



PLANNING AND DEVELOPMENT

200 Third Street North

Fargo, North Dakota 58102

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E-Mail: planning@cityoffargo.com

www.cityoffargo.com

MEMORANDUM

Date: November 18, 2016

To: Community Development Committee

From: Dan Mahli, ^{DM}Community Development Administrator

Re: Community Development Committee Meeting on November 22

The next meeting of the Community Development Committee is Tuesday, November 22 at 3:00 p.m. in the City Commission Room at Fargo City Hall. If you are not able to attend, please contact the office at 241-1474. Thank you.

COMMUNITY DEVELOPMENT COMMITTEE
Tuesday, November 22 – 3:00 p.m.
City Commission Room
AGENDA

1. Welcome and Introductions
2. Approve Minutes
3. Fargo Housing & Redevelopment Authority – CDBG housing request
4. What Works Cities Initiative
5. Roosevelt/NDSU Neighborhood Research
6. Review 2017 Community Development calendar, budget & public input meeting
7. Other Business – future meeting dates
8. Adjourn

Community Development Committee meetings are broadcast live on cable channel TV Fargo 56 and can be seen live by video stream on www.cityoffargo.com/streaming. They are rebroadcast each Monday at 10:30 a.m. and Thursday at 2:30 p.m.

People with disabilities who plan to attend the meeting and need special accommodations should contact the Planning Department at 241-1474 or TDD at 241-8258. Please contact us at least 48 hours before the meeting to give our staff adequate time to make arrangements.

Meeting minutes are available on the City of Fargo website at cityoffargo.com/communitydevelopment.



**COMMUNITY DEVELOPMENT COMMITTEE
MINUTES**

Regular Meeting:

Thursday:

September 1, 2016:

The Regular Meeting of the Community Development Committee of the City of Fargo, North Dakota, was held in the City Commission Room at City Hall at 3:30 p.m., Thursday, September 1, 2016.

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

Present: Commissioner John Strand, Mayor Tim Mahoney, Linda Boyd, Jan Ulferts Stewart, Lynn Fundingsland, Samantha McDonald

Absent: Bruce Grubb, John Paulsen, Linda Klebe

Item 1. Welcome and Introductions

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

Item 2. Approval of Minutes: Regular Meeting of May 25, 2016

Ms. Boyd moved the minutes of the May 25, 2016 Community Development Committee meeting be approved. Second by Ms. Ulferts Stewart. All Members present voted aye and the motion was declared carried.

Item 3. Neighborhood Revitalization Initiative – Gate City Bank Line of Credit

Community Development Administrator Dan Mahli presented a handout to the Board regarding the Neighborhood Revitalization Initiative (NRI), which encourages revitalization in older neighborhoods by providing existing homeowners with low-interest loans for significant home improvements. He added the City utilizes a line of credit from Gate City Bank and homeowners that participate in the program sign a Declaration of Land Use Restrictive Covenant (LURA) that requires NRI-assisted properties to remain owner-occupied. He noted staff's recommendations for program improvements are to:

- Decrease the interest rate from 3.5% to 2.25% for a period of 10 years
- Include houses within the NRI area to include homes that are 40 years or older (generally, I-94 to 28th Avenue North, between 25th Street and the Red River)
- Increase the maximum assessed value from \$175,000 to \$250,000
- Adjust the maximum loan amount from \$50,000 to \$75,000

Ms. Boyd moved to approve the recommended updates to the NRI program. Second by Ms. McDonald. All Members present voted aye and the motion was declared carried.

Item 4. Federal Low Income Housing Tax Credit Requests

Mr. Mahli summarized three proposals the City received for Federal Low Income Housing Tax Credit projects for 2017, noting these projects will provide affordable housing for seniors and households with deeper income targeting than is required by the tax credit program. He added all projects are located in areas where the City would like to see affordable housing opportunities.

- a. *Beyond Shelter Inc – New Housing Construction, HomeField Senior Apartments at 4245 28 Avenue South*

CEO Dan Madler and Developer Chris Schmitz with Beyond Shelter, Inc., spoke on behalf of the proposed project for the HomeField Senior Apartments.

- b. *Fargo Housing & Redevelopment Authority – Housing Rehabilitation, New Horizons Manor at 2525 Broadway*
- c. *Fargo Housing & Redevelopment Authority – Housing Rehabilitation, Pioneer Manor at 201 11th Street North*

Fargo Housing and Redevelopment Authority Executive Director Lynn Fundingsland spoke on behalf of the proposed rehabilitation projects for New Horizons Manor and Pioneer Manor.

