

Resolve 11-18/19

Passage: 7-0 (Thibodeau, Batson absent) on 4/22/2019

Effective 5/2/2019

ETHAN K. STRIMLING (MAYOR)  
BELINDA S. RAY (1)  
SPENCER THIBODEAU (2)  
BRIAN E. BATSON (3)  
JUSTIN COSTA (4)

**CITY OF PORTLAND  
IN THE CITY COUNCIL**

KIMBERLY COOK (5)  
PIOUS ALI (A/L)  
JILL C. DUSON, (A/L)  
NICHOLAS M. MAVODONES, JR. (A/L)

**RESOLUTION ADOPTING THE FISCAL YEAR 2020 ANNUAL ACTION PLAN  
INCLUDING APPROPRIATIONS FOR COMMUNITY DEVELOPMENT BLOCK  
GRANT PROGRAM, HOME PROGRAM, AND EMERGENCY SOLUTIONS GRANT  
PROGRAM AND CERTIFICATIONS PERTAINING THERETO**

**WHEREAS**, the City of Portland, Maine has determined that there are pressing community and neighborhood needs for further federal assistance for housing and community development activities; and

**WHEREAS**, annual activities for the Consolidated Housing and Community Development Annual Action Plan have been recommended; and

**WHEREAS**, the City of Portland received an allocation from the United States Department of Housing and Urban Development (HUD) of \$1,893,566 of Community Development Block Grant (“CDBG”) Entitlement Funds, for the program year 2019-2020 under Title I of the Housing and Community Development Act of 1974 (Public Law 93-383) as amended from time to time; and the City has also received Community Development funds in the amount of \$102,242 in Housing Program income, along with \$20,000 in Cotton Street Proceeds, which is subject to the same regulations as the entitlement funds; and \$120,000 in TIF funds; a HOME Program Grant allocation of \$1,020,693, HOME Program income of \$74,887, HOME Recaptured Funds of \$74,093; Lead Safe Housing Program Income of \$268,741; local Housing Trust Funds of \$1,268,320; and \$160,873 of Emergency Shelter Grant funds; and

**WHEREAS**, the City Council of the City of Portland, Maine, desires to utilize these funds to support housing and community development activities;

**NOW, THEREFORE, BE IT RESOLVED**, that the City Council of the City of Portland, Maine, hereby adopts the FY 2019-2020 Consolidated Housing and Community Development Annual Action Plan; and the sums of \$1,893,566 for the Community Development Block Grant Program, plus \$102,242 CDBG Housing Program funding; \$20,000 in Cotton Street Proceeds; \$120,000 in TIF funds; a HOME Program Grant allocation of \$1,020,693, HOME Program income of \$74,887, HOME Recaptured Funds of \$74,093; \$268,741 in Lead Safe Housing Program Income; \$1,268,320 in local Housing Trust Funds and \$160,873 for the Emergency Shelter Grant Program are hereby appropriated for the purposes approved in the attached Plan and budgets as provided in the Attached Exhibits; and

**BE IT FURTHER RESOLVED,** that the City of Portland, Maine, possesses legal authority to apply for the above referenced Community Development Block Grant Program Funds, HOME Program funds and Emergency Shelter Grant Program funds for the Program Year 2019-2020; and

**BE IT FURTHER RESOLVED,** that the City Manager or his designee be authorized to:

- 1) Apply for, accept and expend the Community Development Block Grant Entitlement Funds of \$1,893,566 and to expend \$102,242 in CDBG housing program income funds, \$120,000 in TIF, and \$20,000 in Cotton Street proceeds; \$1,020,693 of HOME Program funds and to expend \$74,887 of program income and \$74,093 of recaptured funds for a total of \$1,169,673; \$268,741 in Lead Safe Housing program income; \$1,268,320 in local Housing Trust Funds; and \$160,873 of Emergency Shelter Grant funds; and
- 2) Officially represent the City of Portland, Maine, in connection with the application, including the execution of contracts on behalf of the City; and
- 3) Act as the certifying officer for HUD environmental documents related to these grants and to execute said documents and any other related documents necessary or convenient to carry out the intent of said grants; and

**BE IT FURTHER RESOLVED,** that the City of Portland, Maine certifies that it will comply with all of the attached assurances and provide such additional information as may be required by the U.S. Department of Housing and Urban Development; and

**BE IT FURTHER RESOLVED,** that the foregoing FY 2019-2020 Housing and Community Development Annual Action Plan funds are hereby appropriated pursuant to the Budget attached hereto.

