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ITHACA URBAN RENEWAL AGENCY (IURA)

AGENDA

8:30 A.M., Thursday, April 1, 2021

 VIRTUAL MEETING

Join Zoom Meeting: <https://us02web.zoom.us/j/87436506132?pwd=aVMrQ3ZicUEvU3ZYRXNEcC9kM2Y4UT09>
Meeting ID: 874 3650 6132
Passcode: IURAPH
One-Tap Mobile: +16465588656,,87436506132#,,,,*877773# US (New York)
Dial by Your Location: +1 646 558 8656 US (New York)
Meeting ID: 874 3650 6132
Find Your Local Number: <https://us02web.zoom.us/u/kbPrtOwmaR>
Phone Passcode: 877773

- I. **Call to Order**
- II. **Agenda Additions/Deletions**
- III. **Public Comment (3-min. max. per person)**
- IV. **2021 HUD Entitlement Grant — Administrative Matters**
 - A. **Disclosure of Potential Conflicts of Interest**
- V. **2021 HUD Entitlement Grant Action Plan (cont.)**
 - Resume Public Hearing #1: Project-by-Project Sponsor Presentations (12-min. max., incl. Q & A – see attached schedule)
 - Preliminary Discussion
- VI. **Review of Meeting Minutes: March 25, 2021**
- VII. **Other/Old/New Business**
- VIII. **Motion to Adjourn**

PUBLIC COMMENTS

WRITTEN public comments may be e-mailed until 3:00 p.m., the day *before* the meeting to: cpyott@cityofithaca.org. Members of the public who would prefer to deliver VERBAL comments at the meeting (3-min. max.) should use the Zoom link and log-in credentials (for video) or dial-in number and log-in credentials (for telephone) listed above.

NEXT MEETING: 8:30 A.M., Thursday, April 15, 2021



If you have a disability and require accommodation in order to fully participate, please contact the CITY OF ITHACA CLERK'S OFFICE at 274-6570 at least 72 business hours prior to the meeting, if at all possible.

DRAFT MINUTES

ITHACA URBAN RENEWAL AGENCY

 **VIRTUAL MEETING**

8:30 A.M., Thursday, March 25, 2021

Members: Mayor Svante Myrick, Chair; Tracy Farrell, Vice-Chair; Karl Graham; Chris Proulx; Eric Rosario; Laura Lewis, Common Council Liaison
Excused: None.
Staff: Nels Bohn; Anisa Mendizabal; Charles Pyott
Guests: None.

I. Call to Order

Chair Myrick called the meeting to order at 8:32 A.M.

II. Agenda Additions/Deletions

None.

III. Public Comments

None.

IV. Review of Meeting Minutes: February 25, 2021

Proulx moved, seconded by Farrell, to approve the meeting minutes, with no modifications.

Carried Unanimously: 5-0

V. 2021 HUD Entitlement Grant & CDBG-CV — Administrative Matters

A. Review of Projected Available Funds & Public Hearing Format

Mendizabal explained the IURA anticipates receiving \$680,761 in 2021 Community Development Block Grant (CDBG) Program funding and \$334,715 in 2021 HOME Investment Partnerships (HOME) Program funding, along with the unallocated \$63,089.60 in remaining CDBG-CV funds.

B. Disclosure of Potential Conflicts of Interest

Bohn disclosed he is member of Ithaca Community Gardens (ICG), so he will abstain from any discussion regarding that project (Part II of the Public Hearing).

Mendizabal, Myrick, Rosario, and Lewis disclosed they or their households have memberships with Buffalo Street Books (Part II of the Public Hearing).

VI. Neighborhood Investment Committee (NIC)

A. Contract Amendment #3: Eliminate Asset Cap for Emergency Rental Assistance Program

Graham explained that Ithaca Neighborhood Housing Services (INHS) requested the \$5,000 asset cap be discontinued, since it presents a barrier to assistance. Removing the asset cap would allow approximately 1/3 of applicants who had previously been denied rental assistance to receive it.

Delia Yarrow, INHS, noted the organization has conducted a lot of outreach and will be following up with those applicants who had been denied based on the asset cap or inability to produce bank statements. The program has approximately \$70,000 in uncommitted funds at this time. INHS anticipates the remaining funds should be spent down by June 2021, based on this change.

Graham moved, seconded by Farrell:

2019 CDBG-CV: EMERGENCY RENTAL ASSISTANCE — Contract Modification #3

WHEREAS, on April 23, 2020, the IURA recommended and, on May 6, 2020, the City authorized an allocation of \$190,000 from the CDBG-CV funding source to the Emergency Rental Assistance Program (ERAP) activity to be implemented by Ithaca Neighborhood Housing Services, Inc., (INHS), and

WHEREAS, the INHS contract states that rental assistance may be paid to landlords of qualified applicants for up to six months per the amended contract, and

WHEREAS, discontinuing the asset cap would aid applicants by lowering the burden of paperwork that has been required to document assets, and

WHEREAS, discontinuing the asset cap would further allow approximately one-third of those applicants who have been denied Emergency Rental Assistance to receive it, and

WHEREAS, there are unobligated funds remaining in the program, and

WHEREAS, the Neighborhood Investment Committee considered this matter at its March 12, 2021 meeting and recommended the following action; now, therefore, be it

RESOLVED, that the IURA hereby approves Contract Modification #3 to the funding agreement with INHS for the Emergency Rental Assistance Program to discontinue the applicant asset cap of \$5,000, and be it further

RESOLVED, that the IURA Chair is authorized to execute a contract amendment to implement this resolution.

Carried Unanimously: 5-0

VII. 2021 HUD Entitlement Grant Action Plan & CDBG-CV: PUBLIC HEARING #1

On a motion by Farrell, seconded by Rosario, and unanimously approved, Chair Myrick opened the Public Hearing.

