

MEMORANDUM

TO: Fargo Human Relations Commission
FROM: Karin Flom, Assistant Planner
DATE: January 15, 2021
RE: Human Relations Commission Meeting on January 21, 2021

The next meeting of the Fargo Human Relations Commission will be held on Thursday, January 21, 2021 at 12:00 p.m., as a **virtual meeting**. If you are not able to attend, please contact staff at 701.241.1474 or Planning@FargoND.gov.

**HUMAN RELATIONS COMMISSION
Thursday, January 21, 2021 at 12:00 p.m.
Virtual Meeting**

AGENDA

1. Welcome & Introductions
2. Approve or Amend AgendaAction Item
3. Approve or Amend Minutes.....Action Item
4. Public Comment – Citizens to be Heard.
Individuals wishing to speak during public comment must contact the Planning Department in advance at 701-241-1474 for instructions.
5. Announcement of 2021 Human Relations Awards Winners
6. Presentation: Local Rental Assistance Program Outcomes – SouthEastern North Dakota Community Action Agency (SENDCAA) and Presentation Partners in Housing
7. Presentation: Homeless Prevention & Diversion – Presentation Partners in Housing
8. HRC Work Group Reports
9. Police Liaison Update
10. 2021 Budget
11. Planning Staff Update
12. Announcements
13. Adjourn

Human Relations Commission 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 Thursday at 12:00 p.m. Minutes are available on the City of Fargo Web site at www.FargoND.gov/humanrelations.

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.

MEMORANDUM

TO: Fargo Human Relations Commission
FROM: Karin Flom, Assistant Planner
DATE: January 15, 2021
RE: Meeting Report

Item 1. Welcome & Introductions

Chair Matuor Alier will call the meeting to order.

Item 2. Approve or Amend Agenda

Chair Alier will seek a motion to approve or amend the agenda.

Recommended Motion: To approve the January 21, 2021 agenda.

Item 3. Approve or Amend Minutes

Chair Alier will seek a motion to approve or amend the minutes of the December 17, 2020 Human Relations Commission meeting.

Recommended Motion: To approve the minutes of the December 17, 2020 meeting.

Item 4. Public Comment – Citizens to be Heard

Chair Alier will open the floor to public comment. **Individuals wishing to address the Human Relations Commission must contact the Planning Department in advance at 701-241-1474 for instructions.** Speakers must state their name and will be limited to two minutes. Comments should not contain profanity or personal attacks. At the chair's discretion, an overall time limit may be placed on this agenda item. If time permits, the chair may choose to call on staff or liaisons to engage in dialog about any of the public comments received.

Item 5. Announcement of 2021 Human Relations Awards Winners

Chair Alier will announce the recipients of the 2021 Fargo Human Relations Awards. The award ceremony will take place on Monday, January 25 at the Fargo City Commission meeting. All City Commission meetings are broadcast on TV Fargo 56, on the City's social media pages, or online at www.FargoND.gov/streaming.

Item 6. Presentation: Local Rental Assistance Program Outcomes – SouthEastern North Dakota Community Action Agency (SENDCAA) and Presentation Partners in Housing

Sarah Hasbargen (SENDCAA) and Sarah Kennedy (Presentation Partners in Housing) will present on the rental assistance program administered in partnership with the City of Fargo in the last six weeks of 2020.

Item 7. Presentation: Homeless Prevention & Diversion – Presentation Partners in Housing

Sarah Kennedy will present on homeless prevention and diversion efforts in the community.

Item 8. HRC Work Group Reports

One representative from each HRC Work Plan group will present a summary of their kick-off meeting. The HRC Work Plan groups are structured around the work plan goals and consist of the following members:

Goal 1: Create a more inclusive community via formally protect rights.

Members: Carolyn Becraft, Cody Severson

Goal 2: Increase and promote diversity, equity, inclusion, and anti-discrimination practices within City government.

Members: Matuor Alier, Laetitia Hellerud, Abdiwali Sharif, Ahmed Shiil

Goal 3: Promote and grow community-wide efforts related to advancing diversity, equity, inclusion and anti-discrimination.

Members: Hamida Dakane, Barry Nelson, Cheryl Schaeffle

Item 9. Police Liaison Update

Lieutenant George Vinson, the Fargo Police Department (FPD) liaison to the HRC, will provide an update on the FPD's recent work on developing vision, mission, and values statements.

