

SPECIAL COUNCIL
CDBG Applicant Presentations
June 3, 2019

Mayor Kling called the meeting to order at 4:17 p.m.

Clerk made note that Councilmembers Bruner, Hogaboam, Levi, Haverfield, were present. Councilmembers absent were Rodriguez, Skaug.

The City of Nampa receives Community Development Block Grant Fund every year from the Federal Government to be used for community development in our city, more specifically to develop and sustain resources that benefit low-and-moderate income persons, aid in the prevention or elimination of slums or blight, or meet an urgent need.

Background:

Seventeen applications (including Administration & Planning) were received during the 2019 program year application process and each applicant will present their program at the June 3rd special Council Workshop. This year our Entitlement Grant amount is \$796,464.00 and will be distributed among the eligible applicants based on HUD guidelines for allocation limits.

This year we have 6 eligible Public Service grant application requests. The process for funding Public Service applications starts with CDBG staff reviewing each for eligibility and then forwarded the application to the Review Committee. The Review Committee is made up of 5 citizens at large for scoring, ranking, and funding options. All the grant applicants have been invited to present their project to City Council during the workshop on June 3rd.

The job of the review committee was to thoroughly review each application, and to score each application based on the information provided by answering a series of questions that addresses:

- Experience with type of activity/program they are proposing
 - * Past results vs goals
 - * Successes and benefits to community
- Administrative structure
 - * Board Involvement
 - * Board training is conducted & budgeted in operational budget
 - * Organizational Chart & Board Member Form
- Operational Budget & Audits
- Leveraging the impact of CDBG funds to the greatest extent possible
- Experience & capability with grant administration
 - * Last time policies & procedures were reviewed
- Staff experience with same type or similar program and experience with target population
- How well is the program/project meeting the needs of the community?
 - * # and % of Low-Moderate income populations being benefitted
 - * Is it in a target neighborhood
 - * How well is the population being targeted
 - * Statement of Need

The total cumulative scores for each application are then tallied and put into ranking order and are detailed in Matrix 1.

Overall Consolidated Plan Goals & Objectives

The Nampa City of Nampa has a Consolidated plan that identifies the following Goals and Objectives and Proposed projects should fall under one of the goals and objectives:

Commercial & Residential Revitalization

Permanent, quality affordable housing

Homeowner housing rehabilitation program

Explore rental housing rehabilitation program

Continue to fund and support social service providers with priority towards domestic violence and persons with disabilities

Improve neighborhood conditions in the city's lowest income areas

Reduce homelessness

Work regionally to improve transportation options

The priorities that were listed as “high priority funding” within the Consolidated Plan are:

- Improved accessibility in Nampa, including transit, community infrastructure, and accessible homes.
- More affordable and diverse housing options.
- Neighborhood revitalization and increased economic opportunity for residents living in North Nampa. Job growth to allow Nampa residents to both live and work in Nampa.
- Improved housing options for individuals/families leaving domestic violence situations.
- Expanded key social services—including mental health services.

Housing Priorities

- Explore and support opportunities for rental assistance programs and new units to serve very low-income renters, especially families who are leaving domestic violence situations and/or are families with children.
- Explore and support credit counseling, down payment assistance, and affordable infill opportunities for moderate-income renters wanting to buy in Nampa
- Continue housing rehabilitation programs for low-and-moderate income households, prioritizing accessibility and visibility.

Economic Opportunity Priorities

- Support and expand job training for residents who are under/unemployed.
- Improve transit options in North Nampa.
- Expand health services, including mental health and healthy food choices, in neighborhoods and for residents where services are lacking

Fair Housing Priorities

- Credit improvement and education for future homeowners and owners at risk of foreclosure.

- Opportunities for economic growth in North Nampa.

All the applications have been divided into three categories:

1. Administration/Planning
2. Public Services
3. Non-Public Service/Community Development

Limits to allocation:

- Federal regulations mandate that we can allocate a maximum of 20% of our entitlement funds to Administration & Planning.
- Federal regulations mandate that we can allocate a maximum of 15% of our entitlement funds to Public Service.
- The Council adopted City of Nampa Application Guidelines for program year 2019 which states:
 - o No more than 4 Public Service sub recipients (non-city sponsored projects) would be funded; and
 - o After staff calculations of the submitted applications, staff recommends Nampa City Council motion to approve the guidelines to allow up to 14% (\$111,504.96) of the CDBG funds to be allocated to Public Service projects as the City of Nampa would be within the regulations.