Discussion was held regarding the impact of these proposed projects to the tenants living in the facilities; details of the rehabilitation work that will be done; and the local housing needs in the proposed project areas.

Mayor Mahoney moved the Community Development Committee provide letters of support to three Federal Low Income Housing Tax Credit projects in 2017: HomeField Senior Apartments, New Horizons Manor, and Pioneer Manor. Second by Ms. Boyd. All Members present voted aye and the motion was declared carried.

Item 5. Review 2017 Community Development Grant Calendar, Application, and Goals for the Year

Mr. Mahli reviewed with the Board a summary of the Community Development Committee's goals and the 2017 community development calendar including the timeline of the grant application cycle. He added staff would like to proceed with the community development grant calendar, application, and goals for 2017.

Ms. Boyd moved to affirm that poverty reduction, neighborhoods, and affordable housing and homelessness remain the Community Development Committee's goals. Second by Mayor Mahoney. All Members present voted aye and the motion was declared carried.

Item 6. Other Business

Announcements were made on upcoming events:

- 1) Think Outside the Box! 2016 FM Coalition for Homeless Persons Conference will be held on September 8, 2016 from 8 a.m. to 6:30 p.m. at the Baymont Inn (3333 13th Avenue South, Fargo)
- 2) Eagles Elementary School Community Open House & Ribbon Cutting Event will be held on September 12, 2016 from 6 p.m. to 7:30 p.m. at the Eagles Elementary School Gymnasium (3502 South University Drive, Fargo)

Item 7. Adjourn

The time at adjournment was 4:49 p.m.



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MEMORANDUM

DATE: November 18, 2016

TO: Community Development Committee

FROM: Dan Mahli,  Community Development Administrator

RE: CDBG Housing Set-Aside – Fargo Housing & Redevelopment Authority

The Fargo Housing and Redevelopment Authority (FHRA) has identified a parcel at 4462 30th Avenue South that works well for the development of affordable housing. The FHRA is requesting the City provide \$500,000 to assist with the purchase of this land.

In 2015, the City of Fargo set aside \$400,000 in CDBG funds to acquire land for the purpose of developing additional affordable housing assets. The support is intended to focus particularly on meeting housing needs for the most vulnerable segments of the population: low-income frail elderly; workforce families; people with disabilities; and people that are homeless or precariously housed. In 2016, the City of Fargo set aside \$100,000 in CDBG funds for neighborhood projects. These two federally funded set-asides could be used to meet the needs of the FHRA to acquire land necessary to increase the number of affordable housing units in Fargo.

Recommendation: Approve the use of \$500,000 in CDBG funding for the acquisition of 4462 30th Ave S by the Fargo Housing & Redevelopment Authority.



November 1, 2016

City of Fargo
Planning and Development Department
Attn: Dan Mahli
200 3rd St. N.
Fargo, ND 58102

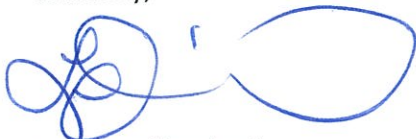
Dear Mr. Mahli,

As we have discussed the HRA has made an offer on a parcel of land for the development of affordable housing intended to help replace the Lashkowitz high rise. The offer has been accepted.

