

MEMORANDUM

TO: COMMUNITY DEVELOPMENT COMMITTEE

**FROM: TIA BRASETH, COMMUNITY DEVELOPMENT PLANNING COORDINATOR
NICOLE CRUTCHFIELD, PLANNING DIRECTOR**

DATE: APRIL 16, 2021

RE: COMMUNITY DEVELOPMENT COMMITTEE MEETING

The next meeting of the Community Development Committee will be held on Tuesday, April 20, 2021 at 2:30 p.m. If you are not able to participate, please contact staff at 701.241.1474 or Planning@FargoND.gov. Thank you.

**COMMUNITY DEVELOPMENT COMMITTEE
Tuesday, April 20, 2021, 2:30 p.m.
In – Person Meeting
AGENDA**

1. Approve Agenda & December Minutes
2. Public Comment
3. Housing strategies presentations
 - a. City Introduction – Planning staff
 - b. Landlord and Tenant resources – Beyond Shelter, Inc
 - c. Overflow sheltering – New Life Center
 - d. Engagement Center – Public Health Harms Reduction Team
 - e. Prevention and Diversion – Presentation Partners in Housing
4. Discussion
5. Adjourn

Community Development Committee meetings are broadcast live on cable channel TV Fargo 56 and can be seen live at www.FargoND.gov/streaming. They are rebroadcast each Monday at 12:00 p.m. and Thursday at 3:30 p.m.

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

Minutes are available on the City of Fargo Website at www.FargoND.gov/communitydevelopmentcommittee.

**COMMUNITY DEVELOPMENT COMMITTEE
MINUTES**

Regular Meeting:

Tuesday, December 15, 2020

The Regular Meeting of the Community Development Committee of the City of Fargo, North Dakota, was held virtually in the Commission Chambers at City Hall at 2:30 p.m., Tuesday, December 15, 2020.

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

Present: Commissioner John Strand, Mayor Tim Mahoney, Linda Klebe, Michael Redlinger, John Gunkelman, Matthew Pike, Samantha McDonald, Ken Enockson, Thomas Hill (United Way), Mark Puppe (HBA FM), Melissa Brandt (DCP)

Absent: Robin Nelson

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

Item 1. Approval of Agenda and Minutes

Member Mahoney moved the Order of Agenda and the minutes of the October 20, 2020 Community Development Committee meeting be approved as presented. Second by Member Hill. All Members present voted aye and the motion was declared carried.

Item 2. Public Comment

No public comment provided.

Item 3. Director of Diversity, Equity, and Inclusion - Presentation

Assistant City Administrator Michael Redlinger presented a brief overview of the new Director of Diversity, Equity, and Inclusion position and provided a proposed timeline for the interview and hiring process.

Discussion was held regarding outreach for the search, the selection committee, and details of the contract position.

Member Brandt present.

Member Mayor Mahoney overviewed how the position could go from a contract position to a permanent position, and the importance of the position to help voices be heard.

Chair Strand stated Fargo is becoming a bigger city and this will be a good gap filling position.

Item 4. HUD Program Updates – Presentation

a. 5-Year Plan

Planning Coordinator Tia Braseth gave a brief overview of the 5-year goals and priorities through HUD (Housing and Urban Development) programming. She reviewed the timeline for submitting the draft plan to the City Commission and HUD.

b. 2020-2021 Program Years

Ms. Braseth noted the NOFA (Notice of Funding Availability) has been conducted, and reviewed the 2020 activities and proposed 2021 activities.

c. CDBG-CV (COVID-19 funds) Funding Allocations Review

Ms. Braseth provided an overview of the CDBG-CV COVID-19 allocations and projects they funded.

Member Hill praised the work and effort to get funds to those most in need during this time.

Member Mayor Mahoney and Chair Strand commended the skill set of the team.

Item 5. COVID-19 Update - Planning Department Impacts

a. Review of Funding Sources & Activities

b. Landlord/Tenant Rental Assistance Program

c. Engagement Center/Homeless COVID-19 Quarantine & Isolation Unit Update

Ms. Crutchfield provided an update on expenditures and programming and noted the importance of filling in the gaps. She highlighted the landlord/tenant rental assistance program, and the engagement center for homeless quarantine and isolation due to COVID-19.

