

**MINUTES**  
**COMMUNITY DEVELOPMENT**  
**AFFORDABLE HOUSING ADVISORY BOARD MEETING**  
**DOWNTOWN MAIN LIBRARY • MEETING ROOM A**  
**WEDNESDAY • MARCH 23, 2016 – 4:00 PM**

**Members Present:** Jon Carroll, Annie Brokenleg, Shawn Pritchett and Gayleen Riedemann

**Members Absent:** Frank Adams, Robert Hodgson III and Kate Parker (ex-officio)

Also Present: Les Kinstad, Matt Cerny and Al Roettger,  
Community Development staff

**AGENDA**

**1. CALL TO ORDER**

Jon Carroll called the meeting to order at 4:05 p.m.

**2. ADDITIONS OR DELETIONS TO THE AGENDA**

There were no additions or deletions to the agenda.

**3. APPROVAL OF THE MINUTES FOR THE MEETING OF OCTOBER 28, 2015**

Due to lack of quorum, the minutes for the meeting of October 28, 2015 were unable to be approved.

**4. OLD BUSINESS**

There was no old business to discuss.

**5. NEW BUSINESS**

**a) Public Hearing for Consolidated Annual Performance Evaluation Report (CAPER) and Review of 2015 Accomplishments**

Les opened the public hearing to any and all comments for CAPER. There were no questions or comments received at today's public hearing.

**b) Scope & Duties of Advisory Board**

Les explained the Community Development Advisory Board's mission statement and eligible CDBG/HOME activities that were previously emailed to the board members (see attached Exhibit A). Les said even though the Community Development Department has been primarily

focused on affordable housing projects the last few years, the CDBG and HOME eligible activities cover a wide array of programs and services.

### **2015-19 Consolidated Plan Priorities**

Les described the handout provided to all board members (see attached Exhibit B), that explained the consolidated plan priorities for 2015-19. The following items listed are high priority needs:

- \*Core neighborhood redevelopment
- \*Neighborhood revitalization
- \*Affordable housing
- \*Homeownership assistance
- \*Increase self-sufficiency
- \*Fair housing education & outreach
- \*Accessibility modifications

### **c) 2017 CDBG & HOME Funds Applications**

Les handed out the summary of 2017 applications for funding (see attached Exhibit C) and reviewed with the board members. Les indicated the majority of the submitted applications are continuation of projects of previously submitted applications; however, there is one new project submitted by Volunteers of America for construction of two twin homes that would serve as transitional housing. Gayleen asked if these twin home locations were near a bus route. Les answered they were not. After review of the details of each project, Les said the department recommendations were to fund all of the projects with exception of the Volunteers of America application.

After a brief group discussion, it was the board's unanimous consensus to approve all of the 2017 applications submitted with respect to the Community Development staff's opinions on the Volunteers of America application.

Shawn questioned the level of federal funding for the year 2017 that will be used to fund the applications submitted. Les responded that he's unaware of the federal amount that will be appropriated for 2017; however, he stated we can use City general funds as well as federal funds for these applications.

### **d) Update - 2016 \$1M Affordable Housing Loan Fund Monies**

Les said the City will be accepting applications/proposals from developers for the \$1M loan fund no later than May 31, 2016. This is tax money appropriated by the City Council. Les stated Community Development will bring the submitted applications forward to this group for approval.

**6. OTHER BUSINESS**

Les told the group that we are in need of new board members. This board should have a total of nine members but due to term limits expiring we currently only have five. Les asked board members to think about new recruitments and/or referrals they feel would be beneficial to the board.

**7. ADJOURN**

Upon motion by Les Kinstad the meeting adjourned at 5:00 p.m.

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Secretary

DRAFT

## MISSION STATEMENT

The Affordable Housing Division of Community Development strengthens and stabilizes neighborhoods improving the quality of life in Sioux Falls by providing affordable housing programs and supportive community services to persons of low and moderate income.

## PROGRAM OBJECTIVES

The primary objectives of the Community Development Department are to develop a viable urban community by:

1. Providing decent, safe, sanitary and affordable housing.
2. A suitable urban living environment.
3. Expansion of economic opportunities.
4. Prevention and elimination of slums or urban blight.

## ADVISORY BOARD

### DUTIES & RESPONSIBILITIES

1. Monitor the development and execution of the City's CDBG and HOME programs.
2. Conduct three public meetings per year on the development and submission of the successive year's Annual Action Plan.
  - a. February – two hearings to provide input from the community and non-profit providers of service (afternoon and evening meetings).
  - b. October – final review and comment on the next year's Annual Action Plan.
3. Review/assist in development of the HUD Consolidated Five-Year Plan.
  - a. Review any "substantial amendments" to that plan.
4. Review CDBG and HOME performance reports (CAPER).
5. Review and comment upon applications for assistance under the CDBG, HOME and related City programs.

### Eligible HOME Activities

1. Home purchase or rehabilitation financing assistance to eligible homeowners and new homebuyers.
2. Build or rehabilitation housing for rent or ownership; or for
3. Other reasonable and necessary expenses related to the development of non-luxury housing, including site acquisition or improvement, demolition of dilapidated housing to make way for HOME-assisted development.
4. Payment of relocation expenses.
5. Provide tenant-based rental assistance contracts of up to 2 years.