— HOUSING APPLICATIONS —

1. PROJECT #1: HOMEOWNER REHAB — ITHACA NEIGHBORHOOD HOUSING SERVICES (INHS)

Speaker	Affiliation	Comments-in-Brief
Loralee Morrow	Ithaca Neighborhood Housing Services (INHS)	The 2021-22 Program Year will include a stronger focus on weatherization and energy-efficiency, with some funding from New York State Energy Research & Development Authority (NYSERDA). Each assisted home would receive an energy audit, with any work not funded by NYSERDA completed as part of the program as a whole. INHS continues to struggle with vetting as many available contractors as possible, which has been a challenge over the past year. In the 2019-20 Program Year, INHS completed three entire roof replacements, replaced all the windows in one house, and fixed structural issues in a basement that had been experiencing constant flooding. The program also routinely uncovers health and safety issues homeowners may not be aware of. A new component of the program will include a drone, which will allow closer views of roofs and second floors. While INHS would appreciate any form of IURA funding, it would prefer to receive only CDBG funding, since HOME funding prohibits the post-rehabilitation property value from exceeding 95% of the area median property value.

Lewis asked how many homeowners are on the waitlist. Morrow replied she is not exactly sure, but will find out and inform the IURA after the meeting.

Graham asked how the program was impacted by COVID-19, over the past year. Morrow replied it started off slowly. For example, one elderly client was apprehensive about letting people into her house; however, INHS staff were eventually able to work around COVID-19-related issues, while following public health precautions. All 2019-20 projects will be completed on schedule.

Bohn asked if INHS is confident it can still complete work on the 6 proposed units, given the recent increased costs of materials. Morrow replied INHS would plan on completing the first three projects on a larger, more fully funded scale and then determine what could be accomplished with the remaining funds.

2. PROJECT #2: MINOR REPAIR PROGRAM — ITHACA NEIGHBORHOOD HOUSING SERVICES (INHS)

Speaker	Affiliation	Comments-in-Brief
Loralee Morrow	Ithaca Neighborhood Housing Services (INHS)	Many of the materials used by the program are funded by the County’s Office for the Aging (e.g., grab bars, plumbing supplies). The program has recently seen more requests for accessibility-related improvements (e.g., walk-in showers). The 2019-20 Program Year was a struggle for the organization, since its only staff person was called away to assist a family member. At end of 2020, however, INHS hired a second repair staff person, with a third more recently added. The program is now on track to meet its contractual requirements. It also added a weatherization component to the standard inspection.

Bohn asked if INHS would accept partial funding from HOME and partial from CDBG. Morrow replied the 2019-20 Program Year’s funding was split between the two, so INHS used CDBG funds for clients who could not meet the post-rehabilitation limits. But it was generally more difficult to move projects forward for clients using HOME funds. INHS would certainly make the program work with a split award, if need be.

3. PROJECT #3: STATE STREET APARTMENTS — VISUM DEVELOP. GROUP/PROVIDENCE HOUSING DEVELOP. CORP.

Speaker	Affiliation	Comments-in-Brief
Angela Eicholtz	Providence Housing Development Corp. (PHD)	PHD was brought into the project because of its Low-Income Housing Tax Credit (LIHTC) experience. The project’s market study identified a capture rate of 1.9%, translating into 3,000 residents in need of the project’s 57 housing units. (The capture rate is calculated by dividing the total number of units at a property by the total number of age- and income-qualified renter households in the primary market rate area.) The project has applied for tax credits. The application remains pending, with an anticipated award date in April 2021. Unfortunately, at the time of the application, they also had a pending application for the supportive housing component, which they did not receive, although they will certainly reapply. As a result of the reduced annual cash-flow, the amount of conventional loan was also reduced, so they had to make adjustments to the project. To resolve the issue, they can: apply for more funding; use the proposed IURA award; or adjust some of the income limits.
Laura Mattos	Visum Development Group, LLC	Visum has been focusing on expanding its portfolio to incorporate more affordable/workforce housing. With more than 50% of City households categorized as cost-burdened, it is important to address the need.

Speaker	Affiliation	Comments-in-Brief
Todd Fox	Visum Development Group, LLC	

Farrell asked what funding the applicants did not receive. Eicholtz replied it was the NYS HCR Rural and Urban Community Investment Fund’s (CIF) supportive housing funding, which would have gone to about 5 housing units set aside for the lowest-income residents.

Farrell observed does not appear to be not a significant financial adjustment. Eicholtz replied, unfortunately, it ripples through the underwriting and impacts the project’s debt-to-income ratio, which reduces the amount of conventional financing it is eligible for.

Farrell asked if that would impact the special needs population. Eicholtz replied, yes. The project would still give that population priority, but it would not subsidize their rents as much as originally planned. On-site supportive services would remain a part of the project.

Farrell asked if the on-site services would remain, even if there were fewer or no special needs residents. Eicholtz replied she is not sure. It would depends on Catholic Charities. Presumably, it could be staffed part-time.

Farrell noted she would have preferred the recently constructed West Seneca Street project has been more attractive. It looks somewhat spare, so she hopes the new project would be better-looking.

Farrell asked what would happen if the project were not LIHTC-funded in April. Mattos replied, they would re-apply.

Graham asked what the overall significance of the IURA’s funding is to the project. Mattos replied it would show local municipal support and also help leverage additional funds.

4. PROJECT #4: 511 S. PLAIN ST. FOR-SALE DUPLEX — ITHACA NEIGHBORHOOD HOUSING SERVICES (INHS)

Speaker	Affiliation	Comments-in-Brief
Leslie Ackerman	Ithaca Neighborhood Housing Services (INHS)	The \$80,000 in IURA funding would go towards construction costs. The site is not currently on a flood plain, but INHS is designing the project to minimize future flood risk. Both housing units would be 2-bedroom units (not 100% identical). The project requires area variances, one of which was already granted. The Building Division has also already approved the project. INHS will design the project for LEED Gold certification. It is expected to break ground later this Spring and completed in early 2022. The housing units would be priced to be

Speaker	Affiliation	Comments-in-Brief
		affordable to buyers earning $\leq 80\%$ Area Median Income (AMI): equivalent to an annual income of \$48,000 for a single person. The units would be priced at approximately \$140,000-\$145,000 and both units would become part of the Community Housing Trust (CHT), which significantly reduces the property tax burden for homeowners.

Bohn asked what cladding material would be used. He believes the plans show cementitious clapboard. Ackerman replied that represents an upgrade that INHS is committed to, if it can afford to do so. The contractor believes it is still feasible, but construction costs are significantly higher than in the past.