# ATTACHMENT #1, Page 1

**CDBG Recommendations 2019-2020**

Administration and Planning				Request	Priority Impact/ Goal 33 pts	Guiding Principles 30 pts	Capacity to Deliver 25 pts	Partner/ Collaborator 12 pts	Total	Committee Recommendation	City Manager Recommendation	Council Allocation	
Type	Priority	Organization	Program/ Project										
1	AP	All	Planning & Urban Dev Dept.	CDBG Admin and Planning	\$389,184						\$389,184	\$378,713	
<i>Total Admin &amp; Planning Available</i>				\$389,184						<b>Subtotal:</b>	\$389,184	\$378,713	\$0

**Development, Economic Development and Construction**

Type	Priority	Organization	Program/ Project	Request	33 pts	30 pts	25 pts	12 pts					
12	ED	EO	COP- Economic Development	BAP- Business Assistance Program for Job Creation	\$205,000	32.17	26.67	23.83	11.50	94.17	\$205,000	\$204,742	
4	DEV	NI	COP and Portland Downtown	Bicycle and Pedesdtrian infrasturcture improvements	\$23,975	30.17	25.67	20.50	12.00	88.34	\$23,975	\$23,942	
8	CON	NI	Mayo Street Arts	Wheelchair Access Ramp	\$75,000	30.17	26.67	21.67	8.67	87.18	\$75,000	\$74,904	
9	CON	NI	Port Resources	Port Resources Group Home Rehab	\$16,100	31.67	26.17	21.33	7.17	86.34	\$16,100	\$16,077	
11	ED	EO	CEI	PMAP- Portland Microenterprise Assistance Program	\$48,000	30.83	22.17	23.50	9.50	86.00	\$48,000	\$47,937	
2	SET	NI	COP Public Works	Kennebec Street Lighting	\$103,000	25.17	25.00	20.17	8.50	78.84	\$103,000	\$102,869	
10	DEV	HA	Alpha One	Critical Access Ramp Program	\$40,000	31.00	25.83	21.83	0.00	78.66	\$40,000	\$39,947	
5	CON	EO	Learning Works	Renovation of Historic Education Facility	\$82,000	23.00	23.83	20.83	10.83	78.49	\$82,000	\$81,895	
6	CON	NI	Boys and Girls Club	Energy Efficiency Improvements to the Portland Club House	\$50,000	26.83	27.17	22.00	0.00	76.00	\$50,000	\$49,935	
3	SET	NI	COP Public Works	Elm Street Sidewalk	\$320,000	23.50	24.67	19.17	7.50	74.84	\$222,887	\$312,607*	
7	CON	NI	HI Tiger/ Center For Cultural Production	Greater Accessibility for Community Programs and Events	\$35,000	19.83	17.33	12.67	3.67	53.50			
<i>Estimated Total Development, Econ Dev. &amp; Construction Requests</i>				\$998,075									
<i>Total HUD Allocated Development Funds Available</i>				\$864,855						<b>Subtotal:</b>	\$865,962	\$954,855	
<b>Total Funds Available to City Manager and Council (HUD Funds + TIF)</b>				\$954,855						<b>Subtotal:</b>			\$0
<i>* TIF Funding = \$90,000; CDBG Funding = \$222,607</i>													



