

MEMORANDUM

DATE: August 13, 2019
TO: Community Development Committee
FROM: Nicole Crutchfield, Planning Director
RE: Community Development Committee Meeting on August 20

The next meeting of the Community Development Committee is Tuesday, August 20, 2019 at 2:30 p.m., in the Commission Chambers at Fargo City Hall. If you are not able to attend, please contact the office at 701.241.1474. Thank you.

COMMUNITY DEVELOPMENT COMMITTEE
Tuesday, August 20 – 2:30 p.m.
Commission Chambers
AGENDA

1. Welcome & Introductions
2. Approve or Amend Agenda
3. Approve Minutes – June 18, 2019
4. Public Comment
5. CDBG/HOME Updates
 - a. Approve Amendments Proposal (attached) – Action Needed
 - b. Affordable Senior Housing Development Proposals (handouts) – Action Needed
6. Staff Updates: (handouts at meeting)
 - a. Social Service funds update and CD Division calendar for Fall 2019
 - b. House moving and available vacant lot inquiry (Roosevelt Neighborhood)
 - c. LDC Diagnostic Code Plan and Core Neighborhoods Plan Updates
7. Announcements & Interests: (handouts at meeting)
 - a. Update on Community Land Trust
 - b. United Way Notice of Funds Available
 - c. Downtown Master Plan – Community Development Division Activities
8. Adjourn

Community Development Committee meetings are broadcast live on cable channel TV Fargo 56 and can be seen live by video stream on www.FargoND.gov/streaming. They are rebroadcast each Monday at 10:30 a.m. and Thursday at 2:30 p.m. Meeting minutes are available at www.FargoND.gov/communitydevelopmentcommittee.

People with disabilities who plan to attend the meeting and need special accommodations should contact the Planning Department at 701.241.1474 or TDD at 701.241.8258. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements.

**COMMUNITY DEVELOPMENT COMMITTEE
MINUTES**

Regular Meeting:

Tuesday, June 18, 2019

The Regular Meeting of the Community Development Committee of the City of Fargo, North Dakota, was held in the Commission Chambers at City Hall at 2:30 p.m., Tuesday, June 18, 2019.

The Community Development Committee Members present or absent were as follows:

Present: Commissioner John Strand, Mayor Tim Mahoney, Jim Johnson, Linda Klebe, Michael Redlinger, John Gunkelman, Samantha McDonald, Ken Enockson, Thomas Hill (United Way)

Absent: Matthew Pike, Melissa Rademacher (DCP), Sami Eidenschink (HBA FM)

Item 1. Welcome

Chairperson Strand welcomed Members to the meeting and introductions were made.

Item 2. Approve or Amend Agenda

Member Johnson moved the agenda be approved as presented. Second by Member McDonald. All Members present voted aye and the motion was declared carried.

Item 3. Approval of Minutes: April 16, 2019

Member Johnson moved the minutes of the April 16, 2019 Community Development Committee meeting be approved. Second by Member Enockson. All Members present voted aye and the motion was declared carried.

Item 4. Public Comment

No public comment was provided.

Item 5. Community Land Trust (CLT) Update – Information from the FM Area Foundation

Planning Director Nicole Crutchfield introduced April Walker, FM Area Foundation Board Member. Ms. Walker gave a brief background of the Community Land Trust project, including how the FM Area Foundation became involved.

Ms. Walker noted that the FM Area Foundation is currently working with a consultant, Burlington Associates, for the first phase feasibility study and development. She reviewed the goals of the community land trust and reviewed the proposed 5-year scenario.

The Board discussed the acquisition and location of properties, possible funding sources, next steps to move the project forward, and sustainability.

Item 6. Updates from the Fargo Housing and Redevelopment Authority

Ms. Crutchfield gave a brief update noting work is being done with the High Rise residents regarding next steps during the restructuring, a plan of action is being put together for a single room occupancy property across from the Library, and discussion is happening regarding a Housing Authority owned property on 42nd Street South.

Item 7. Neighborhood Updates:

a. Overview of the TIF concept for the Roosevelt Neighborhood

Ms. Crutchfield provided a brief history of the project noting the St. Paul's Newman Center Addition zoning change and plat have already been approved by the City Commission. She said that the developer has now submitted a petition for Tax Increment Financing (TIF), stating that the Century Code has limits to how TIF money can be used. Additionally, it was stated that this item would be heard at the Tax Exempt Review Committee meeting next week.