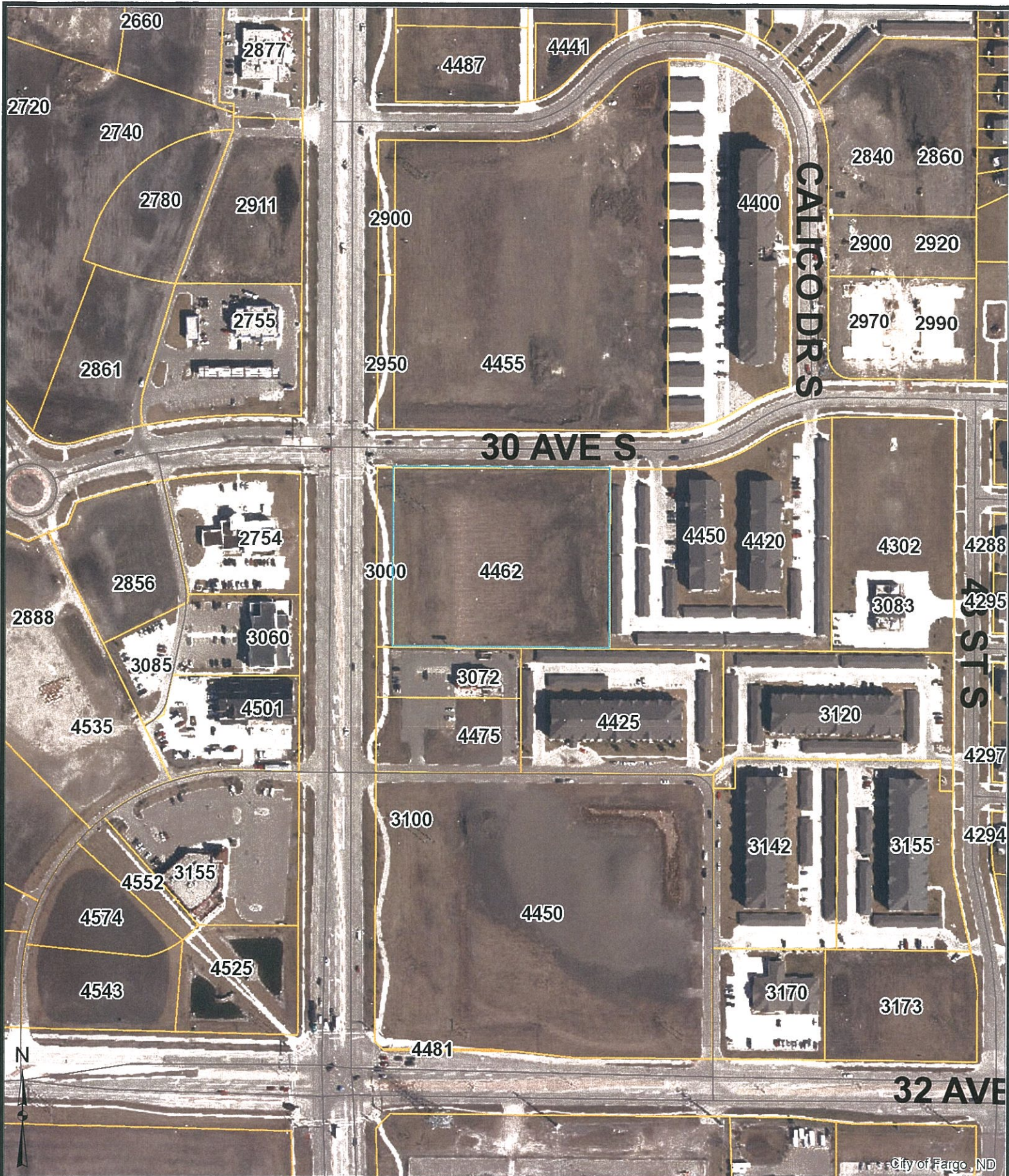
The parcel is 3.8 acres located at the intersection of 45th St. and 30th Ave. South (4462 30th Ave. S.) and is currently zoned Limited Commercial (LC). We have submitted an application for the consideration of a zoning change to M3 to allow for the development of a multifamily housing project. Zoning regs will allow up to 92 units at the site.

We ask the City consider assisting with the proposed project by committing \$500,000 of CDBG funding towards the land purchase. The purchase is contingent on the successful rezoning and, on obtaining bank financing for a portion of the sale price. We anticipate a sale and transfer by mid-January and development to begin in late 2017. Please connect if you have a question or may need further information. Thank you for the consideration.

Sincerely,



Lynn Fundingsland
Executive Director



These data are provided on an "AS-IS" basis, without warranty of any type, expressed or implied, including but not limited to any warranty as to their performance, merchantability, or fitness for any particular purpose.

4462 30th Avenue South

1:4,514

11/18/2016 11:23:26 AM

This map is not a substitute for accurate field surveys or for locating actual property lines and any adjacent features.



City of Fargo, ND

MEMORANDUM

DATE: November 18, 2016

TO: Community Development Committee

FROM: Dan Mahli, ^{DM}Community Development Administrator

RE: What Works Cities

The City of Fargo has been invited to participate in the What Works Cities Initiative (summary and statement of work attached). What Works Cities offers resources at no cost to the City to help expand the use of data in decision-making. The goal is to deliver services more efficiently and at lower costs to residents. The What Works Cities team, having reviewed City self-assessments and conducting an on-site workshop with the Mayor and staff, has identified an opportunity to advance the objectives below in Fargo, with a focus on neighborhoods and livability.

- **Open Data:** Support the City's ability to make data more readily available for residents and departmental stakeholders by developing the policies and processes to inventory, prioritize, release, and maintain data publicly.
- **Performance Management:** The Center for Government Excellence at Johns Hopkins University will support Fargo in advancing the City's ability to deliver results for residents by strengthening its performance analytics systems and processes.
- **Peer Network:** What Works Cities will work with Fargo to connect staff and policy makers to the What Works network of cities from across the country to partner and draw on best practices.

