Community Development	CDBG: \$	Other	Other	5	1	20%	1	1	100%

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 2024, the City's anticipated CDBG entitlement amount was \$975,000. In addition to the annual CDBG entitlement, the City also received a four year Lead Hazard Remediation grant with a total of approximately \$1,910,300, which breaks down to approximately \$477,575 each year for four years. Actual expenditures during 2024 were \$1,500,518.79 in CDBG funds, \$92,061.75 in direct program income to the City and \$5,149,385.00 was leveraged by subrecipients.

During 2024, the City provided affordable housing, increased housing education and outreach, expanded services for homeless populations, and contributed to economic and community revitalization. The City assisted 13 single-family owner-occupants to remain in their homes by providing loans and grants for rehabilitation for housing repairs. Four new single family attached homes and one single-family detached home were completed, and all units were sold to a low-moderate income households with down payment assistance. Over the past year, the City and its partners provided housing counseling to 207, existing homeowners and new homeowners to increase access to housing and stable home ownership. CDBG funds provided shelter for 7,211 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	6036
Black or African American	1516
Asian	29
American Indian or American Native	317
Native Hawaiian or Other Pacific Islander	17
Total	7915
Hispanic	708
Not Hispanic	7438

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

Narrative

During 2024, the City assisted 8,146 units/households/persons. Of the 8,146 units/households/persons 13 households were assisted with housing rehabilitation repairs, along with 2 households with housing rehabilitation repairs specific to lead for homeowners. Five households were provided down payment assistance. Approximately, 7418 persons were assisted through the City's Public Services sub-recipients. Of the total assisted, about 32% of the persons/households assisted were non-White. Of those non-White persons/households 19% were Black or African American. Also, 9% of the persons/households assisted were of Hispanic ethnicity. According to the US Census Bureau, in 2024 approximately 87.6% of the population in Council Bluffs is White, followed by 2.6% Black, .3% Asian, and 10.6% Hispanic. Approximately 74% of the persons/households assisted with CDBG funds were 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	1,438,728	1,500,518.79
Other	public - federal	568,153	

Table 3 - Resources Made Available

Identify the geographic distribution and location of investments

Target Area	Planned % of Allocation	Actual % of Allocation	Narrative Description
Battery Factory Site	10%	2%	Demoed two houses next to Battery Factory site to prepare for residential development
Citywide, Low/Mod	40%	100%	CDBG dollars used for LMI households
E. Manawa Site	10%	0%	Currently working On construction of infrastructure
Neighborhood Revitalization Strategy Area (NRSA)	35%	56%	56% of CDBG dollars used within the NRSA boundary
Spin Lofts Site	5%	0%	Infrastructure in place. LIHTC applications not approved last two years. Working on finding other sources of funding

Table 4 – Identify the geographic distribution and location of investments

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 CDBG expenditures during 2024 were \$1,500,518.79. There was approximately \$92,061.75 in direct program income to the City with an additional \$5,149,385 that was leveraged by the City's subrecipients. This means that for every \$1.00 in CDBG funds received by the City, approximately another \$3.49 in direct program income and other private and public resources were leveraged to assist in addressing the needs identified in the 2024-2028 Consolidated Plan and 2024 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 subrecipients 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 Outreach 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	NA	NA
Number of non-homeless households to be provided affordable housing units	375	207
Number of special-needs households to be provided affordable housing units	0	0
Total		

Table 5 – Number of Households

	One-Year Goal	Actual
Number of households supported through rental assistance	NA	NA
Number of households supported through the production of new units	5	5
Number of households supported through the rehab of existing units	12	13
Number of households supported through the acquisition of existing units	NA	NA
Total		

Table 6 – Number of Households Supported

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

Discuss how these outcomes will impact future annual action plans.

Over the last two years, 14 new single family homes were built for LMI persons at Hillside Estates. Specifically in 2024, five were built and sold to LMI families with down payment assistance. Additionally, about five market rate homes have also been built, so the development is coming along nicely. In 2022, the City started infrastructure construction on Spin Lofts, which will

utilized HOME funds. The infrastructure was completed in 2024. The total units expected for this project at 50 with 40 being built for LMI persons with the other units being for a mix of other income levels. In 2023 and 2024, the developer for this project submitted applications for low-income housing tax credits (LIHTC) but unfortunately did not receive the credits. In 2025, the City plans to go a different direction from utilizing LIHTC and instead allocate HOME-ARP funds to help construct the project.

In 2024, the City with it's Iowa West Foundation partner started a new Housing Development Program. The program aims to address the critical need for housing in Council Bluffs and would commit to accelerating housing construction, targeting the creation of over 900 new residential units over the next 10 years. In 2024, Habitat for Humanity began constructure on their Baldwin Court project, the City, setting the stage for adding additional affordable housing units within the NRSA.