5. PROJECT #5: HOUSING SCHOLARSHIP PROGRAM — THE LEARNING WEB, INC.

Speaker	Affiliation	Comments-in-Brief
Danielia Barron	The Learning Web, Inc.	Since 2008, the program has served 60 youth, 56 of whom exited safely. Four youth are currently being housed, with another two vacant apartments. In 2020-21, the program served 6 youth. The network the program has built over the years is one of the most important components of the program. It did not spend as much of its 2019-20 funding as planned, due to the pandemic. The Learning Web closed its doors for about four months, since some staff were apprehensive, and did not conduct any intakes; however, it is now fully operational.
Ish (program graduate)	The Learning Web, Inc.	She joined the program in Summer 2020. It has been crucial to her for maintaining employment and returning to college. It has relieved a great deal of stress about where she is going to sleep at night. Her case manager has been very helpful and supportive, assisting to connect her to community services.

Proulx asked what the standard timeline is for assisting the youth and how the program successfully graduates its participants. Barron replied the timeline is usually 12 months, but occasionally 18 months, if required, to ensure a safe and stable exit from the program. An internal committee determines the best approach for each participant.

Graham asked if the number of homeless youth in the community is stable or has been growing. Barron replied it appears to have been stable over the past few years, at approximately 500 individuals. Multiple community programs assist in getting homeless youth into stable housing, which has helped stabilize the situation.

6. PROJECT #6/6A: SECURITY DEPOSIT ASSISTANCE FOR VULNERABLE HOUSEHOLDS (& DELIVERY) — CATHOLIC CHARITIES OF TOMPKINS/TIOGA COUNTIES (CCTT)

Speaker	Affiliation	Comments-in-Brief
Michaela Cortright	Catholic Charities of Tompkins/Tioga Counties (CCTT)	87% of beneficiaries are ≤30% AMI and are generally the most cost-burdened. In the 2019-20 Program Year, 69 beneficiaries were assisted, of whom 20 were homeless and 6 chronically homeless. CCTT staff make numerous connections to other community programs and wrap-around services. CCTT continues to maintain good relationships with landlords and local service providers. CCTT follows up with recipients after 6 months and 12 months. Of those CCTT was able to reach, 92% remained in stable housing. Demand has remained consistent, although COVID-19 temporarily slowed the pace of applications. CCTT has begun to see an increase in applications recently.

— CDBG-CV APPLICATIONS —

7. PROJECT #19: HEALTH & WELLNESS: SMOOTHIES, FOOD SERVICES, & YOGA — BLACK HANDS UNIVERSAL, INC.

Speaker	Affiliation	Comments-in-Brief
Harry Smith	Black Hands Universal, Inc.	Last Summer, the organizers offered nutrient-rich power smoothies to the homeless and other vulnerable/disenfranchised community members to boost their immunity and overall well-being. They were also able to hire four youth to staff the stands. The project produced 1,700 smoothies in a month's time. This year, the organizers plan to produce a much larger volume, at three separate locations, over the entire Summer, but will need more tents, chairs, blenders, and other supplies. The organizers have collaborated with Southside Community Center (SCC), which has been very helpful.

Farrell asked if the three proposed sites would be West State/M.L.K., Jr. Street, West Village Apartments, and Northside. Smith replied, yes. The Northside site would be near 210 Hancock Street. Farrell asked how many hours the youth would work. Smith replied, 20 hrs./wk.

Graham asked where the funding came from for last year's project. Smith replied from him, Nia Nunn, and several other friends. It was a collaborative community-wide effort.

Proulx asked if most of what the project would need is supplies and equipment, in addition to the stipends, and whether the food was donated. Smith replied it varies according to what they can get donated. The project receives donations from farms, but there is a limit to what they can provide and the rest needs to be purchased.

Proulx asked what would be involved in terms of verifying the low-to-moderate income (LMI) eligibility of the beneficiaries, or whether it would be an eligible use of funds because it would serve an LMI area. Mendizabal replied if the IURA funded the youth stipends, their household income could be verified. If not, some other form of income verification would be needed. The project could be classified as an LMI Limited Clientele activity, or the IURA could discuss other ways of obtaining the income information. In either case, IURA staff would work with the applicant to ensure CDBG compliance.

Mendizabal asked how much the stipends would be. Smith replied in 2020 it was \$200-225/wk. per youth.

Bohn asked what the yoga component of the project entails. Smith replied both youth and beneficiaries participate in yoga every morning in front of the Southside Community Center.

8. PROJECT #20: ON CALL OFFICE SUBDIVISION — THE ADVOCACY CENTER OF TOMPKINS COUNTY

Speaker	Affiliation	Comments-in-Brief
Heather Campbell	The Advocacy Center of Tompkins County	The pandemic has impacted the organization significantly. In 2020, it experienced over 35% higher hotline call-volume than the prior year, although most of that increase was in the second half of the year, which produced over 50% higher call-volume than baseline. This trend has continued into this quarter. As a result, the organization has been providing a particularly high/sustained level of service. It has been trying to move more staff back into the office, since providing crisis services remotely is very difficult. Unfortunately, it is not currently feasible to have all three staff persons in the office space at one time, while maintaining COVID-19 precautions. The project would provide two separate office spaces for people to be socially distant. Both spaces would have their own ventilation, including functional windows. Dividing the space would make an enormous difference for the organization, allowing it to bring all its staff back and ensure a continued high level of operation over the coming year. It would also create more private spaces to meet with clients. Given the increasing cost of construction materials, she checked with the contractor who believes the original estimate should remain roughly accurate. The application funding request does, however, include additional funds, as a contingency.

Lewis asked if the project could be completed by the end of June 2021, if awarded. Campbell replied, yes. The contractor has penciled the project in, with the goal of getting it done as quickly as possible.

Lewis asked how the call-volume has historically changed over the course of a year. Campbell replied, while there are some seasonal fluctuations, they only represent a difference of 10%. She does not know how long the recent surge in demand will continue.