Item 10. 2021 Budget

Planning staff will discuss the City of Fargo's 2021 budget and changes to allocations for the Planning Department boards and commissions (including the HRC). An explanatory memo will be distributed as a lay-down item.

Item 11. Planning Staff Update

The December staff report is included in the agenda packet. Time permitting, Chair Alier will open the floor to commission members for any questions on the report.

Item 12. Announcements

Chair Alier will open the floor to commission members for any announcements.

Item 13. Adjourn

Upon no further business, Chair Alier will adjourn the meeting.

**BOARD OF HUMAN RELATIONS COMMISSIONERS
MINUTES**

Regular Meeting:

Thursday, December 17, 2020

The Regular Meeting of the Board of Human Relations Commissioners of the City of Fargo, North Dakota, was held virtually in the Commission Chambers at City Hall at 12:00 p.m., Thursday, December 17, 2020.

The Human Relations Commissioners present or absent were as follows:

Present: Abdiwali Sharif-Abdinasir, Cheryl Schaeffe, Matuor Alier, Laetitia Hellerud, Barry Nelson, Hamida Dakane, Cody Severson, Ahmed Shiil, Carolyn Becraft

Item 1. Welcome and Introductions

Chair Alier welcomed Members to the meeting and introductions were made.

Item 2. Approve Order of Agenda

Member Nelson moved the Order of Agenda be approved as presented. Second by Member Sharif-Abdinasir. All Members present voted aye and the motion was declared carried.

Item 3. Approve Order of Minutes

Member Nelson moved the minutes of the November 19, 2020 Human Relations Commission meeting be approved as presented. Second by Member Schaeffe. All Members present voted aye and the motion was declared carried.

Item 4. Public Comment

No public comment provided.

Item 5. City of Fargo Director of Diversity, Equity, and Inclusion Position

Assistant City Administrator Michael Redlinger presented an overview of the new Director of Diversity, Equity, and Inclusion position for the City of Fargo. He provided a timeline of the proposed hiring process and briefly reviewed the draft position description included in the meeting packet. He stated there will be a selection review committee and requested the Board to appoint a Member to serve on the committee.

Director of Human Resources Jill Minette provided information on the position pay grade.

Discussion was held on the contract position details and duration, candidate qualifications, why the position is starting as a contract, and where the position will be posted.

Ms. Minette spoke further on the contract position and noted further discussion would be held with candidates.

Member Nelson moved to appoint Chair Alier to serve on the selection committee for the Director of Diversity, Equity, and Inclusion position. Second by Member Dakane. On call of the roll Members Becraft, Sharif-Abdinasir, Nelson, Dakane, Severson, Schaeffe, Shiil, and Hellerud voted aye. The motion was declared carried.

Item 6. Old Business

a. MLK Award Committee

Chair Alier stated the nomination forms for the Martin Luther King Jr. Awards are due tomorrow, December 18. He noted Reach Partners are requesting volunteers from the Board to serve on the selection committee.

Members Severson, Becraft, Dakane, and Shiil volunteered to serve on the selection committee.

b. MLK Day Discussion

Assistant Planner Karin Flom introduced Anita Hoffarth and Rachel Asleson with Reach Partners, and provided an overview of their background with this event. She noted a memo is included in the packet.

Ms. Asleson provided an overview of this year's planning process and noted the recommendation to have the awards presented at a City Commission meeting either on January 11 or January 25. She additionally added their recommendation of using the funds reserved for the event to go towards future activities.

Discussion was held on the reasons behind not holding a virtual event, and how the winners will be publicized and acknowledged.

c. Update from HRC Work Plan Work Groups

Member Becraft spoke for group one and noted they are working on an issue and will bring forward at a future date.

Member Hellerud spoke for group two noting their goal to increase and promote diversity, equity, and inclusion within the practices of the City government. She highlighted the items they discussed.

Member Dakane spoke for group three noting their goal to promote growth community-wide effort as related to diversity and equity. She shared they had a good conversation related to why there is not more diversity in the City of Fargo.

Item 7. Staff Report

Lt. George Vinson with the Fargo Police Department stated he plans to provide updates on a more regular basis. He highlighted a recent presentation he gave at the recent LGBTQ+ Summit and provided an overview of the conversations.

Ms. Flom provided a brief overview of the work being done regarding the COVID-19 response and noted a staff report is included in the packet. She highlighted item three,

noting staff is looking for feedback from the Board Members regarding meeting frequency and liaisons.