Member Redlinger spoke on the complex funding process due to the variety of funding avenues.

Discussion was held on bills in Congress, fragility of poverty, the depth of those seeking rental assistance, and barriers to sheltering.

Item 6. Land Development Code & Core Neighborhoods Plan Update

Planning Coordinator Aaron Nelson shared an update, proposed next steps, and highlights from the Core Neighborhoods Plan and Land Development Code Diagnostic.

Member Gunkelman acknowledged the importance of the many pieces coming together between the Core Neighborhoods Plan, the Land Development Code Diagnostic, the Community Land Trust, and the many good things happening in the City of Fargo.

Item 7. Announcements

Member Brandt noted the Downtown Fargo Holiday Headquarters is operating out of the old Swanson Health location, and work is being done to activate some of the empty downtown storefronts with décor.

Member Puppe shared the new President of the HBA (Homebuilders Association) is Kim Hochhalter, and encouraged Members to support the Career Workforce Academy.

Member Pike shared an update that three RFP's received for the High Rise are under review, and extended thanks to all for the hard work put in this year.

Item 8. 2021 Calendar

Chair Strand noted the 2021 meeting calendar is included in the packet.

Item 9. Staff Report – See Attached Memo (COVID-19 Research & Homeownership Study Updates)

Ms. Crutchfield shared the staff report is included in the packet, and noted the two research projects are currently on hold but should move forward soon.

Item 10. Adjourn

The time at adjournment was 3:33 p.m.

MEMORANDUM

TO: Community Development Committee

FROM: Nicole Crutchfield, Planning Director
Tia Braseth, Community Development Planning Coordinator

DATE: April 16, 2021

RE: Housing Strategy Presentations

Planning staff, City Commissioners and non-profit partners have been collaborating on multiple housing and shelter focus areas. Attached is a graphic that illustrates the housing programs city staff has been focusing on with our partners. As we begin to further collaborate and strategize on community solutions and resources, we thought it would be helpful to hear from invited guests. We hope to see this as a series of discussions and focus topics as we know there are several additional partners and focus areas related to housing that are important to bring forward to community development committee.

For the April 20th meeting we would like to begin the conversation focusing on the continuum between congregate shelter, rapid re-housing, tenant support and prevention/ diversion. In summary for this meeting, we're seeking more information and understanding of the housing spectrum of someone getting to shelter and getting placed in an apartment and then being able to say housed successfully which is closely connected to needing assistance while living in apartment and needing supports of some kind.

We've invited Dan Madler and Lisa Rotvold of Beyond Shelter, Rob Swiers and Neal Hines of New Life Center, Jan Eliassen and Leah Siewert-Oberg of Harms Reduction Department of Public Health, and Sarah Kennedy of Presentation Partners in Housing.

We are asking each guest to speak 5-10 minutes to answer these questions from the perspective of some new initiatives and programs they are leading (understanding members of the committee already know their mission and strategies as an organization):

- 1) With the understanding that housing is a human right, what do you see is the greatest gap or barrier in the housing continuum?
- 2) What is your ultimate vision of your program? (if you had a magic wand....)
- 3) How can City of Fargo (or City tax payer funds) best support your mission?

The goal of this meeting and presentation is to provide the CD Committee sparks of ideas from our community leaders, understanding of different perspectives, and to explore the expectations of public service.

We understand this is a new meeting structure type for the CD Committee and we look forward to your input and feedback.