## Eligible CDBG Activities

1. Acquisition of Property
2. Disposition
3. Public Facilities & Improvements
4. Senior Centers
5. Handicapped Centers
6. Homeless Facilities (not operating costs)
7. Youth Centers
8. Neighborhood Facilities
9. Parks, Recreational Facilities
10. Parking Facilities
11. Solid Waste Disposal Improvements
12. Flood Drainage Improvements
13. Water/Sewer Improvements
14. Street Improvements
15. Sidewalks
16. Child Care Centers
17. Tree Planting
18. Fire Station/Equipment
19. Health Facilities
20. Abused and Neglected Children Facilities
21. Asbestos Removal
22. Facilities for AIDS Patients (no operating costs)
23. Clearance, Demo, Remediate
24. Cleanup of Contaminated Sites
25. Public Services
26. Operating Costs Homeless/AIDS Patients
27. Senior Services
28. Handicapped Services
29. Legal Services
30. Youth Services
31. Transportation Services
32. Substance Abuse Services
33. Battered and Abused Spouses
34. Employment Training
35. Crime Awareness
36. Fair Housing Activities – Subject to Public Service Cap
37. Tenant/Landlord Counseling
38. Child Care Services
39. Health Services
40. Abused & Neglected Children
41. Mental Health Services
42. Screening for Lead Based Paint/Lead Hazards
43. Subsistence Payments
44. Homeownership Assistance (not direct)
45. Rental Housing Subsidies
46. Security Deposits
47. Housing Counseling
48. Neighborhood Cleanups
49. Food Banks
50. Interim Assistance
51. Urban Renewal Completion
52. Relocation
53. Rental Income Loss
54. Privately Owned Utilities
55. Construction of Housing
56. Homeownership Direct
57. Rehab; Single-Unit Res.
58. Rehab; Multi-Unit Residential
59. Public Housing Modernization
60. Rehab; Other than Public-Owned Residential Bids
61. Rehab. Pub/Pvt – Comm. Indust.
62. Energy Efficiency Improvements
63. Acquisition for Rehabilitation
64. Rehabilitation Administration
65. Lead-Based Paint Abtm't

66. Housing Svc's-HOME Program
67. Code Enforcement
68. Residential Historic Preservation
69. Non-Residential Historic Preservation
70. ED Acquisition by Recipient
71. CI Infrastructure Development
72. CI Building Acq., Construction, Rehabilitation
73. Other Commercial/Industrial Improvements
74. ED Assistance to For-Profits
75. ED Administration & TA
76. Micro-Enterprise Assist.
77. Nonprofit Capacity Building
78. Assist. Higher Educ. Inst.
79. Operation & Repair of Foreclosed Property
80. Planned Repayments of Sec. 108 Loans
81. Unplanned Repayments of Sec. 108 Loans
82. State CDBG Technical Assistance to Grantees
83. Planning-Ent. Com'ties
84. State Planning
85. General Program Admin
86. Indirect Costs
87. Public Information
88. Fair Housing Activity (subject to Admin. cap)
89. Submissions or Applications for Federal Programs
90. CDBG Funding of HOME Admin
91. CDBG Funding of HOME CHDO Operating Costs
92. State Administration Costs
93. Unprogrammed Funds
94. Tornado Shelters-Private Mobile H Parks
95. Payment of Interest on Section 108 loans
96. Payment of costs of Section 108 financing
97. Debt Service reserve – Section 108

**The 2015-19 Consolidated Plan effort resulted in the following high priority needs:**

1. Core neighborhood redevelopment—expanding and maintaining housing choices in core neighborhoods
2. Neighborhood revitalization—rehabilitating vacant and dilapidated single family homes in core areas of the city
3. Affordable housing—providing financial support to developments and activities that help the city's lowest income residents obtain and maintain stable, affordable housing
4. Homeownership assistance—assisting qualified lower income households attain homeownership
5. Increase self-sufficiency—providing support to organizations that assist low income and special needs households with economic growth
6. Fair housing education and outreach—funding activities and programs that raise awareness and knowledge of fair housing rights
7. Accessibility modifications—providing financial assistance to elderly and disabled households with mobility impairments to make accessibility modifications to their housing

<b>SUMMARY OF 2017 APPLICATIONS FOR FUNDING</b>		
<b>Applicant</b>	<b>Project</b>	<b>Amount</b>
Affordable Housing Solutions	Neighborhood Revitalization	\$ 395,000
Habitat for Humanity	Acquisition of Lots	\$ 23,000
Home Builders Association	Repair Affair	\$ 7,000
InterLakes Community Action	Bright Futures	\$ 140,000
InterLakes Community Action	Security Deposit Assistance	\$ 35,000
Independent Living <i>Choices</i>	Rental Property Modifications	\$ 20,000
SF Housing Commission	Tenant Based Rental Assistance	\$ 230,000
Volunteers of America	Portion of Two Twin Homes	\$ 125,000
Community Development	Single Family Rehabilitation	\$ 255,000
Community Development	Furnace Replacement	\$ 90,000
Community Development	Homebuyers Assistance	\$ 30,000
Community Development	Mobile Home Repair	\$ 30,000
SF Human Relations Office	Fair Housing	\$ 16,000
	<b>Total Applications</b>	<b>\$ 1,396,000</b>