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
Extremely Low-income	4402
Low-income	477
Moderate-income	246
Total	5281

Table 7 – Number of Households Served

Narrative Information

During 2024, ten very low and low income households were part of the City's Affected Properties Program. Additionally, the City provided five households with down-payment assistance (DPA) using CDBG dollars.

Worst-case housing needs are defined as low-income renter households who pay more than half of their income for rent, live in seriously substandard housing, which includes homeless people, or have been involuntarily displaced. The needs of persons with disabilities do not include beds in nursing homes or other service-centered facilities. To address worst case needs and the progress in meeting the needs of persons with disabilities the City partners with CDBG subrecipients to provide housing and meals for this vulnerable population. Additional programs like 24 hour emergency shelter, permanent and supportive housing programs as well as food programs and choice pantries are also provided through the City and its partners.

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

The City develops and initiates 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. The agency providing outreach include the following:

- Heartland Family Service (HFS) (through its Pottawattamie County Homeless Link Program and its various housing programs) also provides mobile outreach teams that do street outreach/street canvassing. Outreach workers identify individuals in need, screen, develop of rapport, offer support while assisting with immediate and basic needs, transportation, referrals to appropriate resources, and connecting individuals to permanent housing. Clients are screened and prioritized using the coordinated assessment tool selected by the Metro Area Continuum of Care for the Homeless (MACCH). The MACCH Coordinated Entry System (CES) ensures that everyone who is experiencing homelessness is identified and prioritized for supportive housing based on severity of need as identified through the CES assessment.
- Pottawattamie County Street Outreach (PCSO) is a significant part of the continuum-coordinated efforts to reach persons in need of housing assistance. HFS and PCSO participates in the MACCH Outreach workgroup and leads outreach efforts in Pottawattamie County.
- At the time of this report, the 2024 PIT numbers had not been finalized by MACCH. However, New Visions had some preliminary numbers from their reporting and shared that they located 111 street level homeless through their street outreach and there were 108 men that stayed in New Visions the night of the PIT count.

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 the programs have long waiting lists. This requires individuals and families—ready for their next step toward self-sufficiency—to remain in emergency shelters until the 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 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.

In summary, some trends that are showing is an increase in numbers for female homelessness for single women as well as dependency on the overflow in shelters. Additionally, long wait times for families experiencing homelessness.

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

In 2024, the City met with members on a monthly basis at the Human Services Advisory Council (HSAC) meetings to discuss housing needs in the community. Additionally, the City met with Municipal Housing Agency (MHA) to discuss their needs.

The MHA 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 Mission of MHA includes, but is not limited, to the following

- Provide affordable, safe, decent and sanitary housing to low-income families that will promote economic mobility and a suitable living environment free from discrimination.
- To provide safe and sanitary living conditions for very low income families while maintaining their rent payments at an affordable level.
- To minimize public housing vacancies and continue to improve turnaround days to maintain MHA's High Performer Status in HUD's PHAS Accreditation
- Housing for elderly and disabled low income families in or Public Housing units.

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.

MHA 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 MHAis 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 2024, the City worked with Civitas, LLC to complete the AFFH, Consolidated Plan, Annual action Plan and a Housing Plan. In 2023, the City along with the guidance from Civitas, held a stakeholder and a community to get feedback and information on community needs. As part of the City's effort to obtain additional information, an online survey was also conducted. We received 248 responses to the community survey and 31 responses to the stakeholder survey. Civitas explained that compared to other jurisdictions of similar size, this is a very good response rate. This data will be included in the Consolidated Plan/AFFH plan.

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.

The city created informational webpages that explain eligibility requirements and have resources for both property-owners and tenant-occupied homes. The City implemented an online application portal, called Neighborly, for applicants to apply online to help ease the time with filling out hard copies of required paperwork to apply for the programs. In 2024, the Lead mascot "Chipper" attended National Night Out and other City events to help get information out about the the rehab and lead remediation programs.

2. Expanded the Affected Properties Program to city-wide.

When the City first implemented this program, only properties within the NRSA were eligible to apply. However, we quickly learned that the program was needed city-wide and it was therefore expanded. In 2024, the City rehabbed 13 properties for LIM households, of which three of those households were in the NRSA.

3. Worked with NeighborWorks Home Solutions to build new construction single-family house plans to create a new, more affordable unit for purchase.