# ATTACHMENT #2

**2019-2020 HOUSING PROGRAM BUDGET HUD Final Allocation Date: April 12, 2019**

Total HUD HOME Entitlement Allocation	1,020,693
Portland Program Portion	523,616
Portland Admin Portion	102,069
County Program Portion	395,008

Recommended by HC (2-0) March 27, 2019  
 Approved by Council XX, 2019  
**HUD Allocation April 12, 2019**  
 Adjusted for Final HUD Allocation 04.16.19

**REVENUES- Housing Programs**

2019-20 HOME Consortium Admin (10% of allocation)					102,069	
2019-20 HOME Consortium Programming					523,616	
2018-19 HOME Program Income					74,887	
2018-19 HOME Program Income Recaptured Funds					74,039	
2018-19 HOME Program Income and Recapture Deduction for County					-28,217	
Re-Allocated HOME Funds (funding from previous years)					0	
2019-20 CDBG Administration					0	
2019-20 CDBG Programming					0	
2018-2019 Housing Trust Fund				1,275,820	1,275,820	
2018-19 HDF Program Income			93,242		93,242	
2018-19 Lead Safe Housing Program Income				268,741	268,741	
<b>REVENUE TOTALS (Portland)</b>	746,394	0	93,242	268,741	1,275,820	<b>2,384,197</b>

	HOME	CDBG	HDF**	LEAD Safe Housing Program Income***	Housing Trust Fund***	TOTAL BUDGET
2019-20 HOME Consortium Admin (10% of allocation)	102,069					102,069
2019-20 HOME Consortium Programming	523,616					523,616
2018-19 HOME Program Income	74,887					74,887
2018-19 HOME Program Income Recaptured Funds	74,039					74,039
2018-19 HOME Program Income and Recapture Deduction for County	-28,217					-28,217
Re-Allocated HOME Funds (funding from previous years)						0
2019-20 CDBG Administration						0
2019-20 CDBG Programming						0
2018-2019 Housing Trust Fund					1,275,820	1,275,820
2018-19 HDF Program Income			93,242			93,242
2018-19 Lead Safe Housing Program Income				268,741		268,741
<b>REVENUE TOTALS (Portland)</b>	746,394	0	93,242	268,741	1,275,820	<b>2,384,197</b>

**2019-20 HOUSING Budget by Activity (Portland)**

Administration PL1901/QS1901 (includes 10% of PI)					109,558	
Housing Rehabilitation (18 Units @ \$15,000/unit) QM1800/QB1800					0	
Homeownership Assistance QJ1900					0	
Tenant-Based Rental Assistance QT1901					143,571	
Affordable Housing Development QK1900/IN1114					405,996	
CHDO QL1900					87,269	
Lead Safe Housing PLL036					0	
	746,394	0	93,242	268,741	1,275,820	<b>2,384,197</b>

	HOME	CDBG	HDF**	LEAD Safe Housing Program Income**	Housing Trust Fund**	TOTAL BUDGET
Administration PL1901/QS1901 (includes 10% of PI)	109,558		0			109,558
Housing Rehabilitation (18 Units @ \$15,000/unit) QM1800/QB1800	0		93,242			93,242
Homeownership Assistance QJ1900	0					0
Tenant-Based Rental Assistance QT1901	143,571					143,571
Affordable Housing Development QK1900/IN1114	405,996				1,275,820	1,681,816
CHDO QL1900	87,269					87,269
Lead Safe Housing PLL036	0			268,741		268,741
	746,394	0	93,242	268,741	1,275,820	<b>2,384,197</b>

\*\* Balance of Previously Budgeted Amounts + New Revenue

\*\*\* Balance of Previously Budgeted Amount

**2019-20 HOME Consortium COUNTY - approved by MOC on 03.22.2019**

County HOME Program budget provided for reference only; **adjusted for final HUD Allocation 04.16.19**

Allocation of County funds is done by the County's Municipal Oversight Committee

**REVENUES- Housing Programs**

2019-20 HOME Consortium Non-Portland Programming	395,008
2018-19 HOME County Program Income and Recapture	28,217
	<hr/> 423,225