9. PROJECT #21: ONLINE MARKET DISCOUNTS FOR LMI/SNAP ELIGIBLE CUSTOMERS — ITHACA FARMERS

MARKET

Speaker	Affiliation	Comments-in-Brief
Anton Burkett	Ithaca Farmers Market (IFM)	The COVID-19 crisis has significantly affected IFM’s customer traffic and vendor sales. In order to minimize the financial impact, IFM will be offering an online ordering option, coupled with a weekly off-site curbside pickup at the DMV parking lot. The pilot project was hugely successful. Since January, IFM had over \$24,000 in online sales, \$1,200 of which, or 5%, of which were SNAP purchases. IFM is deeply committed to the essential service of providing food to those at highest risk in the community.
Monika Roth	Ithaca Farmers Market (IFM)	IFM believes online shopping will continue to be a viable alternative in the post-pandemic future. To reach the SNAP target population, IFM will focus on certain City neighborhoods. Cornell Cooperative Extension (CCE) will conduct outreach to local organizations that serve LMI residents (e.g., DSS, Catholic Charities, TCAction, Southside Community Center, GIAC). The plan is to operate it for the entire season: May-October. If funded, a seasonal part-time worker would help coordinate the program, reaching approximately 350 SNAP households.

Proulx asked if the 40% subsidy for SNAP recipients would only available for the curbside option. Burkett replied, yes. Roth added the State has a program for SNAP recipients, where for every \$5 of farmers market tokens they purchase, they receive an additional \$2 coupon.

Farrell asked why the State would not provide the same benefit for online purchases. Roth replied it is not something IFM has inquired about, although it may be possible.

Bohn asked how the program would accommodate people without the means to pick up groceries at the centralized location. Burkett replied IFM has discussed possible deliveries to apartment complexes.

10. PROJECT #22: PARTNERS IN HEALTH — BRIGHT SYNERGY ASSOCIATES

Speaker	Affiliation	Comments-in-Brief
Karen L. Brown	Bright Synergy Associates	The application listed the numbers of beneficiaries in the “% City of Ithaca Residents” and “% Below 80% AMI” fields, but it should have listed 100% for both. COVID-19 has provided the perfect example of how misinformation, lower health-literacy skills, and healthcare inequities can negatively impact both individuals and wider communities. Communication barriers (e.g., medical terminology and acronyms) are something Bright Synergy Associates sees all the time when working with healthcare providers. The project would provide 30 elderly individuals with empowerment training to build health-literacy skills and 25 healthcare professionals with training in health-literacy strategies. The project would provide 16 hours of community-based education for healthcare professionals, with a stipend; and a four-part series with older adults to discuss basic health- and digital-literacy.

Rosario remarked there is significant diversity in the County’s population, including large Latinx and Asian populations, particularly Burmese and Tibetan residents. He has personally not seen much effort or consideration given to translation services/materials at points-of-service. He asked how the program would accommodate these populations. Brown agreed accommodating diverse populations is not merely about providing a translator or simplified written materials, but encompasses far more than that. While she likes the Think Cultural Health Model, the Respect Model of cross-cultural communication covers any population one may work with. The Agency for Healthcare Research and Quality (AHRQ) also has a great program, including videos, which is very effective.

Bohn asked how much demand exists for the program and if there is a waiting list. Brown replied that attracting seniors is one reason the stipend was included in the program. People who have participated in the program have really enjoyed it. Bright Synergy Associates is working with Ithaca College and public libraries to provide as much access to the program as possible. They have conducted sessions at Longview and McGraw House, which were both filled.

Farrell asked if 100% of the 30 elderly individuals being served would have household incomes of ≤80% AMI. Brown replied, yes. It was her understanding that the elderly are automatically considered LMI.

Mendizabal responded that is not necessarily the case, although HUD does make certain assumptions about elderly populations. In either case, IURA staff would work with the applicant regarding the issue, depending on the program design and outreach efforts.

12. PROJECT #24: SANITATION STATION — IURA

Speaker	Affiliation	Comments-in-Brief
Anisa Mendizabal	IURA	<p>Since businesses, service providers, and community institutions have all been closed as a result of the pandemic, public restrooms have not been accessible as they ordinarily would have been, and there have been increased cases of public defecation and urination. The project would provide a temporary restroom during the public health crisis and meet a basic human need. It came about through various conversations in the community. Mendizabal spoke to different stakeholders, City staff, service providers, and the Continuum of Care (CoC) to identify the need. People with limited access to public restrooms, like the homeless, are among the most vulnerable community members. It would also help prevent the spread of other infectious diseases, like Hepatitis A. It could be located at various downtown sites (e.g., Creekwalk, Bank Alley, DeWitt Park).</p> <p>Mendizabal researched the cost of an ADA-compliant restroom unit over 12 months, including cleaning and sanitizing services. There would also be a textable survey, in case the City would like to explore establishing a permanent public restroom in the future. The project would require a formal project sponsor. Mendizabal reached out to the Downtown Ithaca Alliance (DIA), which expressed some interest.</p>

Graham asked what role the project sponsor would serve. Mendizabal replied that role could function in different ways. Neighborhood Investment Committee (NIC) members and others have said they would like another community organization to take ownership and oversight over the project, since the IURA itself does not have the organizational capacity to implement it.

11. PROJECT #23: HVAC UPGRADE — ST. JOHN'S COMMUNITY SERVICES (SJCS)

Speaker	Affiliation	Comments-in-Brief
Roy Murdough	St. John's Community Services (SJCS)	<p>All SJCS' work is coordinated through the Friendship Center. In 2020, the shelter provided housing for 552 individuals, representing 25,000 bed-nights. The 20-bed shelter's capacity was reduced to 10 beds, during COVID-19. The way SJCS provides services has changed dramatically since COVID-19. Many people use the Friendship Center on a daily basis (e.g., showers, bathrooms, food pantry, mailing address). The current HVAC system covers three floors, with one unit on each floor, using a return-air recirculating system. Introducing fresh air would help alleviate the risk of COVID-19 infection and meet health department requirements. It would also scrub the air with U/V light.</p>

Speaker	Affiliation	Comments-in-Brief
Chris Teitelbaum	St. John's Community Services (SJCS)	

Graham asked if SJCS owns the building. Murdough replied, yes. Graham asked if the landlord agreed to the proposal. Murdough replied, yes, but he is not willing to provide any funding for it.

