

ITHACA URBAN RENEWAL AGENCY (IURA) NEIGHBORHOOD INVESTMENT COMMITTEE (NIC)

AGENDA

8:30 A.M., Friday, May 8, 2020

Virtual Meeting

Committee Members and Members of the Public may participate using the link below
(all will enter through the Zoom Waiting Room)

Join URL: <https://us02web.zoom.us/j/605925498?pwd=aXQ1ZFZlZ0E0NEQxSTZRbHpuNmhhQT09>

- I. Call to Order
- II. Changes to the Agenda
- III. Public Comment
- IV. Review of Meeting Minutes: March 13, 2020, March 20, 2020, April 2020
- V. Chair's Report - Small Business Revolving Loan (SBRL) Fund
- VI. HUD Entitlement Grant Program 2020
 - A. Status of IURA-Recommended Projects
 - B. Next Steps/Look Ahead
- VII. Overview: HUD Mega-waiver
- VIII. New/Other Business
 - A. CARES ACT CDBG - CV Funding to the City of Ithaca
 1. Amount, framework
 2. Approaches to select activities for funding from CDBG-CV funds
 3. Priority needs/gaps to respond to the COVID-19 Pandemic
 4. Identification of further priority needs
 5. Draft schedule to develop CDBG-CV Action Plan
 - B. Amendment #3 to the HUD Citizen Participation Plan, COVID-19
- IX. Motion to Adjourn



*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.*



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ITHACA URBAN RENEWAL AGENCY (IURA)
NEIGHBORHOOD INVESTMENT COMMITTEE (NIC)
DRAFT MINUTES

8:30 A.M., Friday, March 13, 2020

Virtual Meeting

**Committee Members and Members of the Public may participate using the link below
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I. Call to Order

Chair Graham called the meeting to order at 8:42 a.m.

II. Changes to the Agenda

None.

III. Public Comment

None.

IV. Review of Minutes - January 2020 (February meeting cancelled; no minutes)

Moved by Manos; seconded by De Aragon. **Approved unanimously.**

V. New Business

A. Action Item: Review/ Discuss 2020 HUD Entitlement Funding Proposals (#13-23)

Mendizabal informed the Committee of three late applications. The Committee discussed the matter "blind," that is, without knowledge or information about the sponsors, their proposed projects, or any application information. The Committee asked Mendizabal the facts surrounding the late submissions.

1. One applicant called the IURA office before the noon deadline, to say that the person delivering the application was en route to City Hall, but was concerned about arrival time. That application arrived at 12:01 pm, according to the clock in the IURA office.

2. The next late application arrived at approximately 12:20 pm. The applicant called after 12 noon and stated extenuating circumstances regarding tardiness. Applicant asked if they could submit it. Mendizabal stated they could bring the application, but could not state whether it would be accepted. The application arrived at approximately 12:20 pm.
3. The third late application arrived at about 1:20 pm. The application's sponsor called after 12 noon-- and after the application above-- to say that there some extenuating circumstances and ask if they could submit it. Mendizabal stated they could bring the application, but could not state whether it would be accepted.

The Committee discussed the information. The Committee noted it has been firm about not accepting late applications in the past. The Committee asked Mendizabal what she tells the public/prospective applicants about late applications during Action Plan outreach and related technical assistance meetings. Mendizabal said she directs attention to the deadline date and deadline time-- it is noon, not 5:00 PM, not "close of business", and not midnight. Mendizabal also shares an example of a late application from a prior year, which was denied.

The Committee discussed and agreed that the first late application described was leaning toward acceptable, because of the inability to determine whether the clock was exactly accurate and also because the delivery person was very likely in the building. The Committee determined, however, that the second and third applications called late and arrived late, and thus agreed those applications should not be considered. Further, the Committee directed Mendizabal to not accept late applications in the future, even if an applicant calls in advance. Mendizabal has been directed to thank such callers for their call, but let them know the application must be at IURA offices on time (12:00 noon on the day of the deadline).

The Chair then opened the discussion of the accepted proposals, instructing members to consider each one, and to save discussion of funding levels to each project for later. Public Facilities and Public Services applications were discussed at this meeting.

#13 Southside Park Enhancement Project

Farrell noted cost savings of volunteer labor and scalability of proposal. Halpert commented on solar lights and wondered how cost-effectiveness was determined. Mendizabal noted lights of this type are installed at the Inlet and there is an existing record of cost and performance. Who empties trash cans? City Forestry or volunteers? Answer: City Forestry (a City department).

Graham asked about the Wood Street Volunteers. Mendizabal said some of the volunteers were involved in the Southside Planning process. Local group.

Members noted that the play area is situated in a spot that remains wet after rains, runoff.

#14 Reimagining Ithaca Community Gardens

De Aragon wondered about the group's capacity to implement. Graham pointed out this volunteer group (sponsor) has a 40 year history. De Aragon discussed the need for a "champion" within the group, due to the project being outside the group's usual scope. Manos pointed out the coordination piece. Mendizabal noted that the project sponsor would need documentation that 51% are LMI.

#15 New Gym Renovation

Farrell observed that Dormitory Authority of the State of NY (DASNY), a match funder, moves slowly. Another IURA project with DASNY funds did not expend funds for quite a while-- spend-down issues for request of this size. Members wanted to know more about the extent of the City of Ithaca's Engineering Department's involvement. They directed Mendizabal to look into regulations about "plans and studies" projects. General enthusiasm about GIAC's acquisition of the resource, discussion around the need for solid estimates, questions about the ability to phase. Committee observed that in past GIAC capital improvement projects, there was a lot of complexity, such as Davis-Bacon compliance, and GIAC had a major role in monitoring. Graham pointed out that over a million dollars is unsecured in the project's budget.

#16 Food Pantry Mechanical Dock Leveler

The Committee wondered how many beneficiaries the IHA food pantry (an indirect beneficiary noted in the application) served. De Aragon noted the difference between construction vs. installation. It's a piece of equipment, not a building.

#17 Roof Replacement

Excluded from discussion - late application.

#18 Curb Ramps to Complete ADA Compliance at West Village TCAT Bus Stop

Members had many questions. Members recalled IURA specifying that curb ramps were a priority at this location during a previous IURA meeting about the TCAT Bus Stop, and asking the City to ensure they would be created. Mendizabal explained that these curb ramps were not named as a priority in the upcoming year's Sidewalk Plan. Members further wanted to know how priorities are determined and what the Engineering Department's planning process is. Members discussed the importance of ADA compliance. The bus stop is adjacent to affordable housing in an LMI neighborhood. The neighborhood has challenging slopes.

#19 GO ITHACA Low Income Support

There is a navigator. Questions arose about jurisdiction/boundaries of the project area. Chair Graham summed up: Sounds like there is support for this project, with questions/reservations about project boundary.

#20 2-1-1 Information and Referral

Positive history of compliance and completion; scalable if needed. Scaled last year.

#21 Work Preserve Job Training: Job Readiness

Large number of the 20 youth served live outside the City. The Committee discussed the difficulty finding housing in the City for low-wage workers, especially youth, and prevalence of couch-surfing.

#22 Immigrant Service Program

Well-established program with history of compliance and completion. Scaled last year. Committee Members recalled Project Director Sue Chaffee's recent presentation/discussion with them. Breadth of services is large.

#23 Fair Housing Enforcement Project

Excluded from discussion - late application.

Next week's meeting will be by Zoom virtual meeting platform, due to growing COVID-19 crisis. Mendizabal will send links.

Meeting adjourned by consensus at approximately 12:00 noon.