**2019-20 HOUSING Budget by Activity**

Housing Rehabilitation (8 projects @ \$15,000/project) QP1900	0
Home Ownership QQ1900	0
Affordable Housing Development QD1900	357,390
CHDO QR1900	65,835
	<hr/> 423,225

HOME	
County	395,008
	28,217
	<hr/> 423,225
HOME	
County	0
	0
	357,390
	65,835
	<hr/> 423,225

**Proposed 2019-2020 Budget for ESG**

**Emergency Solutions Grant 2014-2019**

Program	ESG Budgeted Funding Amount by Fiscal Year						
	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18	FY 18-19	FY 19-20
Operations: Homeless Health	\$28,993	\$35,391	\$0	\$0	\$0	\$0	\$0
Essential Services: Family Shelter	\$21,853	\$26,675	\$28,327	\$28,327	\$28,327	\$27,000	\$52,065
Homeless Prevention: Family Shelter	\$21,853	\$26,675	\$52,369	\$52,369	\$52,395	\$51,200	\$27,865
Homeless Prevention: Oxford Street	\$8,972	\$10,952	\$13,800	\$13,244	\$13,262	\$12,950	\$13,815
Rapid Rehousing: Oxford Street	\$35,888	\$43,807	\$55,200	\$55,200	\$55,200	\$54,200	\$55,065
Administration and HMIS	\$5,600	\$6,838	\$12,138	\$12,092	\$12,096	\$11,781	\$12,065
<i>Total (Actual)</i>	<i>\$123,159</i>	<i>\$150,338</i>	<i>\$161,834</i>	<i>\$161,232</i>	<i>\$161,280</i>	<i>\$157,131</i>	<i>\$160,873</i>
<i>Admin/HMIS cap</i>	<i>\$9,237</i>	<i>\$11,275</i>	<i>\$12,138</i>	<i>\$12,092</i>	<i>\$12,096.00</i>	<i>\$12,096</i>	<i>\$12,065</i>

**Explanation**

Operations: Homeless Health	This program is no longer administered by the City of Portland
Essential Services: Family Shelter	Funds pay for staff who provides housing assistance by seeking affordable units, applying for eligible subsidies and accessing transitional housing opportunities and follow-up case management services by assisting with budgets, tenant/ landlord negotiations, and connecting to area resources. There is a need in Portland to expand the essential services with the high number of families arriving. The budget is adjusted to cover 1 FTE, this will allow the case manager to work with 5-10 families (17-34 individuals).
Homeless Prevention: Family Shelter	Funds pay for staff who assist in preventing family homelessness. Services include advocating with their town of residency, landlord/tenant negotiations and family reunifications. The budget will cover .25 of a FTE
Homeless Prevention: Oxford Street Shelter	Funds pay for staff who assist in preventing individuals from becoming homeless and providing necessary case management and referrals.
Rapid Rehousing: Oxford Street Shelter	Funds pay for staff who assist persons who have become homeless by quickly moving them into permanent housing and providing the necessary case management and referrals the individual needs.
Administration and HMIS	Funding goes to pay for licenses to use HUD's Homeless Management and Information System. Licenses are provided by Maine Housing.
Budget Changes:	The PY19-20 HUD allocation has an increase of \$3,742 for ESG from our estimated budget this winter. The increase was first applied the administration and HMIS line item, by maxing out the 7.5% cap for administrative costs. This increase resulted in \$3,458 left to be allocated between the other programs. HCD staff divided \$3,458 by four to get \$864.50, this dollar amount was applied to each program to allocate for the increase in funding.

**NOTE:**

*We have not received our 2019-2020 allocation from HUD. The 2019-2020 budget is an estimate based off last year's allocation. If our allocation from HUD increases or decreases the funded categories will increase or decrease proportionally.*

*City Council will take public comment on this budget at the March 18th and April 8th Council Meetings.*