CITY OF WEST DES MOINES
CITY COUNCIL MEETING COMMUNICATION

ITEM: Community Development Block Grant Program
2015-20 Consolidated Plan and
2015-16 Annual Action Plan

DATE: May 18, 2015

FINANCIAL IMPACT: It is anticipated the City of West Des Moines will receive $232,321 in Community Development Block Grant funds from the United States Department of Housing and Urban Development in July 2015. Total revenues and expenditures have been included in the 2015-16 budget.

BACKGROUND: In October 2004, the United States Department of Housing and Urban Development (HUD) identified the City of West Des Moines as a potential grantee for the Entitlement Community Development Block Grant (CDBG) Program. As an entitlement city, West Des Moines is eligible for HUD funds to address defined needs in the community. The program provides annual grants on a formula basis to entitled cities and counties (those over 50,000 people) to develop viable urban communities by providing decent housing and a suitable living environment, and by expanding economic opportunities, principally for low and moderate income persons.

To receive the annual CDBG entitlement grant, a grantee must develop and submit to HUD its Consolidated Plan. The Consolidated Plan is the jurisdiction's comprehensive planning document and application for funding under the Community Planning and Development formula grant programs. The Consolidated Plan consists of a 3-5 year Strategic Plan and a One-year Action Plan. The 3-5 year Strategic Plan outlines program goals, specific objectives, annual goals, and benchmarks for measuring progress. The One-year Action Plan is a concise summary of the actions, projects, and programs that will take place during the next year to address the priority needs and specific objectives identified by the strategic plan.

The statutes for the formula grant programs set forth three basic goals against which the plan and the jurisdiction's performance under the plan will be evaluated by HUD. These statutory program goals are: (1) decent housing; (2) a suitable living environment; and (3) expanded economic opportunities.

The draft 2015-16 Annual Action Plan was prepared based on the draft 2015-20 Consolidated Plan. The draft Consolidated Plan and the Annual Action Plan began a 30-day public review and comment period on April 15, 2015 and ended May 15, 2015. During this time, the draft Consolidated Plan and Annual Action Plan were available for review by the public at the following locations: City of West Des Moines website, West Des Moines Community and Economic Development Department, West Des Moines Human Services, and the West Des Moines Library.

No comments have been received.

The approved 2015-20 Consolidated Plan and 2015-16 Annual Action Plan will be submitted to HUD field office in Omaha, Nebraska. HUD will review the plan for up to 45 days. It is anticipated the CDBG programs would begin as early as July 1, 2015.

2015-2016 Annual Action Plan

The 2015-16 Annual Action Plan defines the funding allocation for the 2015-16 Fiscal Year.

Program Year 2015-16 Proposed Budget

Category	*Allocation*
Administration	$46,464
Public Service – Transit Pass Program	$24,848
Public Service – Homeless Prevention	$8,000
Public Service – Transitional Housing Program	$2,000
Infrastructure – Internet Access	$121,009
Housing – Owner-Occupied Rehabilitation	$30,000
Total Allocation	$232,321

Administration

- *Project Description* – Staff expenses related to administering the CDBG Program
- *Eligible Expense* – Salaries, supplies, training, etc.
- *National Objective:* Not Applicable (HUD Matrix Code: 21A – General Program Administration)
- *Department* – Community & Economic Development Department
- *Allocation* - $46,464

Public Service – Transitional Housing Program

- *Project Description* – Continue to support one unit in the program
- *Eligible Expense* – Rent and utilities
- *National Objective:* Low/Mod Limited Clientele (HUD Matrix Code: 03C – Homeless Facilities (not operating costs))
- *Department* – Human Services Department
- *Allocation* - $2,000

Public Service – Transit Pass Program

- *Project Description* – Transportation passes for the Des Moines Area Regional Transit Authority (DART)
- *Eligible Expense* – One-year unlimited passes for DART
- *National Objective*: Low/Mod Limited Clientele (HUD Matrix Code: 05E – Transportation Services)
- *Department* – Community & Economic Development Department/Human Services Department
- *Allocation* – $24,848

Public Service – Homeless Prevention

- *Project Description* – Homeless Prevention dollars to West Des Moines households for utility assistance and eviction prevention – available to renters and owner-occupied households

- *Eligible Expense* – up to $500 per household per year in homeless prevention assistance
- *National Objective*: Low/Mod Limited Clientele (HUD Matrix Code: 05 – Public Services)
- *Department* – Community & Economic Development Department/Human Services Department
- *Allocation* - $8,000