Graham observed the IURA will be reviewing an SJCS proposal for an expanded shelter at another site. He asked how long Murdough anticipates staying in the current location. Murdough replied there are numerous unknown factors involved, but he does not foresee moving into a new shelter for some considerable time. There is also a high likelihood they would continue to use the current site for some purpose.

Lewis asked how quickly the HVAC could be installed. Murdough replied, within a month.

On a motion by Rosario, seconded by Farrell, and unanimously approved, Chair Myrick suspended the Public Hearing.

VI. Neighborhood Investment Committee (NIC) [continued]

B. Acquisition/Resale of Real Property Located at 324 E. Buffalo St.

Graham explained that INHS acquired the property when it received funding for the affordable housing portion of project, but the Catholic Charities building was excluded from the award. The proposal would permit INHS to keep Catholic Charities in the current building at an affordable rent level.

Proulx asked why INHS cannot simply purchase the building directly, through financing. Bohn replied INHS did purchase it, using a construction loan, but which it would now need to repay. INHS also approached a few lenders.

Graham moved, seconded by Proulx:

Acquisition & Resale of 324 W. Buffalo Street Property

WHEREAS, Ithaca Neighborhood Housing Services, Inc. (INHS) used an acquisition loan to acquire the former Immaculate Conception school campus including the building occupied by Catholic Charities at 324 W. Buffalo Street (the Property), and

WHEREAS, INHS has been awarded funding to redevelop the school buildings for affordable housing project that excludes the Property, and

WHEREAS, INHS needs to secure other funding to pay off the \$110,000 portion of the acquisition loan attributable to the Property, and

WHEREAS, Catholic Charities occupies the 5,600-square-foot building on the Property from which it operates numerous anti-poverty programs, including the Security Deposit Assistance Program for low-income renters that receives funding assistance from the IURA, and

WHEREAS, INHS is committed to keep Catholic Charities in the building at 324 W. Buffalo Street at a rent level it can afford, if INHS can secure affordable financing to repay the acquisition loan, and

WHEREAS, INHS requests the IURA acquire the Property for \$110,000 from INHS and resell it to INHS for that same value with 100% owner-financing, and

WHEREAS, INHS agrees to purchase the property from the IURA after the IURA acquires it from the current owner, under the following sales terms:

Purchase Price:	\$110,000
Payment of Purchase Price:	100% owner financing by IURA
Repayment Term:	15 years
Amortization Term:	24 years
Interest Rate:	2.5%
Down payment:	\$0
Closing Costs:	INHS responsible for all legal and closing costs
Collateral:	1 st mortgage
Maximum Rent:	not to exceed \$6/sf
Tenant Income:	Catholic Charities or another not-for-profit entity
Affordability Period:	15 years, and

WHEREAS, the IURA received \$688,555 in net proceeds from 2019 loan pay-offs from Cayuga Green, LLC resulting from prior IURA property sales to implement the Cayuga Green Urban Renewal Project, and

WHEREAS, \$110,000 of these non-HUD funds remains available for acquisition of property, and

WHEREAS, 324 W. Buffalo Street is located within the Urban Renewal Project Area, and

WHEREAS, use of IURA funds to assist INHS retain Catholic Charities in their current building at an affordable rent level advances the Agency's community development and affordable housing mission and creates an income stream to the Agency, and

WHEREAS, at its March 12, 2021 meeting, the IURA Neighborhood Investment Committee reviewed this matter and recommends the following; now, therefore, be it

RESOLVED, the IURA hereby authorizes acquisition of property located at 324 W. Buffalo Street, Ithaca, NY and resale to Ithaca Neighborhood Housing Services, Inc. subject to the above-listed terms, and be it further

RESOLVED, the purchase price and resale price shall be established at \$110,000, and be it further

RESOLVED, the IURA Chairperson, subject to review by IURA legal counsel, is authorized to sign any and all documents to implement this resolution, including but not limited to a Purchase and Sale Agreement, a Loan Agreement, and a Mortgage.

Carried Unanimously: 5-0

C. Committee Chairperson Report

None.

VIII. Economic Development Committee (EDC)

A. Committee Chairperson Report

Proulx reported that the IURA issued a Request for Expressions of Interest (RFEI) for Inlet Island. The Committee will meet to structure its review process, so that formal review of the proposals could begin in May 2021.

IX. Other Business

A. IURA Chairperson Report

Myrick reported that the State's cannabis legalization initiative is imminent. Municipalities would have an opt-out option for having a dispensary. He is not yet sure what the tax rate would be, or how the revenues would be allocated. Nor does he know if the City would be able to quantify the cannabis portion of the additional sales tax revenues. In either case, the City will begin to plan how best to use the additional revenue.

Graham suggested the City ensure entrepreneurs of color are provided the opportunity to train and operate the dispensary.

B. Common Council Liaison Report

Lewis reported that considerable work has been done on the Reimagining Public Safety initiative. The Planning & Economic Development Committee (PEDC) also approved the CDBG-CV GIAC programming and Community Outreach Worker funding proposals.

Lewis reported the Anti-Displacement Learning Network (ADLN) working group has held ongoing meetings since the grant was awarded. The project is moving forward towards implementation and deployment of the funds. Mendizabal added that the Human Services Coalition of Tompkins County (HSC) has interviewed job candidates and will be hiring the first applicant for the position.

C. Staff Report

Bohn reported the meeting materials include a letter from the Mayor to Senator Schumer, opposing the Office of Management and Budget's (OMB) proposed change to the statistical definition of Metropolitan Statistical Area (MSA). The proposal would reclassify 144 existing MSAs with urbanized areas under 100,000 as Micropolitan Statistical Areas, which would have an adverse impact on the City's HUD Entitlement Program funding.

Bohn reported that *The American Rescue Plan Act* (ARP) includes an additional \$5B in funding for HOME activities, including expanding the allowable use of funds (e.g., conversions of hotels to homeless shelters).

X. Adjournment

The meeting was adjourned at 11:05 A.M.