The Statement of Work with technical assistance from the Center for Government Excellence at Johns Hopkins University requires an official signed Memorandum of Understanding. Once approved by the City Commission, staff will proceed according to the timeline and responsibilities.

Recommendation: Recommend the City Commission approve a Memorandum of Understanding with Johns Hopkins University and initiate the partnership with What Works Cities.

About What Works Cities

WHAT WORKS CITIES IS DESIGNED TO ACCELERATE CITIES' USE OF DATA AND EVIDENCE TO IMPROVE PEOPLE'S LIVES.

Launched by Bloomberg Philanthropies in April 2015, What Works Cities is a national initiative to help 100 mid-sized American cities enhance their use of data and evidence to improve services, inform local decision-making and engage residents. We are the nation's most comprehensive philanthropic initiative helping local leaders identify and invest in what works. For more information about applying, [click here](#).

THE WHAT WORKS CITIES STANDARD

The What Works Cities Standard reflects a set of aspirations and activities that create a strong foundation for the effective use of data and evidence within city government. The four components - Commit, Measure, Take Stock and Act - build on each other and reflect the practices that city leaders have taken on across the United States to advance the effectiveness of their governments.

1. COMMIT

What Works Cities leaders make powerful, public commitments to getting better results for their residents by using data and evidence.



2. MEASURE

What Works Cities leaders use the data and tools at their disposal to measure progress and engage residents along the way.



3. TAKE STOCK

What Works Cities leaders consistently review and reflect to measure progress, learn, and make corrections and improvements.



4. ACT

What Works Cities leaders use data and evidence to inform major decisions and take action.



What Works Cities

Statement of Work for Fargo

We're looking forward to formalize our engagement with the City of Fargo. The sections below outline the services that What Works Cities (WWC) will provide as well as the activities and expectations for the City.

Collaborating Institutions

As a part of this agreement you will be actively working with a set of technical assistance experts from the following institutions:

Johns Hopkins University's Center for Government Excellence (GovEx) helps governments build capacity for decision making that is rooted in evidence, transparent accountability, and citizen engagement. The center is part of the University's 21st Century Cities Initiative, a cross-disciplinary research effort for urban study and change. The center educates governments about best practices for the collection, measurement, and analysis of data, helping them to better assess job functions, improve service delivery, decrease waste, and engender public trust.

Results for America is a national nonprofit that strives to improve outcomes for young people, their families, and communities by shifting public resources toward practices, policies, and programs that use evidence and data to improve quality and get better results. Beyond scaling individual programs, Results for America seeks to drive broader systems-change so that "investing in what works" becomes the new norm for allocating public dollars. As the campaign managers behind What Works Cities, Results for America will ensure a world-class experience for all What Works cities and advance a nationwide dialogue on the need to invest in what works.

The Sunlight Foundation is a national, nonpartisan, nonprofit organization that uses the tools of civic tech, open data, policy analysis, and journalism to make government and politics more accountable and transparent to all. Sunlight's vision is to use technology to enable more complete, equitable, and effective democratic participation. The Sunlight Foundation actively monitors and supports existing open data initiatives, provides research, supports best practices, and offers support for new policy development. And, while Sunlight's work began in 2006 with a focus on the U.S. Congress, its open government work now takes place at the local, state, federal, and international levels.

General What Work Cities Provisions

Points of Contact. WWC consists of world-class practitioners and experts who will work with participating cities to deepen their use of data and evidence to improve residents' lives. Your city's liaison from Results for America, Zachary Markovits, will ensure that you and your team receives clear communication from every WWC collaborating institution and that the City has access to the WWC learning network. This network includes opportunities to share experiences and learn from and with city government peers.

What Works Cities

Fargo will designate a primary point of contact to provide coordination on behalf of the City as well as a separate point of contact for each scope of work.