Ken Enockson and Jim Laschkewitsch spoke on behalf of the Roosevelt Neighborhood Association, noting that a neighborhood meeting was held about a month ago discussing this issue. Mr. Laschkewitsch stated that the neighborhood has not felt this project is a good use of TIF funds, and would rather see rehabilitation projects and enforcement to maintain the upkeep of current homes. They shared that Jim Gilmour, Director of Strategic Planning and Research, spoke at the meeting and reviewed what TIF funds could be used for.

Discussion was held regarding the upcoming Core Neighborhoods Study and its importance to identify neighborhood needs, affordable housing, the Neighborhood Revitalization Initiative program through Gate City Bank, and use of City funds for neighborhoods.

Member Strand stated the Tax Exempt Review Committee meets next Tuesday and this item is on the agenda.

b. Core Neighborhood Association

Ken Enockson spoke on behalf of the Fargo Neighborhood Coalition providing a background of those involved with the group, and stated that their goal is information dissemination, and being an advocate for neighborhoods and their common issues. He shared three top issues being neighborhood preservation and housing, a rental registry or licensing program, and a community land trust.

Discussion was held on interest in more information regarding the 64th Avenue South overpass project and funding. Mayor Mahoney noted that the 64th Avenue South project would not affect core neighborhood specials as they are not in close proximity to the project.

c. Downtown planning discussion – Carol Schlossman

Carol Schlossman, Downtown Neighborhood Association Vice Chair, provided the board with a handout regarding livability and affordable housing in downtown.

Main topics Ms. Schlossman shared were a focus on the Downtown Master Plan, increasing livability and affordability in Downtown, and accountability of alcohol serving establishments including tracking place of last drink (POLD).

Discussion was held on the data included in the handout. Mayor Mahoney stated that he would like Ms. Schlossman to coordinate with the Planning Department regarding the data for verification.

Item 8. Staff Updates

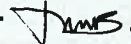
Ms. Crutchfield introduced the new Planning Department Assistant Planner Karin Flom, and stated due to time constraints an email would be sent with staff updates.

Chair Strand noted the Board reappointments of Members McDonald and Klebe, and welcomed John Gunkelman, incoming Planning Commission Chair, to the Community Development Committee.

Item 9. Adjourn

The time at adjournment was 3:50 p.m.

MEMORANDUM

TO: Community Development Committee
FROM: Tia Braseth, Community Development Planning Coordinator 
DATE: August 15, 2019
RE: Notice of Amendments to Community Development Block Grant (CDBG)/HOME 2019 Action Plan

The Department of Planning & Development is considering amendments to the City of Fargo's Community Development Block Grant (CDBG)/HOME 2019 Action Plan, previously approved by the Planning Commission (5/7/19), Community Development Committee (4/23/19), and the City Commission (6/17/19). Proposed amendments include:

- Identified scope, location, and budget for an activity under the previously approved Affordable Housing Development project
- Decreased budget for Affordable Housing Development project
- Identified scope, location, and budget for the previously approved Beyond Shelter, Inc. Acquisition project
- Increased budget for Beyond Shelter, Inc. Acquisition project
- Identified location for the previously approved Community Housing Development Organization (CHDO) Housing project

Each proposed amendment is detailed in the attached public notice, which was published in the July 25, 2019 Forum newspaper. This proposal was presented to the Planning Commission on August 6, 2019 and to the City Commission on August 12, 2019. The timeline for this amendment, including the 30-day public comment period, is outlined in the attached public notice. Once approved by citizens and the City, the amendment will be submitted to HUD for approval.

It is part of the City's adopted Citizen Participation Plan to take all substantial amendments to the Community Development Committee, Planning Commission, and City Commission as part of the review and approval process.

Recommended Motion: Approve proposed amendments.

Notice of Public Hearing & Public Comment Period
Amendments to 2019 Action Plan
Community Development Block Grant (CDBG)
& HOME Investment Partnerships Programs

The City of Fargo is considering amendments to its 2019 Action Plan, previously approved by City Commission on June 17, 2019. Specific locations have recently been identified for 2019 projects and must be included in the plan. Location updates are considered substantial amendments and must go through a citizen participation process. Also included in this amendment is a budget revision for two 2019 CDBG activities. The details and timeline for this process are outlined below. Upon City Commission action on August 26, 2019, a recommendation regarding these amendments will be forwarded to HUD for their consideration and approval.