Ms. Flom reminded that MLK award nominations are due tomorrow.

Item 8. 2021 Meeting Calendar

Chair Alier noted that the 2021 meeting calendar is included in the packet and it is open to change based on discussions regarding meeting frequency.

Item 9. Announcements

Member Becraft extended congratulations to Member Shiil on being awarded as a recipient of a 2020 City of Moorhead Human Rights Award.

City Commissioner John Strand shared his thanks to the Members of the Human Relations Commission for their service this year.

Item 10. Adjourn

The time at adjournment was 1:04 p.m.

MEMORANDUM

TO: Fargo Human Relations Commission

FROM: Karin Flom, Assistant Planner

DATE: January 15, 2021

RE: December Staff Report

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

1. Local COVID-19 Response

Staff continues to support overflow shelter needs through the Gladys Ray's temporary homeless quarantine and engagement center downtown, as well fitting up a temporary shelter in Moorhead. Over the course of 2020, the Planning Department has provided oversight of nearly \$4 million for emergency relief in Cass County. From general funds (through direct CARES Act distribution), the City of Fargo is allocating almost \$600,000 for emergency sheltering. Staff will continue to collaborate with shelter directors and the FM Homeless Coalition on a weekly basis to identify winter overflow needs and options as shelters are already reporting to be full.

Staff also continue to support and administer funds for several other supportive services, such as direct housing assistance, enhanced quarantine capacity at local shelters, and case management:

- Staff directly administered over \$550,000 for direct housing assistance through its landlord/tenant program, as well as funding other agencies over \$1.5M for direct housing assistance through SouthEastern North Dakota Community Action Agency (SENDCAA) and Presentation Partners in Housing (PPiH).
- In addition to these funds for direct housing assistance, SENDCAA and PPiH were recipients of the City's allocation of Community Development Block Grant funds from the CARES Act, or CDBG-CV. These two organizations received \$690,000 for direct housing assistance. PPiH also received \$150,000 from CDBG-CV to staff a housing navigation program at the Gladys Ray Shelter.
- Staff continues to administer over \$150,000 for several other supportive services, such as enhanced quarantine capacity at local shelters and case management.

The Planning Department is supporting Public Health in submitting an application for ESG-CV funds. Staff is also coordinating with the state regarding new allocation related to the recent stimulus announcement.

As a reminder, if you know someone in need of assistance, call FirstLink at 2-1-1. If there are system issues you would like to bring to our attention, please do so. It is very important to use the 2-1-1 system when possible; doing so ensures that the City and other agencies are aware of the services that are available and the coordination required to administer these services to as many people as possible.

2. HUD CDBG & HOME Funds

A draft of the City's 2020-2024 Five Year Consolidated Plan and 2020 Action Plan is available for public comment from January 14 through January 25. The Five Year Plan identifies the goals and funding priorities for CDBG and HOME funds from May 1, 2020 through April 30, 2025. The 2020 Action Plan allocates funding to specific projects. A copy of the public notice is attached to the staff report which includes a summary of the plan's contents and instructions on how to view the full plan and comment. The public hearing and final City Commission consideration of the plan is scheduled for January 25, 2021 at 5:15 p.m.

3. North Dakota Legislative Session

The 2021 North Dakota legislative session began on January 5, 2021. HRC members are encouraged to self-organize efforts as a commission to track legislation of interest or concern. Each month, the HRC agenda will contain a standing agenda item for a legislative update for members to use for announcements or observations of this legislative session.

Staff would like to remind members that there is a formal process for issuing testimony or resolutions in support or opposition of legislation as the City of Fargo and/or the Human Relations Commission. This process can take a few weeks and requires deliberate coordination among Planning staff, the HRC Chair, and liaison City Commissioner and the City Administration.

In addition, staff appreciate that HRC members wear many personal and professional hats outside of their HRC role. In the event members submit testimony and/or participate in organizing efforts outside of the HRC, they should be careful not to speak on behalf of the City or the HRC.

4. Green Dot Training

The Rape and Abuse Crisis Center will be holding a virtual Green Dot Overview training on Thursday, February 11, 2021. Please see the attached flyer for details and RSVP instructions.

