

 <p style="text-align: center;">Council Communication Office of the City Manager</p>	Date: September 11, 2017
	Agenda Item No. 31 Roll Call No. <u>17-1566</u> Communication No. <u>17-632</u> Submitted by: Phillip Delafield, Community Development Director

AGENDA HEADING:

Approval of contract with Home Opportunities Made Easy, Incorporated (d/b/a HOME, Inc.) for operating support as a designated Community Housing Development Organization (CHDO) under the Home Investment Partnership (HOME) Program.

SYNOPSIS:

- HOME, Inc. has submitted information on staff expertise, financial practices, by-laws and board structure documenting that it continues to eligible to be a certified CHDO under the HOME Program.
- Of the City’s HOME Program allocation, 15% is required to be set-aside for CHDO’s.
- In addition, a CHDO is eligible to receive funding for administrative and operating costs and is eligible to retain the proceeds resulting from the CHDO’s investment of its CHDO set-aside funds to further housing for low and moderate-income households.
- The Executive Director of HOME, Inc. is Pam Carmichael. The offices are located at 111 9th Street in the United Way Building.

FISCAL IMPACT:

Amount: \$35,000

Funding Source: Operating Budget, Special Revenue Funds, HOME Grants, CHDO 2016, page 57.

ADDITIONAL INFORMATION:

- On December 7, 2009, by Roll Call No. 09-2191, HOME, Inc. was first designated as a CHDO for purposes of the HOME Program. Since that time, the organization has annually submitted information to staff to document that it continues to qualify as a CHDO.
- Cities participating in the HOME Program are required to set aside a minimum of 15% of their HOME Program allocation for use by CHDO’s and may allocate up to 5% of the annual HOME Program funding for CHDO operating.
- The CHDO operating contract with HOME, Inc. is for \$35,000 and is eligible to be used for such costs as rent, salaries, insurance, and employee education. The requirements and limitations on the receipt of these funds by a CHDO are set forth in 24 CFR 92.200(e) and (f).

- The funding shall be used by HOME, Inc. for expenses between the dates of January 1, 2017 and December 31, 2017.
- HOME, Inc. is currently in the process of construction and sale of six (6) houses in the Birdland Area and will build new construction in the East Bank Neighborhoods in the remainder of 2017 and 2018.

PREVIOUS COUNCIL ACTION(S):

Date: April 25, 2016

Roll Call Number: [16-0686](#)

Action: [Contract](#) with Home Opportunities Made Easy, Inc. for operating support as a designated Community Housing Development Organization (CHDO) under the HOME Investment Partnership Program. ([Council Communication No. 16-212](#)) Moved by Hensley to adopt. Motion Carried 7-0.

BOARD/COMMISSION ACTION(S): NONE

ANTICIPATED ACTIONS AND FUTURE COMMITMENTS:

Additional commitment and contracts of HOME Program funds for construction of housing in the East Bank Neighborhoods.

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