City Supported Housing Programs & Activities

Market	Ownership/Rental Ratio	60-80% AMI	Engagement Center	Supportive Housing	Prevention & Diversion	Overflow Shelter	Housing Stabilization
<ul style="list-style-type: none"> • Available Lot Map • Growth Plan • GO2030 • ROI • Coordination with Schools & Parks 	<ul style="list-style-type: none"> • NDSU • Realtors 	<ul style="list-style-type: none"> • HOME Funds • CCLT • Habitat • LIHTC • Milton Earle • Homefield • Elliott Place 	<ul style="list-style-type: none"> • Homeless Health • SENDCAA • PPiH • Police • MOP • DCP • ESG Funds • Rapid re-housing 	<ul style="list-style-type: none"> • SENDCAA • Maxfield research • Southeast Human Services • Landlord Risk Mitigation Fund • Cooper Housing • High Rise • SRO 	<ul style="list-style-type: none"> • PPIH • SENDCAA • 211 – FirstLink • United Way 	<ul style="list-style-type: none"> • Decompression • New Life Center • Churches United • Gladys Ray 	<ul style="list-style-type: none"> • Core Neighborhood Plan • Housing Rehab • Rebuilding Together • NRI • Tech support w CZB

HUD and Federal Fund Assisted

MEMORANDUM

TO: Community Development Committee

FROM: Nicole Crutchfield, Planning Director
Tia Braseth, Community Development Planning Coordinator

DATE: April 16, 2021

RE: April Staff Report

This agenda item is an effort to summarize and memorialize issues, concerns, or staff action related to the work of the Community Development Committee since the last meeting. During the meeting, the Chair may open for discussion or questions concerning these items.

1. Local COVID-19 Response

Staff has had many meetings with Fair Housing Advocates and Legal Aid to learn about the resources available for people facing eviction. In addition, staff continues to work with ESHARA team, and overflow shelters and the Engagement Center to support COVID activities. The 2-1-1 system is the best way to find access to resources for those in need.

Our department's focus has been primarily on the rental assistance program that is being operated by SENDCAA and Presentation Partners in Housing. Assistance to this program is provided by calling 2-1-1. The City has also supported Churches United on opening a women's overflow shelter in Moorhead.

Vaccine clinics are being setup by Fargo Cass Public Health. Watch for press releases and social media announcements. Coordination is being done for mobile vaccination clinics.

2. City of Fargo Director of Diversity, Equity, and Inclusion

The next series of evaluations are being conducted for the open position. The selection and hiring process is underway.

3. Eviction Prevention

The High Plains Fair Housing Center is now offering an eviction prevention program to income-qualified residents living in Fargo (as well as Grand Forks and Bismarck). If eligible, potential eviction prevention services offered include referral to and help applying for rental assistance programs, assistance in requesting the CDC eviction moratorium preventions, and/or connection to a lawyer at no cost for assistance in eviction court. Call the intake line at 701-203-1077 or toll free at 1-866-380-2738.

4. 2022 Budget process

The budget process is progress. A majority of our community development focus is homeless and housing responses (i.e., continuing the work in supporting the overflow shelters for New Life Center, Churches United and Gladys Ray and the Engagement Center, housing assistance and supports through our HUD programming).

5. Core Neighborhood Plan and Land Development Code Diagnostic

The Core Neighborhood Plan (CNP) and the Land Development Code (LDC) Diagnostic have reached important milestones. The presentation (and hopeful adoption) is potentially scheduled for City Commission on May 3rd. The LDC Diagnostic and work plan recommendations are scheduled for the

City Commission action on May 3rd. For specific information about these activities please contact Aaron Nelson at the Planning Department or visit the department's [website](#) to find the materials.

6. HUD Programs

The 2020-2024 Consolidated Plan has been accepted and approved by HUD and the 2020 action plan's programs are underway. Our primary focus besides rental assistance is supporting Cass Clay Community Land Trust and Habitat for Humanity with building four new homeowner units. This will be the first time we use HOME funds for this activity, so initially the administration is burdensome for both partners and staff. However once set up, we hope this will begin to add more affordable homes for ownership within the City.

Another program the City staff is spending time on, is solidifying agreements and transactions with developers (including the Fargo Housing Authority) on three new multi-family housing projects that have either broken ground or will be breaking ground this year.

Finally, the City will be receiving additional HUD HOME dollars this fall/winter for homeless assistance-related activities. More information on these funds will become available in the coming months. The City will be receiving \$1,697,107 and the state will be receiving \$7,768,864. These awards will be in addition to the regular annual HOME allocations.