- 30-Day Public Comment Period:** July 25, 2019 through August 25, 2019
- Send written comments or phone:** City of Fargo
Planning and Development Department
Attn: Community Development Planning Coordinator
225 4th Street North, Fargo ND 58102
701.476.4144
- Electronic Comments:** planning@FargoND.gov
- Public Hearing:** Monday, August 12, 2019 - 5:15 p.m.
Fargo City Commission Chambers
225 4th Street North, Fargo ND 58102
- Final City Commission Consideration:** Monday, August 26, 2019

Summary of Proposed Amendments:

1. Amendments to 2019 CDBG Affordable Housing Development Activity

- a. **Project site/activities/budget identified – 1529 10 Avenue South (\$48,000)**
Activities include acquisition and future construction of a single-family housing unit in partnership with Lake Agassiz Habitat for Humanity. *National Objective: Low to Moderate Income Housing Benefit [570.208(a)(3)]. CDBG Matrix Codes: 01 Acquisition and *12 Construction of Housing. Eligibility 24 CFR Part 570.201 (a) and 570.201 (m). *CDBG funds will only be used to fund acquisition, construction of housing will be funded and performed by Lake Agassiz Habitat for Humanity.*
- b. **Revise activity budget from \$284,049 to \$103,049 (reduction of \$181,000)**
An additional \$181,000 is needed for the previously approved Beyond Shelter, Inc. CDBG acquisition activity (original budget \$345,000), which will result in affordable senior rental housing. See Amendment #2(b) below.

2. Amendments to 2019 Acquisition Activity: Beyond Shelter, Inc.

- a. **Project site/activities/budget identified – 4225 28 Avenue South (\$526,000)**
Activities include acquisition and future construction of a multi-family senior rental housing complex in partnership with HomeField 3, LLLP (previously published and noted as Beyond Shelter, Inc.). *National Objective: Low to Moderate Income Housing Benefit [570.208(a)(3)]. CDBG Matrix Codes: 01 Acquisition and *12 Construction of Housing. Eligibility 24 CFR Part 570.201 (a) and*



570.201 (m). *CDBG funds will only be used to fund acquisition, construction of housing will be funded with non-CDBG funds (i.e., HOME funds, other federal and local sources).

b. **Revise activity budget from \$345,000 to \$526,000 (addition of \$181,000)**

The appraisal of the vacant land determined fair market value was \$520,000. An additional \$6,000 is needed for acquisition-related costs. Additional funds will be drawn from the Affordable Housing Development activity, see revised budget in Amendment #1(b).

3. **Amendments to 2019 Community Development Housing Organization (CHDO Project)**

a. **Project site identified – 4225 28 Avenue South**

Activities include construction of a multi-family senior rental housing complex.

Comments & Suggestions

Comments and suggestions from the public are encouraged through a public comment period and/or at the public hearing. The 2019 amended draft plan and activity amendments are available online at www.fargond.gov/planninganddevelopment/plansandstudies or by request through the Planning and Development Department. See contact information below.

The facility is accessible and can accommodate persons with disabilities. Alternative formats of this information or reasonable accommodations for persons with disabilities or limited English proficiency, including the availability of interpretation and translation services, will be made upon request (48 hours notice is required). Anyone who requires these services or an auxiliary aid to fully participate in the hearing should contact the Planning and Development Department at 701.241.1474/Planning@FargoND.gov, or the City of Fargo's Section 504/ADA Coordinator Brock Morrison at 701.298.6966 to arrange for services. To access TDD/Relay service dial 701.241.8258. It is the policy of the City of Fargo to provide services without regard to race, color, religion, sex, disability, familial status, national origin, age, marital status, veteran status, sexual orientation, gender identity, public assistance, domestic violence, lawful activity, or condition protected by applicable federal and state laws except where a Bona Fide Occupational Qualification (BFOQ) applies. The City is an equal employment/equal housing opportunity agency.