Recommendations for Funding for Program Year 2019:

Matrix 1 sums up the ranking of the Public Service projects from the review committee and provides a funding recommendation for the top 4 scoring applicants. The total amount of funds available for all projects after Administration Set Aside is \$640,597.98

HUD Entitlement is:	\$ 794,464.00
Admin:	\$ 155,866.02
Total available for Projects (including PS):	\$ 640,597.98
PS Funding Recommendation at 14% Cap:	\$ 111,504.96
Total Available for Non-Public Service/Community Development Projects =	\$529,093.02

Administration & Planning: Nampa City Staff requested \$3,426.78 less than the maximum available for Administration due to staffing changes and reorganization. This puts the administration & planning at 19.57% of the entitlement, keeping within the 20% max. cap.

Public Service: The Review Committee & CDBG staff recommends Council approve the Program Year 2019 guidelines to allow a 14% allocation for Public Service activities. All options presented by the review committee identify Public Services projects to be funding with the 14% cap. As identified in the guidelines, CDBG staff recommends approving no more than 4 public service projects.

- The CDBG Application Guidelines for PY 2019 states:

In reviewing and evaluating proposals for CDBG funding for the current CDBG Program Year, consideration/priority will be given to the following types of projects that:

- o Successfully maximize utilization of outside (non-CDBG) funds and services (including cash contributions, in-kind contributions, and volunteers).
- o Demonstrate that the agency has the staff capability and capacity to successfully implement the proposed project.
- o Are clearly defined and realistic in scope, location, need, budget, and goals.
- o Demonstrate a clear and effectual plan for evaluating the progress of the project toward addressing the identified need or problem.
- o Utilize a proven effective strategy to improve conditions or solve an identified problem; including those that are federal requirements.
- o Demonstrate readiness to be implemented in a timely manner once the CDBG funds are awarded.
- o Have strong neighborhood/community support.

All public service projects are shown in the matrix 1 are based on their ranking order by the review committee. At this point I would like to open it to council discussion on funding levels of Public Service Projects.

Non-Public Service /Community Development: All Non-Public Service /Community Development projects are shown in the matrix based on their ranking order by the review committee.

Tonight, you are being asked to allocate the funding for the 2019 CDBG Program year. A 30-day public comment period will follow starting on June 22th. The adoption of the Program Year 2019 CDBG Annual Action Plan will occur during a Public Hearing on August 6th.

MATRIX 1

2019 Program Year Grant Allocation		\$	796,464.00
		Adopted Budget	
Administration			
CDBG Administration and Planning		\$	155,866.02
<i>Max Available 20% Cap</i>		\$	159,292.80
<i>Difference</i>		\$	3,426.78
		Recommended	
Ranking	Public Service Activities	Allocation	Requested Amount
1	Saint Alphonsus - Meals on Wheels	\$ 30,000.00	\$ 35,000.00
2	Advocates Against Domestic Violence	\$ 21,500.00	\$ 67,374.00
3	CATCH of Canyon County	\$ 20,000.00	\$ 20,000.00
4	The Salvation Army	\$ 40,000.00	\$ 40,000.00
5	Boys and Girls Club	\$ -	\$ 30,000.00
6	Nampa Family Justice Center	\$ -	\$ 25,000.00
			\$ -
	Total Public Service	\$ 111,500.00	\$ 217,374.00
	<i>Max Available at 14% Cap</i>	\$ <i>111,504.96</i>	
	<i>Difference</i>	\$ <i>4.96</i>	

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Non Public Service Activities	Recommended	
	Allocation	Requested Amounts
Salvation Army Remodel Project	\$ -	\$ 89,946.00
Nampa Family Justice Center	\$ -	\$ 81,637.72
1st Street South & 12th Ave S Improvements - Public Works 3rd Priority	\$ -	\$ 235,785.00
Orchard Avenue Pedestrian Improvements - Public Works 2nd Priority	\$ -	\$ 98,520.00
1st Street South & 13th Ave S Improvements - Public Works 1st Priority	\$ -	\$ 235,785.00
Lions Park Shelter - Parks 1st Priority	\$ -	\$ 108,000.00
Lions Park Playground - Parks 2nd Priority	\$ -	\$ 70,000.00
Housing Repair Loan Program	\$ -	\$ 100,112.54
Brush-Up Nampa	\$ -	\$ 15,734.00
Sidewalk Repair Program	\$ -	\$ 41,084.20
Total Non-Public Service	\$ -	\$ 1,076,604.46
Total Non-Public Service Available = \$529,597.98		
Total 2019 Entitlement Grant	\$ 796,464.00	
Admin Cap (20% max) = \$159,292.80	\$ 155,866.02	
Total Public Service Cap (14% max) = \$111,504.96	\$ 111,500.00	