Notice of Public Hearing & Public Comment Period
Community Development Block Grant (CDBG) & HOME Programs
2020-2024 Consolidated Plan Including 2020 Action Plan & Budget

2020 – 2024 Consolidated Plan

The City of Fargo has available for public review and comment a draft Five Year Consolidated Plan for the use of U.S. Housing and Urban Development (HUD) funds for Program Years 2020–2024 (May 1, 2020 to April 30, 2025). The Consolidated Plan includes the Program Year 2020 budget and allocation (May 1, 2020 to April 30, 2021) and the Analysis of Impediments to Fair Housing Choice (AI). The exact amount of HUD funds each year is determined by Congress, but based on previous funding levels, the City estimates approximately \$4,257,993 in CDBG funds and \$3,225,575 in HOME funds over the course of the Five Year Consolidated Plan.

In developing the Consolidated Plan, the City of Fargo conducted outreach through surveys, community focus groups, and individual interviews. The following priority areas were identified through public participation: economic development, neighborhood revitalization, housing development, and public services for low-and moderate income households and the homeless populations. The Consolidated Plan addresses these needs in four goals: (1) affordable housing (2) ending and preventing homelessness (3) neighborhood improvements and initiatives (4) assistance for vulnerable populations.

Due to the impacts of COVID-19, HUD extended the submission deadline for the 2020-2024 Consolidated Plan to August 16, 2021. The City took advantage of this extension to prioritize its administration of CDBG-CV (COVID-19) funding and other federal pandemic response funds. The first two years of funding in the Consolidated Plan prioritize activities that respond to, prepare for, and prevent the spread of the COVID-19 virus.

2020 Action Plan & Budget Proposal

The City of Fargo has prepared a draft version of the 2020 Annual Action Plan for Housing and Community Development for the Community Development Block Grant (CDBG) and HOME Programs. The priorities established within the draft plan result from community meetings and citizen participation in the development of the 2020-2024 Consolidated Plan. The City’s 5-Year priorities include affordable housing, activities to end homelessness, neighborhood revitalization, and poverty reduction.

Estimated Resources

During the 2020 program year, the City of Fargo estimates the following resources to be available:

CDBG:

- **\$789,067** – 2020 Community Development Block Grant (CDBG) allocation from HUD
- **\$141,818** – 2020 CDBG Program Income (actual to date)
- **\$155,840** – Available for Reallocation at Prior Year-End

\$1,086,725 – Total CDBG

HOME:

- **\$495,115** – 2020 HOME PJ allocation from HUD
- **\$0** – 2020 HOME PJ Program Income
- **\$0** – Available for Reallocation at Prior Year-End

\$495,115 – Total HOME

TOTAL COMBINED = \$1,581,840

Activity & Budget Summary Chart

| Project | Description | Budget |
|----------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------|
| Planning, Administration, and Fair Housing | Staff support for planning, implementation, reporting, and monitoring of CDBG and HOME resources. <i>Eligibility & Regulation Citation: 21A General Program Administration, 24 CFR Part 570.206</i> <ul style="list-style-type: none"> • <u>High Plains Fair Housing Center</u>: Budget \$5,000. Part of requirement to affirmatively further fair housing under the Fair Housing Act (42 U.S.C. 3601-20). <i>Eligibility & Regulation Citation: 21D Fair Housing Activities (subject to 20% Admin. Cap), 24 CFR Part 570.206(c)</i> | \$157,813 CDBG \$90,916 HOME (10% HOME cap waived as a result of COVID-19) |
| Homeless Engagement, Outreach, & Harm Reduction | Operational support for homeless engagement, outreach, and harm reduction services. <ul style="list-style-type: none"> • <u>Gladys Ray Shelter</u>: Budget \$32,000 <i>National Objective, Eligibility, & Regulation Citation: Low-Mod Clientele Benefit, 03T Operating Costs of Homeless/Aids Patient Programs, 24 CFR Part 570.201(e)</i> | \$32,000 CDBG |
| Emergency Subsistence Payments/Homeless Prevention & Diversion | Temporary emergency housing assistance including rent, mortgage, non-City-owned utilities, security deposits, and other homeless or eviction prevention-type assistance as approved by the City of Fargo. Providers listed below will make emergency assistance | \$880,000 CDBG |