— END —

Minutes prepared by C. Pyott, edited by N. Bohn.



City of Ithaca 2021 CDBG/HOME Funding Applications



PUBLIC HEARING SCHEDULE



Both meetings will be conducted virtually on Zoom and live-streamed on YouTube.

Check IURA home page for detailed instructions: www.IthacaURA.org.

START TIMES ARE APPROXIMATE. APPLICANTS ARE RESPONSIBLE FOR BEING AVAILABLE AT WHATEVER TIME(S) THEIR APPLICATION(S) IS ACTUALLY DISCUSSED.

Thursday, March 25, 2021 Housing & CDBG-CV Applications			
Time	App. #	Project/Program	Applicant
8:42 AM	1	Homeowner Rehab	Ithaca Neighborhood Housing Services, Inc. (INHS)
8:54 AM	2	Minor Repair Program	Ithaca Neighborhood Housing Services, Inc. (INHS)
9:06 AM	3	State Street Apartments	Visum Develop. Group & Providence Housing Develop. Corp.
9:18 AM	4	511 S. Plain St. For-Sale Duplex	Ithaca Neighborhood Housing Services, Inc. (INHS)
9:30 AM	5	Housing Scholarship Program	The Learning Web
9:42 AM	6/6a	Security Deposit Assistance for Vulnerable Households (& Delivery)	Catholic Charities of Tompkins/Tioga Counties
9:54 AM	19	Health & Wellness: Smoothies, Food Services, & Yoga	Black Hands Universal, Inc.
10:06 AM	20	On Call Office Subdivision	Advocacy Center of Tompkins County
10:18 AM	21	Online Market Discounts for LMI/SNAP Eligible Customers	Ithaca Farmers Market
10:30 AM	22	Partners in Health	Bright Synergy Associates
10:42 AM	23	HVAC Upgrade	St. John's Community Services
10:54 AM	24	Sanitation Station	IURA

IMPORTANT: 12-MINUTE MAXIMUM PRESENTATION PERIOD, INCLUDING Q & A.

Thursday, April 1, 2021 Economic Development, Public Facilities, & Public Services Applications			
Time	App. #	Project/Program	Applicant
8:30 AM	7	ReUse Job Training for Career Pathways	Finger Lakes ReUse, Inc. (FLRU)
8:42 AM	8	Work Preserve Job Training: Job Placements	Historic Ithaca, Inc.
8:54 AM	9	Hospitality Employment Training Program (HETP)	Greater Ithaca Activities Center, Inc. (GIAC)
9:06 AM	10	Ithaca Is Books	Buffalo Street Books
9:18 AM	11	Great Neighbor & Essential Resource	Ithaca Community Gardens, Inc.
9:30 AM	12	Urban Bus Stop Upgrade Project	TCAT
9:42 AM	13	New Gym Renovation	Greater Ithaca Activities Center, Inc. (GIAC)
9:54 AM	17	Larger Shelter & Expanded PSH	St. John's Community Services
10:06 AM	14	2-1-1 Information & Referral	Human Services Coalition of Tompkins County, Inc. (HSC)
10:18 AM	15	Work Preserve Job Training: Job Readiness	Historic Ithaca, Inc.
10:30 AM	16	Immigrant Services Program (ISP)	Catholic Charities of Tompkins/Tioga Counties
10:42 AM	18	A Place to Stay	Catholic Charities of Tompkins/Tioga Counties