2019 Application Review Committee Score Summary

Summary of All Reviewers	Grant Applicant					
	Advocates Against Family Violence	Boys and Girls Club	CATCH	Nampa Family Justice Center	Salvation Army	St Alphonsus Meals on Wheels
National Objective & LMI Populations (15)	73.00	70.00	75.00	73.00	73.00	74.00
Consolidated Plan Objective & Goals (15)	75.00	71.00	73.00	65.00	74.00	75.00
Project Description (5)	25.00	17.00	24.00	24.00	23.00	25.00
Statement of Need (5)	23.00	23.00	23.00	21.00	24.00	23.00
Program Delivery (15)	71.00	60.00	73.00	67.00	65.00	72.00
Applicant Capacity (20)	95.00	80.00	94.00	82.00	94.00	97.00
Coordination (5)	25.00	22.00	23.00	22.00	25.00	25.00
Leveraging Other Funds (5)	24.00	23.00	24.00	8.00	24.00	24.00
Budget (15)	75.00	55.00	73.00	58.00	75.00	75.00
Total Score	486.00	421.00	482.00	420.00	477.00	490.00
Max Score = 500	97.20%	84.20%	96.40%	84.00%	95.40%	98.00%

Review Committee Top 4 Public Service Applications as Scored

1. St. Alphonsus – Meals on Wheels – 490/500
2. Advocates Against Family Violence – 486/500
3. CATCH – 482/500
4. The Salvation Army – 490/500

- a. Public Service Projects
 - Advocates Against Domestic Violence – Kim Deugan
 - Boys and Girls Club – Melissa Gentry
 - C.A.T.C.H. of Canyon County – Stephanie Day
 - The Salvation Army – Amber Young
 - Nampa Family Justice Center – Criselda De La Cruz
 - Saint Alphonsus – Meals on Wheels – Tonia Bellegante
 - b. Non-Public Service Projects
 - Nampa Family Justice Center – Criselda De La Cruz
 - Salvation Army Remodel Project – Margie Potter
 - c. City of Nampa Non-Public Service Projects
 - 1st Street S & 12th Ave S Improvements – Public Works 3rd Priority – Krystal Budke
 - Orchard Avenue Pedestrian Improvements – Public Works 2nd Priority – Krystal Budke
 - 1st Street South & 13th Ave S Improvements – Public Works 1st Priority – Krystal Budke
 - Lions Park Shelter – Parks 1st Priority – Cody Swander
 - Lions Park Playground – Parks 2nd Priority – Cody Swander
 - Housing Repair Loan Program – Matt Jamison
 - Brush-Up Nampa – Matt Jamison
 - Sidewalk Repair Program – Matt Jamison
1. Nampa City Council Open Discussion on Funding Allocation Options
 2. Nampa City Council Allocation Recommendation Decision
 - a. Administration & Planning
 - b. Public Service
 - c. Non-Public Service

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MOVED by Haverfield and **SECONDED** by Hogaboam to **allocate the recommended amounts to the Public Works Projects as follows:** Saint Alphonsus – Meals on Wheels – \$30,000 Advocates Against Domestic Violence \$21,500 C.A.T.C.H. of Canyon County \$20,000. The Salvation Army \$40,000 for a total of \$111,500. **Funding of the Non-Public Service Projects:** Salvation Army Remodel \$80,000 Nampa Family Justice Center \$80,000 1st Street South & 13th Ave S Improvements \$234,098 Lions Park Shelter \$80,000 Brush Up Nampa \$15,000, Sidewalk repair program \$40,000 for a total of \$529,098. After council discussion the motion was withdrawn by the first and second.

MOVED by Bruner and **SECONDED** by Hogaboam to **continue this special meeting to a date certain of June 10, 2019 at 7:00 PM.** The Mayor asked for a roll call vote with all Councilmembers present voting **YES.** The Mayor declared the

MOTION CARRIED

MOVED by Haverfield and **SECONDED** by Hogaboam to **adjourn the meeting** at 6:06 p.m. The Mayor declared the

MOTION CARRIED

Passed this 17th day of June 2019.

MAYOR

ATTEST:

NAMPA CITY CLERK