More recently, the City also started working with Habitat for Humanity to add additional, new and affordable homes for purchase, for example, the Baldwin Court project. Additionally, if a site is adequate in size and nature, the City has been encouraging organizations to build single-family attached units to encourage a more dense housing stock while providing affordable units.

4. Continued partnerships with the Human Services Advisory Council (HSAC) and the FEMA Emergency Food and Pantry (EFSP).

Once a month, City staff attend an HSAC meeting to work with community partners. HSAC seeks to synergize the efforts of non-profit organization in and around Council Bluffs to maximize their impact and help improve the lives of the people in the community. There is also a HSAC Housing Committee that City attends meetings. The goals and objectives of the Housing Committee is to participate in community activities to spread housing information, have an annual renter's rights/fair housing clinic, and to share with local landlords on the funding opportunities that are available to assist with repairs and in improving their property(s). In 2024, the City continued is once a month meetings with HSAC and attended the annual renter's clinic.

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

In 2024 the City was awarded another Lead Based Paint Hazard Control Grant (LBPHC) for approximately \$1.9 million over a four year period of time to remediate lead in low-to-moderate income households. Previously in 2018, the City received a \$2,000,000 a LBPHC. The City is currently working on this program with a goal to assess 100 units and remediate lead in those units. In 2024, the City worked on outreach efforts and completed two remediation. Some of the outreach actions include creating a 'lead mascot' named Chipper. Chipper attended several City gatherings including National Night Out and the 4th of July Parade. Chipper handed out informational lead brochures and posed for pictures with kids. Staff attended a "Back to School" fair that was attended by students from the Council Bluffs community. At the fair, staff handed out informational lead brochures and fun items to catch the attention of students and staff, including highlighters with stickers about the lead program. Informational lead brochures were also included in trash bills and sent out to all property-owners within the city limits.

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

The City supports efforts of non-profit and public agencies working to reduce the number of poverty-level families. Specifically the City supports the MICAH House that provides families with housing that can accommodate families with up to 10 members. They also provide case management services for families that address personal barriers to permanent housing. The City also supports the efforts of Heartland Family Services that provide programs and services to individuals and families to help focus on a family's well-being, housing, safety and financial stability.

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

During the first year of the 2024-2028 Consolidated Plan, 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.

Utilizing an award for 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.

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 two 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 list serve.
- 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 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 subrecipients who are working under a long-term contract for services. Monitoring of subrecipients 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 subrecipients, 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 2024 the Community Development Department staff conducted 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. Staff continued to monitor these programs in 2024 for compliance.

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 2024 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 CR-00 Administration.

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.

In 2024 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 2024 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-58 – Section 3

Identify the number of individuals assisted and the types of assistance provided

Total Labor Hours	CDBG	HOME	ESG	HOPWA	HTF
Total Number of Activities	0	0	0	0	0
Total Labor Hours					
Total Section 3 Worker Hours					
Total Targeted Section 3 Worker Hours					

Table 8 – Total Labor Hours

Qualitative Efforts - Number of Activities by Program	CDBG	HOME	ESG	HOPWA	HTF
Outreach efforts to generate job applicants who are Public Housing Targeted Workers					
Outreach efforts to generate job applicants who are Other Funding Targeted Workers.					
Direct, on-the job training (including apprenticeships).					
Indirect training such as arranging for, contracting for, or paying tuition for, off-site training.					
Technical assistance to help Section 3 workers compete for jobs (e.g., resume assistance, coaching).					
Outreach efforts to identify and secure bids from Section 3 business concerns.					
Technical assistance to help Section 3 business concerns understand and bid on contracts.					
Division of contracts into smaller jobs to facilitate participation by Section 3 business concerns.					
Provided or connected residents with assistance in seeking employment including: drafting resumes, preparing for interviews, finding job opportunities, connecting residents to job placement services.					
Held one or more job fairs.	13				
Provided or connected residents with supportive services that can provide direct services or referrals.					
Provided or connected residents with supportive services that provide one or more of the following: work readiness health screenings, interview clothing, uniforms, test fees, transportation.					
Assisted residents with finding child care.					
Assisted residents to apply for, or attend community college or a four year educational institution.					
Assisted residents to apply for, or attend vocational/technical training.					
Assisted residents to obtain financial literacy training and/or coaching.					
Bonding assistance, guaranties, or other efforts to support viable bids from Section 3 business concerns.					
Provided or connected residents with training on computer use or online technologies.					
Promoting the use of a business registry designed to create opportunities for disadvantaged and small businesses.					
Outreach, engagement, or referrals with the state one-stop system, as designed in Section 121(e)(2) of the Workforce Innovation and Opportunity Act.					

Other.					
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Table 9 – Qualitative Efforts - Number of Activities by Program

Narrative