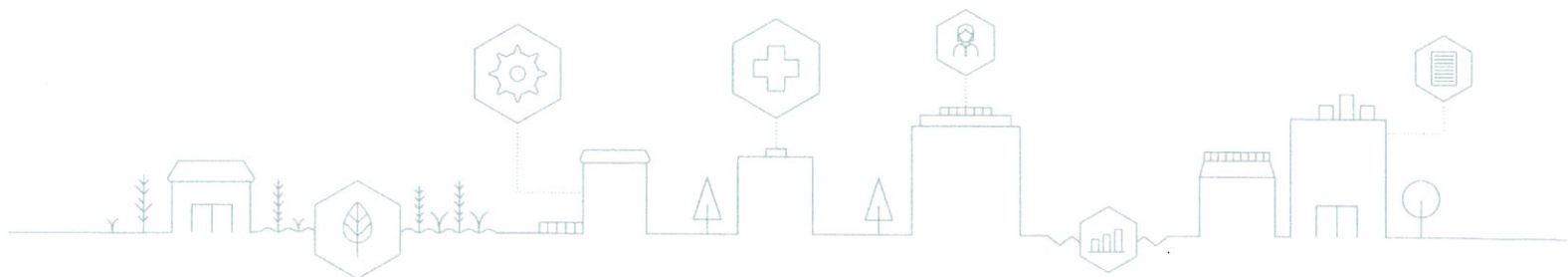
Working Together. To ensure that the time of all parties is used efficiently, some collaboration may be done on site in your city and much of it will be done via phone, video conference, and email. Fargo agrees to provide personnel and staff time as determined necessary in consultation with the WWC Team.

Commitment to Publicity. WWC will work together with the City to pursue opportunities that highlight and celebrate the successes of the City and its leaders in the media. RFA will lead this coordinated media effort along with personnel in the City's office of communications or public affairs. The City agrees to actively seek out opportunities to publicize this agreement at least three times: upon the execution of any part of this statement of work, upon conclusion of all scopes of work, and one additional time throughout the course of the active technical assistance.

Participation in a Peer-Learning Network. WWC will provide the City opportunities to learn from peers, experts, and resources through the What Works Community of Cities (WWCC), a professional learning network comprised of cities that is designed to facilitate the ongoing learning of city sponsors and staff. Your city agrees to actively participate in both virtual and in-person WWCC opportunities and share learning and development programming to all city staff who would benefit from these opportunities.

Sustainability. WWC is committed to building a sustainable foundation for your city to deepen its use of data and evidence long after the initial period of work is completed. At the conclusion of the technical assistance period, RFA will work with the City to develop and initiate a sustainable action plan. RFA will also ensure that the City is able to access ongoing support and training through the What Works Community of Cities.

Evaluation. WWC is regularly collecting and reviewing data about the initiative in order to improve its service to cities and maximize its impact in helping cities make lives better for residents. In doing so, WWC and WWC institutions will, from time to time, come to your city's main contact and leadership team with questions and surveys to answer about both the city and the WWC initiative.



What Works Cities

Scope of Work #1: Open Data

Collaborating Institutions: The City of Fargo, the Center for Government Excellence (GovEx), and the Sunlight Foundation (Sunlight)

Goal: With a focus on neighborhood livability, GovEx and Sunlight will support Fargo in advancing the city's ability to make data more consumable and readily available for residents and departmental stakeholders by developing the policies and processes to inventory, prioritize, release, and maintain data publicly.

Outcome: In order to achieve this goal, GovEx and Sunlight will work together with Fargo to:

- Establish a data governance team that will create open data processes, develop staff resources, and involve department decision makers in foundational and guiding decisions for the open data program (including a policy, the inventory and publication process, and risk management), ensuring close integration with the City's performance management program.
- Begin a comprehensive inventory of the city's data resources related to neighborhood livability.
- Increase the use of the City's open data resources by the public and city employees.

Activities: With Sunlight starting within fourteen (14) days after the agreement to the terms of this scope of work, and GovEx starting upon the execution of an MOU, and concluding approximately 120 days thereafter, Fargo will work with GovEx and Sunlight on a range of activities, including:

Within 60 days after engagement begins, Fargo will:

- Identify open data policy objectives, noting opportunities for their advancement through updates to relevant existing policies and development of new open data policy.
- Develop a plan for the data governance team, including membership and structure, key outcome indicators, and draft meeting agendas and schedules.
- Plan a policy development strategy, including identification of open data policy stakeholders and mapping of approval processes required for desired policy instrument(s) to be adopted.
- Work closely with appropriate city officials to develop initial drafts of desired policy instrument(s), using Sunlight policy guidelines as resources, modeling policy language and exemplary open data policies successfully implemented in other cities.

Within 90 days after engagement begins, Fargo will:

- Convene an initial open data governance meeting.
- Begin a data inventory with a select group of partner departments to pilot the process and build support more broadly within city government.

What Works Cities

- Review policy draft(s) with governance committee and other relevant stakeholders, aligning expectations and incorporating feedback as appropriate.