Infrastructure – Internet Access

- *Project Description* – Provide internet receivers to low-income households for affordable internet connection
- *Eligible Expense* – Installation and purchase of receiver
- *National Objective*: Low/Mod Area Limited Clientele (HUD Matrix Code: 03 – Public Facilities and Improvements - General)
- *Department* – Community & Economic Development Department and Public Works
- *Allocation* - $121,009

Housing – Owner-Occupied Rehabilitation

- *Project Description* – rehabilitation of a minimum of nine homes on the Metro Home Improvement Program waiting list
- *Eligible Expense* – Rehabilitation of housing
- *National Objective*: Low/Mod Limited Clientele (HUD Matrix Code: 14A – Rehab; Single Unit Residential)
- *Department* –Community & Economic Development Department
- *Allocation* - $30,000

OUTSTANDING ISSUES (if any): None

RECOMMENDATION: Staff recommends City Council approve the resolution approving the 2015-20 Consolidated Plan and the 2015-16 Annual Action Plan and authorize the Mayor and City Clerk to sign necessary Plan certifications.

ATTACHMENTS:

Exhibit I	-	Notice of Public Hearing
Exhibit II	-	Resolution – Approval of 2015-20 Consolidated Plan and 2015-16 Annual Action Plan

The following plans are available from Ryan Jacobson or myself (they are too large to include as exhibits to this staff report):

- City of West Des Moines 2015-20 Consolidated Plan
- City of West Des Moines Citizen Participation Plan
- Regional Analysis of Impediments to Fair Housing Choice
- City of West Des Moines Outreach Policy for Minority and Women Owned Business/Contractors

Lead Staff Member: Christine Gordon, Housing Planner

STAFF REVIEWS

Department Director	Clyde E. Evans
Appropriations/Finance	
Legal	
Agenda Acceptance	RTJ

PUBLICATION(S) (if applicable)

Published In	Des Moines Register West Indianola Record Herald Madisonian News Dallas County News
Dates(s) Published	May 8, 2015 May 13, 2015 May 6, 2015 May 14, 2015

SUBCOMMITTEE REVIEW (if applicable)

Committee			
Date Reviewed			
Recommendation	Yes	No	Split

EXHIBIT I

NOTICE OF PUBLIC MEETING

The City of West Des Moines has been identified as a grantee for the U.S. Dept. of Housing & Urban Development's Community Development Block Grant Program (CDBG). As an entitlement city, WDM would be eligible for HUD funds to address defined needs in the community. A Consolidated Plan, including a Five-Year Strategic Plan and One-Year Action Plan has been written to define the needs of the community and describe the programs which may be funded through the CDBG Program.

The City of West Des Moines will hold a public hearing at the May 18, 2015, City Council Meeting to present the Consolidated Plan for approval.

This public hearing will be held on Monday, May 18, 2015, at 5:30 P.M. in the Council Chambers of the West Des Moines City Hall located at 4200 Mills Civic Parkway, West Des Moines, Iowa.

It is the responsibility of the individual with a disability requiring accommodations to inform the Community Development Department, at least 48 hours in advance, that certain accommodations are requested. The City of West Des Moines is pleased to provide these accommodations in order to allow full participation in the Board of Adjustment meetings. Please contact the Community Development Department at 515-273-0770 to request these accommodations.

Clyde E. Evans, AICP
Community & Economic Development Director

EXHIBIT II

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST DES MOINES, APPROVING THE CITY OF WEST DES MOINES' 2015-2020 CONSOLIDATED PLAN AND 2015-16 ANNUAL ACTION PLAN FOR THE EXPENDITURE OF FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING

WHEREAS, the City of West Des Moines is an eligible Community Development Block Grant (CDBG) entitlement community;

WHEREAS, the City must develop a five-year Consolidated Plan and one-year Action Plan for community development programs to guide the investment of these CDBG funds;

WHEREAS, the City has prepared the 2015-20 Consolidated Plan and 2015-16 Annual Action Plan, through participation from citizens, interest groups, and City staff;

WHEREAS, the Consolidated Plan and Annual Action Plan has been available for review by the public for thirty days, April 15, 2015 to May 15, 2015;

WHEREAS, the City of West Des Moines has conducted public meetings and otherwise informed citizens, public agencies, and other interested parties of the Consolidated Plan and Annual Action Plan and of their opportunity to participate in the development of the Plan.

THEREFORE, BE IT RESOLVED that the Council of the City of West Des Moines, Iowa hereby adopts this 2015-20 Consolidated Plan and 2015-16 Annual Action Plan, dated May 18, 2015, and authorizes the Mayor to submit these plans to the United States Department of Housing and Urban Development, for their review and approval.

PASSED AND ADOPTED on May 18, 2015

_____
Steven K. Gaer
Mayor

ATTEST:

_____
Ryan Jacobson
City Clerk