Published
in
7/25/19
Forum



Notice of Public Hearing & Public Comment Period Amendments to 2019 Action Plan Community Development Block Grant (CDBG) & HOME Investment Partnerships Programs

The City of Fargo is considering amendments to its 2019 Action Plan, previously approved by City Commission on June 17, 2019. Specific locations have recently been identified for 2019 projects and must be included in the plan. Location updates are considered substantial amendments and must go through a citizen participation process. Also included in this amendment is a budget revision for two 2019 CDBG activities. The details and timeline for this process are outlined below. Upon City Commission action on August 26, 2019, a recommendation regarding those amendments will be forwarded to HUD for their consideration and approval.

30-Day Public Comment Period: July 25, 2019 through August 25, 2019

Send written comments or phone: City of Fargo Planning and Development Department, Attn: Community Development Planning Coordinator, 225 4th Street North, Fargo ND 58102, 701.476.4144

Electronic Comments: planning@fargo.gov

Public Hearing: Monday, August 12, 2019 - 5:15 p.m. Fargo City Commission Chambers, 225 4th Street North, Fargo ND 58102

Final City Commission Consideration: Monday, August 26, 2019

Summary of Proposed Amendments:

1. Amendments to 2019 CDBG Affordable Housing Development Activity

a. Project site/activities/budget identified - 1529

10 Avenue South (\$48,000) Activities include acquisition and future construction of a single-family housing unit in partnership with Luke Agassiz Habitat for Humanity. National Objective: Low to Moderate Income Housing Benefit (570.208(a)(3)).

CDBG Matrix Codes: 01 Acquisition and *12 Construction of Housing. Eligibility 24 CFR Part 570.201 (a) and 570.201 (b).

*CDBG funds will only be used to fund acquisition, construction of housing will be funded and performed by Luke Agassiz Habitat for Humanity.

b. Revise activity budget from \$284,049 to \$103,049

(reduction of \$181,000) An additional \$181,000 is needed for the previously approved Beyond Shelter, the CDBG acquisition activity (original budget \$345,000), which will result in affordable senior rental housing. See Amendment #2(b) below.

2. Amendments to 2019 Acquisition Activity: Beyond Shelter, Inc.

a. Project site/activities/budget identified - 4225

28 Avenue South (\$628,000) Activities include acquisition and future construction of a multi-family senior rental housing complex in

partnership with HomeField 3, LLLP (previously published and noted as Beyond Shelter, Inc.). National Objective: Low to Moderate Income Housing Benefit (570.208(a)(3)).

CDBG Matrix Codes: 01 Acquisition and *12 Construction of Housing. Eligibility 24 CFR Part 570.201 (a) and 570.201 (b).

*CDBG funds will only be used to fund acquisition, construction of housing will be funded with non-CDBG funds (i.e., HOME funds, other federal and local sources).

b. Revise activity budget from \$345,000 to \$224,000

(addition of \$181,000) The appraisal of the vacant land determined fair market value was \$529,000. An additional \$6,000 is needed for acquisition-related costs. Additional funds will be drawn from the Affordable Housing Development activity, see revised budget in Amendment #1(b).

3. Amendments to 2019 Community Development Housing Organization (CHDO Project)

a. Project site identified - 4225
28 Avenue South Activities include construction of a multi-family senior rental housing complex.

Comments & Suggestions

Comments and suggestions from the public are encouraged through a public comment period and/or at the public hearing. The 2019 amended draft plan and activity amendments are available online at www.fargo.gov/planning-and-development/development/amendments and by request through the Planning and Development Department. See contact information below.

The facility is accessible and can accommodate persons with disabilities. Alternative formats of this information or reasonable accommodations for persons with disabilities or limited English proficiency, including the availability of interpretation and translation services, will be made upon request (48 hours notice is required).

Anyone who requires these services or an auxiliary aid to fully participate in the hearing should contact the Planning and Development Department at 701.241.1474 (Planning@FARGO.GOV, or the City of Fargo's Section 504/ADA Coordinator Brock Morrison at 701.298.6956 to arrange for services.

To access TDD/Relay service dial 701.241.8258. It is the policy of the City of Fargo to provide services without regard to race, color, religion, sex, disability, familial status, national origin, age, marital status, veteran status, sexual orientation, gender identity, public assistance, domestic violence, lawful activity, or condition protected by applicable federal and state laws except where a Bona Fide Occupational Qualification (BFOQ) applies. The City is an equal employment/opportunity agency.

Published in 7/25/19 Forum



EQUAL HOUSING OPPORTUNITY