| | | |
|-----------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------|
| Efforts (COVID-19 Prevention, Preparation, & Response) | <p>payments directly to the payees (i.e., rental office, utility company, etc.) on behalf of an individual or household. Project partners and budgets are identified as:</p> <ul style="list-style-type: none"> • <u>SouthEastern North Dakota Community Action Agency (SENDCAA)</u>: Budget \$210,000 • <u>Presentation Partners in Housing</u>: Budget \$210,000 <p><i>Eligibility & Regulation Citation: 03T Operating Costs of Homeless/Aids Patient Programs, 24 CFR Part 570.201(e)</i></p> <ul style="list-style-type: none"> • <u>Direct Housing Assistance</u>: Budget \$460,000 <p><i>National Objective, Eligibility, & Regulation Citation: Low-Mod Clientele Benefit, 05Q Subsistence Payments, 24 CFR 570.207(b)(4)</i></p> <p>Several people have been impacted by the COVID-19 pandemic, particularly those who have low income. Many jobs were lost and in some cases, housing was lost. Keeping people housed, rapidly re-housing, or housing people who are currently homeless instantly provides a safe place for quarantine, isolation, and social distancing. Ultimately, this response reduces the spread of COVID-19 and keeps the community's hospitals from being inundated.</p> | |
| Affordable Single-Family Housing for Ownership | <p>Add four units of affordable single-family housing for ownership, to be occupied by low-to-moderate income households. Activities may include acquisition, rehabilitation, and/or new construction.</p> <ul style="list-style-type: none"> • Lake Agassiz Habitat for Humanity: Budget \$200,000 • Cass Clay Community Land Trust: Budget \$200,000 <p><i>National Objective: Low-Mod Housing Benefit, HOME Eligible Activity under 92.205(a)(1)</i></p> | \$400,000 HOME |
| Contingency Funds | Funds held in contingency for issues that may arise during the program year. | \$16,912 CDBG \$4,199 HOME |

Contingency Provisions/Potential Adjustments to 2020 Activities & Budget:

- Budget adjustments transferring amounts greater than 10% of the amount allocated to the City's entitlement grant programs for program year 2020 are considered substantial amendments and will be implemented in accordance with Fargo's Citizen Participation Plan
- Unanticipated program income may result in a substantial amendment to amend activities and budgets in accordance with Fargo's Citizen Participation Plan
- To match actual 2020 allocation amounts, any increase or decrease in funding will be applied to the Emergency Subsistence Payments/Homeless Prevention & Diversion Efforts project
- All funding levels indicated above are estimated amounts

Comments & Suggestions

Comments and suggestions from the public are encouraged through a public comment period and/or at the public hearing (schedule below). The 2020-2024 (including 2020 Annual Action Plan) draft plan are available online at www.fargond.gov/planninganddevelopment/plansandstudies or by request through the Planning and Development Department. See contact information below.

The City of Fargo, in an effort to exercise the Centers for Disease Control and Prevention guidelines pertaining to social distancing and gatherings, is encouraging all stakeholders in the Community Development Block Grant and HOME Programs to participate in the public comment period remotely. Comments submitted by email or telephone are preferred. Email: Planning@FargoND.gov, Telephone: 701.476.4144. To address the City Commission virtually during the January 25 public hearing, please contact the Planning Department at 701.241.1474 for instructions.

City Hall Commission Chambers are accessible and can accommodate persons with disabilities. Alternative formats of this information or reasonable accommodations for persons with hearing loss, vision loss, disabilities or limited English proficiency, including the availability of interpretation and translation services, will be made upon request (a 48 hour notice is required). Anyone who requires these services or an auxiliary aid to fully participate 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 North Dakota Relay dial 711. In accordance with Federal regulations and City of Fargo policies, the City of Fargo provides services without regard to race, color, national origin, sex, disability, age, familial status, religion, marital status, veteran status, sexual orientation, gender identity, public assistance, domestic violence, lawful activity, or condition protected by applicable federal and state laws. The City is an equal employment/equal housing opportunity agency.

Public Comment period: January 14-25, 2021

Per the City of Fargo's Citizen Participation Plan for HUD programs and HUD waiver authorized through the CARES Act, expedited citizen participation procedures have been adopted. Fargo citizens are provided with notice and a reasonable opportunity to comment for a minimum of five (5) days.

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 &
Final City Commission Consideration:** Monday, January 25, 2021 - 5:15 pm
Fargo City Commission Chambers Virtual
225 4th Street North, Fargo, ND 58102



- **Learn more about how you can help prevent violence in our community. Join us for a Green Dot Overview training on Thursday February 11, 2021**
- **The training will be virtual via ZOOM from 1:00 – 2:30 PM.**
- **To RSVP send a message to Greg at GreenDot@raccfm.com**