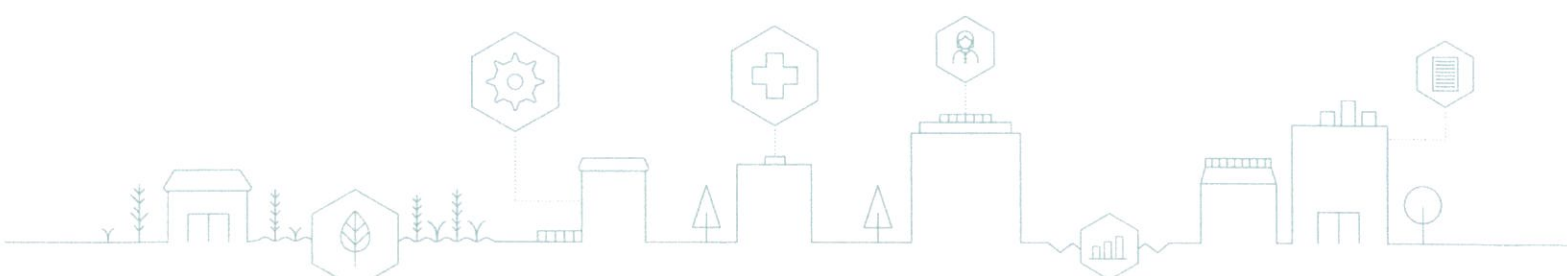
Within 120 days after engagement begins, Fargo will:

- Select datasets from the inventory which are candidates for public release and prioritize them.
- Establish a process to review and address feedback from external stakeholders on public data.
- Build political support and internal buy-in needed for proposed policy and enact and implement new and/or updated policy instruments.
- Publicly announce open data advancements made during the What Works Cities project, including open data policy adoption, data inventory, and dataset release prioritization list.

Fargo, with support from GovEx and Sunlight, is responsible for the success of the open data project. Fargo will dedicate the personnel and staff time determined necessary in consultation with GovEx and Sunlight to execute the activities outlined in this scope of work. Staff will include those project managers, developers, and analysts responsible for overseeing the Fargo open data program. Success will also require support and participation from agency heads or their designees, municipal data owners, technologists and developers, project managers, and parties responsible for developing management policy on behalf of the City Manager.

In order to facilitate and execute these activities, GovEx and Sunlight will provide Fargo with technical assistance, resources, and tools. Fargo should expect to receive expert, proactive support from the GovEx and Sunlight team. GovEx and Sunlight staff will provide guidance to the City's open data program by offering resources and best practices, as well as help overcoming roadblocks and support from other open data practitioners.

To plan staff time for this initiative, consider that services may include weekly calls 30 minutes in length, access to 60-minute open data curriculum sessions, and webinars and facilitated meetings as agreed upon by Fargo, GovEx, and Sunlight.



What Works Cities

Scope of Work #2: Performance Management

Collaborating Institutions: The City of Fargo and Center for Government Excellence (GovEx)

Goal: With a focus on neighborhood livability, GovEx will support Fargo in advancing the City's ability to deliver results for residents by strengthening its performance analytics systems and processes.

Outcomes: In order to achieve this goal, GovEx will work with Fargo to:

- Strengthen the foundation of performance analytics in the city by developing strategic goals, metrics, tactics, timelines, and data management practices related to neighborhood livability.
- Enhance the City's ability to use performance management as a citywide governance tool by creating space for evidence-driven, cross-departmental innovation.
- Engage with the public to tell the story of City investment and decision making, and solicit feedback on the information that stakeholders would like to see.

Activities: Starting within fourteen (14) days after the execution of an MOU between Fargo and GovEx and concluding approximately 120 days thereafter, Fargo will work with GovEx on a range of activities, including:

Within 60 days after engagement begins, Fargo will:

- Help city department(s) develop meaningful goals that cascade directly from citywide and departmental priorities.

Within 90 days after engagement begins, Fargo will:

- Strengthen the city's collaborative relationships with external stakeholders.
- Inventory the existing analytics staff and suite of data management and analytical tools they use, and provide resources to help the city close those gaps with existing resources.

Within 120 days after engagement begins, Fargo will:

- Establish an appropriate performance management mechanism to discuss progress on goals, and develop a schedule to ensure meaningful repetition of these sessions and follow-ups.
- Identify a process and mechanism to routinely share and/or publish analysis of key issues and city progress on key priorities (e.g., updates on website, mention in public remarks, updates in monthly newsletter, etc.) to stakeholders.