2021 HUD Entitlement Program (City of Ithaca, NY) – Funding Proposals Received

Last Updated: 3/11/21

#	Project	Sponsor	Funding Request	Matching Funds (Sec. & Unsec.)	Total Project Cost	ANTICIPATED AVAILABLE FUNDING						Project Summary Description	
						2021 CDBG	CDBG (R/U)	2021 HOME	HOME (R/U)	CDBG-CV	2021 CDBG PI		TOTAL
						\$680,761	\$40,659.26	\$334,715	\$8,376.30	\$63,089.60	\$90,000		\$1,217,601.16
HOUSING													
P	110 Auburn St. Homeownership Project	Ithaca Neighborhood Housing Services, Inc. (INHS)	\$ 30,000.00	\$ 268,600.00	\$ 298,600.00							\$ -	Funding towards rehabilitation of vacant single-family home for sale to LMI household. Pre-Award Application
1	Homeowner Rehab	Ithaca Neighborhood Housing Services, Inc. (INHS)	\$ 125,000.00	\$ 62,391.03	\$ 187,391.03							\$ -	Assist at least 6 LMI homeowners with maintenance and rehabilitation projects that improve condition, performance, accessibility, and safety of their homes.
2	Minor Repair Program	Ithaca Neighborhood Housing Services, Inc. (INHS)	\$ 33,475.00	\$ 292,429.52	\$ 325,904.52							\$ -	Funding towards salary/benefits to provide at least 40 LMI homeowners with maintenance and repairs focused on health/safety issues, accessibility, and providing links to other programs and services.
3	State Street Apartments	Visum Develop. Group & Providence Housing Develop. Corp.	\$ 100,000.00	\$ 22,809,957.00	\$ 22,909,957.00							\$ -	Funding of professional fees (e.g., engineering, architecture), environmental testing, permit fees, market study, energy consultant, and legal fees for construction of multi-family housing project, enabling 57 LMI families to obtain permanent affordable housing, including 6 domestic violence victims.
4	511 S. Plain St. For-Sale Duplex*	Ithaca Neighborhood Housing Services, Inc. (INHS)	\$ 80,000.00	\$ 530,445.00	\$ 610,445.00							\$ -	Funding for construction of new for-sale 2-unit house for sale to 2 LMI households.
5	Housing Scholarship Program	The Learning Web	\$ 75,600.00	\$ 72,500.00	\$ 148,100.00							\$ -	Funding towards rent/utilities for at least 8 LMI unaccompanied/homeless youth residing in supported apartments to maintain stable housing and increase their ability to live self-sufficiently.
6	Security Deposit Assistance for Vulnerable Households	Catholic Charities of Tompkins/Tioga Counties	\$ 74,000.00	\$ 26,496.00	\$ 102,996.00							\$ -	Funding towards security deposits for 65 LMI households (incl. elderly, disabled, single parents) at risk of homelessness to access safe/stable housing and avoid/end homelessness, including 5 deposits for homeless families/children in Housing for School Success program and 10 deposits for Opportunities, Alternatives, & Resources (OAR) households.
6a	Security Deposit Assistance Delivery	Catholic Charities of Tompkins/Tioga Counties	\$ 2,500.00	\$ -	\$ -							\$ -	Project-delivery funding for part of Samaritan Center Coordinator salary (15 hrs./wk.) to compensate for additional costs associated with delivery of 5 Housing for School Success security deposits and 10 Opportunities, Alternatives and Resources (OAR) security deposits.
HOUSING SUBTOTAL:			\$ 490,575.00	\$ 23,794,218.55	\$ 24,284,793.55	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,000.00	\$ 90,000.00	
ECONOMIC DEVELOPMENT													
7	ReUse Job Training for Career Pathways	Finger Lakes ReUse, Inc. (FLRU)	\$106,937.02	\$ 286,169.22	\$ 392,054.22							\$ -	Funding for staff salaries, participant stipends, and professional fees for training services to provide job training opportunities for LMI populations and place at least 16 adults with employment barriers into permanent unsubsidized positions.
8	Work Preserve Job Training: Job Placements	Historic Ithaca, Inc.	\$ 67,500.00	\$ 111,971.00	\$ 199,471.00							\$ -	Funding for staff salaries and participant stipends leading to job placements of 5 LMI individuals (e.g., youth, adults, homeless, formerly incarcerated, people with disabilities/mental illness, people with barriers to employment, new entrants to workforce), following job-readiness training.
9	Hospitality Employment Training Program (HETP)	Greater Ithaca Activities Center, Inc. (GIAC)	\$ 110,000.00	\$ 38,000.00	\$ 148,000.00							\$ -	Staff, supplies, stipends, and professional fees to train 20 and place 14 LMI adults with employment barriers (e.g., people with disabilities, formerly incarcerated, homeless, recovering addicts, immigrants, single parents) into hospitality and office/administrative positions.
10	Ithaca Is Books	Buffalo Street Books	\$ 35,000.00	\$ 4,500.00	\$ 39,500.00							\$ -	Staff salary/payroll costs for full-time Events & Community Outreach Coordinator to expand bookstore's "Ithaca Is Books" literary arts program to underserved communities, helping stabilize the cooperative independent bookstore.
[#]	Economic Development Loan Fund	IURA	\$ 90,000.00	\$ 135,000.00	\$ 225,000.00						\$ 90,000.00	\$ 90,000.00	Capitalize loan fund for business loans resulting in job creation (including underwriting and delivery).
ECONOMIC DEVELOPMENT SUBTOTAL:			\$ 409,437.02	\$ 575,640.22	\$ 1,004,025.22	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 90,000.00	\$ 90,000.00	
PUBLIC FACILITIES													
11	Great Neighbor & Essential Resource	Ithaca Community Gardens, Inc.	\$ 63,010.00	\$ 220,150.00	\$ 320,150.00							\$ -	Funding for variety of supplies for entry gates, privacy fencing, water fountains, raised beds, stone dust, and landscaping plants, benefiting at least 150 LMI households
12	Urban Bus Stop Upgrade Project	TCAT	\$ 19,950.00	\$ 12,141.00	\$ 32,091.00							\$ -	Funding for solar lights/peripherals at bus stops currently without lighting to enhance the safety and navigability of 13 bus stops throughout the City.
13	New Gym Renovation	Greater Ithaca Activities Center, Inc. (GIAC)	\$ 400,000.00	\$ 2,311,580.00	\$ 2,711,580.00							\$ -	Professional services and some construction costs towards renovation of former Immaculate Conception School gymnasium for indoor recreation and afterschool Teen Program space, HETP classroom training space, and community use for meetings, large gatherings, and recreation tournaments.
17	Larger Shelter & Expanded PSH <small>(Initially submitted as Public Services application)</small>	St. John's Community Services	\$ 100,000.00	\$ 2,206,712.15	\$ 3,095,200.00							\$ -	Funding towards 1st-year lease payment with a hotel to expand homeless shelter beds, centralize service-delivery, and expand Permanent Supportive Housing (PSH), benefiting at least 564 homeless persons.
PUBLIC FACILITIES SUBTOTAL:			\$ 582,960.00	\$ 4,750,583.15	\$ 6,159,021.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
PUBLIC SERVICES Public Services Funding Cap = 15% of 2021 CDBG Award: \$102,114.15													
14	2-1-1 Information & Referral	Human Services Coalition of Tompkins County, Inc. (HSC)	\$ 25,000.00	\$ 119,720.00	\$ 347,690.00							\$ -	Staff salaries to provide sufficient contact center coverage to meet community benefiting at least 3,375 LMI persons.
15	Work Preserve Job Training: Job Readiness	Historic Ithaca, Inc.	\$ 20,000.00	(same as #10 above)	(same as #10 above)							\$ -	Funding for staff salaries to provide 12 LMI youth and adults with job-readiness training, workplace evaluations, and support in transitioning to other services or employment.
16	Immigrant Services Program (ISP)	Catholic Charities of Tompkins/Tioga Counties	\$ 30,000.00	\$ 60,500.00	\$ 90,500.00							\$ -	Staffing to provide 100 refugees and immigrants with direct services and referrals so they can integrate into the community.
18	A Place to Stay	Catholic Charities of Tompkins/Tioga Counties	\$ 15,000.00	\$ 45,126.00	\$ 60,126.00							\$ -	Staffing costs for case management (evenings/weekends) to assist residents in gaining stability/self-sufficiency and reducing repeated periods of homelessness: targeted to very low-income adult women who are homeless/facing homelessness, more than half of whom working through substance-abuse recovery.
PUBLIC SERVICES SUBTOTAL:			\$ 90,000.00	\$ 225,346.00	\$ 498,316.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
CDBG-CV CDBG (R/U) funds may be used for CDBG-CV activities.													
19	Health & Wellness: Smoothies, Food Services, & Yoga	Black Hands Universal, Inc.	\$ 38,000.00	\$ 2,000.00	\$ 40,000.00							\$ -	Funding for smoothies, food services, and free yoga classes for 1,700 homeless persons, persons suffering from substance abuse, youth, and other underserved community members to support their physical and mental health, in response to the COVID-19 pandemic.
20	On Call Office Subdivision	Advocacy Center of Tompkins County	\$ 5,720.00	\$ 500.00	\$ 5,220.00							\$ -	Funding for materials/labor to create subdivision in on-call Advocates office, as a COVID-19 safety measure, to allow Advocates to return safely and increase capacity for safe in-person services to domestic/sexual violence victims during the pandemic, benefiting at least 800 LMI persons.
21	Online Market Discounts for LMI/SNAP Eligible Customers	Ithaca Farmers Market	\$ 19,068.00	\$ 17,640.00	\$ 36,708.00							\$ -	Funding for 40% subsidy to 350 SNAP-eligible LMI City residents shopping online to increase affordability of fresh local foods and support vendors suffering from COVID-19 public health requirements.
22	Partners in Health	Bright Synergy Associates	\$ 20,000.00	\$ -	\$ 20,000.00							\$ -	Funding for participant stipends, materials, and salaries to provide 30 LMI elderly persons with health-literacy skills to make informed health decisions and provide 25 professionals, serving older adults, with training in health-literacy strategies/skills.
23	HVAC Upgrade	St. John's Community Services	\$ 20,300.00	\$ -	\$ 20,300.00							\$ -	Funding for HVAC system upgrade to provide fresh air, air-filtration, and scrubbers to eliminate pathogens, including COVID-19, at homeless shelter and Friendship Center, benefiting at least 552 homeless persons.
24	Sanitation Station	IURA	\$ 11,000.00	\$ 750.00	\$ 11,750.00							\$ -	Funding for rental, service/maintenance, and transportation of portable public restroom to provide basic sanitation and reduce disease transmission, including COVID-19, for people experiencing homelessness and other underserved persons.
CDBG-CV SUBTOTAL:			\$ 114,088.00	\$ 20,890.00	\$ 133,978.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
ADMINISTRATION													
25	CDBG Administration (20%)	IURA	\$ 136,152.20	\$ -	\$ 136,152.20	\$ 136,152.20						\$ 136,152.20	Planning, administration, and monitoring for CDBG program.
26	HOME Administration (10%)	IURA	\$ 33,471.50	\$ -	\$ 33,471.50		\$ 33,471.50					\$ 33,471.50	Planning, administration, and monitoring for HOME program.
ADMINISTRATION SUBTOTAL:			\$ 169,623.70	\$ -	\$ 169,623.70	\$ 136,152.20	\$ 33,471.50	\$ -	\$ -	\$ -	\$ -	\$ 169,623.70	
TOTALS:			\$ 1,742,595.72	\$ 29,345,787.92	\$ 32,115,779.47	\$ 136,152.20	\$ 33,471.50	\$ 0.00	\$ 0.00	\$ 0.00	\$ 90,000.00	\$ 259,623.70	R/U = Recaptured/Unallocated (from prior years) LMI = Low & Moderate Income (80% or less of AMI) AMI = Area Median Income (Tompkins County) FTE = Full-Time Equivalent PI = Program Income