Fargo, with support from GovEx, is responsible for the success of the performance management project. Fargo will dedicate the personnel and staff time determined necessary in consultation with GovEx to execute the activities outlined in this scope of work. Staff will include those project managers, developers, and analysts responsible for overseeing the Fargo performance management program. Success will also

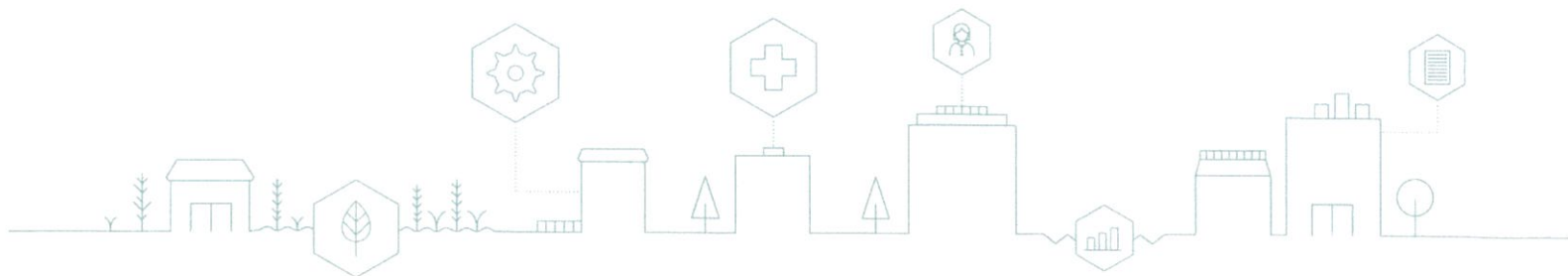
What Works Cities

require support and participation from agency heads or their designees, municipal data owners, technologists and developers, project managers, and parties responsible for developing management policy on behalf of the Mayor.

In order to facilitate and execute these activities, GovEx will provide Fargo with technical assistance, resources, and tools. Fargo should expect to receive expert, proactive support from the GovEx team. GovEx staff will provide guidance to the City's performance management program by offering resources and best practices, as well as help overcoming roadblocks and support from other performance management practitioners.

To plan staff time for this initiative, consider that services may include weekly calls 30 minutes in length, access to 60-minute curriculum sessions, and webinars and facilitated meetings as agreed upon by the Fargo and GovEx.

DRAFT





Roosevelt/NDSU Neighborhood Project

Submitted by: Tyrone Grandstrand, M.S. Urban Policy Analysis & Management
To: John Strand, City Commissioner; Dan Mahli, Senior Planner
Issue: Increasingly blighted single family homes, unattractive new development, decreasing ownership rate, increasing rental market

Roosevelt/NDSU Neighborhood

The Roosevelt/NDSU area is a residential neighborhood in central Fargo. It is located between the NDSU campus and downtown and is home to a varied mix of housing types, but rental options dominate. The housing stock includes some single-family detached homes and a few condos, duplex, triplex, conversions, and apartment buildings. In addition, NDSU offers 12 residence halls which include a wide variety of options for students. Roosevelt Elementary School is located in the center of the neighborhood. The school playground and Roosevelt Park (north of 12th Avenue) provide nearby recreational opportunities for area residents. The Roosevelt Neighborhood Association is active in the neighborhood.¹

Neighborhood Statistics

Year	2010
Population	8730
Housing Units	3180
Owner	670
Renter	2319
Homeownership	23%

Source: Source: U.S. Bureau of the Census, Fargo Planning Department

¹ Roosevelt Neighborhood Association: <http://www.myroosevelt.org/>

Background on the Issue and Nature of the Problem

There are concerns about the neighborhood becoming blighted, the low ownership rate, 23%, as well as the nature, both form and type, of ongoing real estate development.

Previous/Ongoing Policies Related to the Problem

Neighborhood Revitalization Initiative

Background, history, goals. We'll need to figure out why this program alone isn't sufficient to get at the problems we are discussing, both for our own understandings which will guide criteria and alternatives as well as to answer questions stakeholders might have regarding the need to take additional actions.

<http://www.cityoffargo.com/Residential/Housing/NRI/>

University Mixed-Use District

Background, history, goals. We'll need to figure out why this program alone isn't sufficient to get at the problems we are discussing, both for our own understandings which will guide criteria and alternatives as well as to answer questions stakeholders might have regarding the need to take additional actions.

<http://www.cityoffargo.com/attachments/7d2ec397-f7e6-4913-a983-/LDC%20-%20amend%2020-0216%20etc%20-%20UMU%20District.pdf>

<http://www.cityoffargo.com/CityInfo/Departments/PlanningandDevelopment/LandUsePlanning/LandDevelopmentCode/>

Others?

Policy Issues and Questions

1. What actions can the City of Fargo take to alleviate/solve these challenges?
2. How have previous actions taken by the City and other actors impacted the problem?
 - a. Neighborhood Revitalization Initiative
 - b. University Mixed-Use District
 - c. NDSU Foundation
 - d. Others

Rough Outline of the Process

0. Develop a general sense of the problem/mandate and clarify expectations
1. Pre-solve (Initial thoughts sketched out)
 - a. Background
 - b. Problem
 - c. Key Actors
 - i. Stakeholders
 - ii. Neighborhood Organizations
 - iii. Decision-Makers
 - iv. Everyone that has power over or is impacted by the neighborhood and any potential policy changes
 - d. Objectives
 - e. Criteria
 - f. Alternatives
 - g. Analysis
 - h. Recommendation
2. Research Design
 - a. What questions need to be answered, how can we answer them?
3. Interviews (concurrent with research)
 - a. Stakeholders
 - b. Decision-makers
 - c. Experts on these problems or any of our potential solutions
4. Research (concurrent with interviews)
 - a. Background/Nature of the Problem
 - i. How can we establish that the problem exists, should we modify our definition of the problem based on new information?
 - ii. Are there related and/or underlying problems? Does this impact our view of the problem or the potential solutions?
5. Ongoing Throughout the process
 - a. Develop Criteria
 - b. Develop/Research Alternatives (potential solutions)
 - c. Analyze alternatives through the lens of criteria
 - d. Develop draft recommendations
 - i. Including proposed alternative(s) & implementation plan(s)/idea(s)
 - e. Discuss findings with client
6. Discuss rough draft of analysis and recommendations with client
7. Finalize analysis and recommendations
8. Discuss rough draft of Professional Decision Report (PDR) to Client
9. Finalize PDR
10. Deliver report and presentation

2017 COMMUNITY DEVELOPMENT CALENDAR AND BUDGET

DATE	ACTIVITY
August 2016	Community Development Committee review of CD application and goals
September 2016	Community Development grant applications released
October 2016	Deadline for submission of Community Development grant applications (Oct 28) Solicit public input for Fargo's Annual Action Plan for Housing and Community Development
November/Dec 2016	Application review by staff
Dec 2016/Jan 2017	Application review by Community Development Committee
January 2017	Prepare Fargo's Housing and Community Development Annual Action Plan Social Service/Art Fund recommendation to the City Commission Notify applicants about CDBG & HOME grant recommendations
February 2017	Thirty-day public comment period for Annual Action Plan Annual Action Plan review by the Community Development Committee
March 2017	Fargo City Commission public hearing and approval of the Annual Action Plan HUD review and approval of the Plan Staff conducts Environmental Review and Impact Findings (FONSI)
June 2017	Initiate Consolidated Annual Performance & Evaluation Report FY2016 (CAPER)
July 2017	2017 contract year begins Present Annual Performance & Evaluation Report to Fargo City Commission and HUD

FUNDS ANTICIPATED	CDBG	HOME	CITY	TOTAL
2017 Allocation from HUD (anticipated)	\$ 675,000	\$ 350,000	\$ -	\$ 1,025,000
City Social Service Fund	\$ -	\$ -	\$ 250,000	\$ 250,000
Carryover/Unallocated	\$ 300,000	\$ -	\$ -	\$ 300,000
Program Income (anticipated)	\$ 400,000	\$ 50,000	\$ -	\$ 450,000
Total Available – Estimated	\$ 1,375,000	\$ 400,000	\$ 250,000	\$ 2,025,000



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MEMORANDUM

DATE: November 22, 2016

TO: Community Development Partners

FROM: Dan Mahli,  Community Development Administrator

RE: Public Input - 2017 Community Development Action Plan

Thank you for submitting an application for Fargo Community Development funding. You can expect follow-up in January in 2017.

The City's Department of Planning and Development annually receives Federal funds through the U.S. Department of Housing and Urban Development (HUD). In order to receive the Community Development Block Grant (CDBG) and HOME Partnership (HOME) support, the City prepares an annual Action Plan and articulates our Community Development goals. The goals must be developed to provide decent housing, a suitable living environment, and economic opportunities for low-to-moderate income households.

We have scheduled a public input meeting to discuss our needs, goals, and objectives on **December 13 at 1:30 p.m. in the City Commission Room at Fargo City Hall**. You are invited to attend. If you are unable to make it and want to submit comments in writing, please send them to me at dmahli@cityoffargo.com or the Department of Planning and Development, 200 North 3rd Street, Fargo, ND 58102.

Thank you.