Minimum Required Set-Aside of HOME Funds for CHDO Activities (15%): \$50,207.25

*CHDO Set-Aside Eligible Projects: 2

2021 CITY OF ITHACA HUD ENTITLEMENT GRANT — Action Plan Schedule —



All meetings will be virtual meetings conducted on **zoom** and **YouTube** due to COVID-19 pandemic. Check City of Ithaca's online Agenda Center (www.cityofithaca.org/agendacenter) and Calendar (www.cityofithaca.org/calendar.aspx) for detailed instructions.

MILESTONE	DATE/LOCATION
Organizational Meeting #1	8:30 A.M., Monday, December 21, 2020, IURA Meeting
CALL FOR FUNDING PROPOSALS ISSUED	THURSDAY, JANUARY 7, 2021
Organizational Meeting #2	8:30 A.M., Friday, January 8, 2021, Neighborhood Investment Committee Meeting
PUBLIC INFORMATION & INPUT MEETING #1	5:00-6:00 P.M., Thursday, January 14, 2021
PUBLIC INFORMATION & INPUT MEETING #2	12:00-1:30 P.M., Tuesday, January 19, 2021
CONSULTATION & TECHNICAL ASSISTANCE (BY REQUEST)	Contact Anisa Mendizabal for availability: amendizabal@cityofithaca.org or (213) 220-3522 (cell)
FUNDING APPLICATIONS DUE:	NOON, FRIDAY, FEBRUARY 26, 2021
Economic Development Committee Meeting #1	3:30 P.M., Tuesday, March 9, 2021
Neighborhood Investment Committee Meeting #1	8:30 A.M., Friday, March 12, 2021
Neighborhood Investment Committee Meeting #2	8:30 A.M., Friday, March 19, 2021
IURA MEETING #1 — PUBLIC HEARING #1	8:30-11:30 A.M., Thursday, March 25, 2021
IURA MEETING #2 — PUBLIC HEARING #1 (CONT.)	8:30-11:30 A.M., Thursday, April 1, 2021
Neighborhood Investment Committee Meeting #3	8:30 A.M., Friday, April 9, 2021
Economic Development Committee Meeting #2	3:30 P.M., Tuesday, April 13, 2021
IURA MEETING #3	8:30-11:30 A.M., Thursday, April 15, 2021
IURA MEETING #4	8:30-11:30 A.M., Thursday, April 22, 2021
IURA Adoption of Draft Action Plan	8:30 A.M., Thursday, April 22, 2021
Draft 2021 Action Plan Available for 30-Day Public Comment Period	12:00 P.M., Monday, May 3, 2021
PUBLIC HEARING #2 — Planning & Economic Development Committee of Common Council	6:00 P.M., Wednesday, May 12, 2021
Close 30-Day Comment Period on Draft Action Plan	5:00 P.M., Tuesday, June 1, 2021
Common Council Approves 2021 Action Plan	6:00 P.M., Wednesday, June 2, 2021