

CDBG Allocation Committee

March 9, 2023

9:00 a.m.-10:30 a.m.

Remote Meeting via Zoom

CDBG Annual Allocation Committee will conduct this meeting by remote methods/technology at the Zoom link provided below, in accordance with the requirements of 1 M.R.S. section 403-B and the City Council's Remote Participation Policy

Public Remote Access Information: Please click the link below to join the webinar:

<https://portlandmaine-gov.zoom.us/j/83965473212>

Meeting 8- Agenda

9:00 – 10:30

City Manager will meet with the committee to review her recommendations

Staff will provide update on appeals process, final HUD allocation.

City Council 1st Public Hearing: March 20, 2023 at 5:00 pm – Allocation Committee Chair will present the committee's recommendations to the City Council

City Council 2nd Public Hearing: April 10, 2023 at 5:00 pm – City Council will make final allocation decisions

CDBG Allocation Committee
February 16, 2023
9:00 am-10:30 am
Remote Meeting via Zoom

In Attendance: Lawson, Mounir, Janice, Barbara, and Clair
Staff: Mary, Heidi, and Roux

Meeting 7- Minutes

1. The committee approved minutes from February 9, 2022.
2. HCD staff wanted to clarify the errors that were published on the City's website on February 13 and how they influenced the allocations. HCD staff also stated it is common for applicants to request their scorecards and most of the time the applicants would like feedback as well on their applications. The allocations have been updated to the City Manager.

Committee members wanted to clarify the funding that the City manager has left to recommend she will allocate those funds.

Committee Chair shared the updates to the letter for the City Manager. A committee member wanted clarification about whether to use the word contingency for other funding recommendations. The committee wanted to recommend programs that did not get funding to the next highest score in the development category. HCD staff clarified that contingency cannot be used for social service but cotton street funds and CDBG-CV funds are available.

A committee member wanted to make a point about how competitive the process is and how essential services are not getting funding. Should a recommendation be suggested to change funding caps? A committee member wanted more information regarding the Task Force that recommends the funding caps. The council could make recommendations on the funding process. Is it better to disperse less money through the community or fully fund specific applicants? If the 150K were removed from the set aside, it would free up funding for other applicants. HCD staff wanted to clarify that the Taskforce would not be engaged until 2025-2026 to take up recommendations to review the CDBG allocation process. A committee member wanted to stress the importance of Community policing but that the operational budget should reflect that in the operating budget. Community policing represents such a small portion of the overall budget. A committee member stated the letter should state a call to action regarding the set aside earlier than 2025 that would allow the committee to fund other applicants. Committee members discussed whether they should include a funding cap. HCD Staff may be able to provide data for the Task Force. A committee member wanted to point out that Through These Doors was successful in the set aside as it came back with a strong proposal and so the new applicant set aside was successful in that light. The committee members discussed the score criteria for the new project aside the set-aside and if that might change, HCD staff pointed out that the Housing Coalition- Project Home; Mother's Trust would not be funded this year if they changed the scoring threshold to be higher. A committee member brought up that there may not be enough data to change scoring recommendations for new set-asides.

The committee discussed the process to complete the recommendations and will send the reviewed letter to the HCD office on February 17.

Motion to adjourn

Next meeting

Thursday, March 9, 2023

Time: 9:00-10:30 am

Location: via Zoom

Executive Department

Danielle West

Interim City Manager

March 9, 2023



Mayor Snyder and Members of the Portland City Council:

I am pleased to submit to you my recommendations for the Community Development Block Grant (CDBG) Program for the fiscal year beginning July 1, 2023 to June 30, 2024. I would like to note that the U.S. Department of Housing and Urban Development (HUD) has released the final allocations for the 2023–2024 Community Development Block Grant (CDBG), HOME, and Emergency Solutions Grant Programs (ESG).

To begin, I would like to thank the CDBG Allocation Committee for their dedication and work over the last few months. They began their work at the end of December 2022 and have met almost weekly since then to discuss each application. I reviewed their recommendations and acknowledged the difficult task they had. After reviewing the CDBG applications, I met with Housing and Community Development staff and carefully considered the Allocation Committee's recommendations before forming my attached recommendations. *[City Manager's Recommendations A1.]* As you can see, I made changes to the Allocation Committee's recommendations, which I believe align with the City's goals and will assist the City's efforts to meet the many needs within our community.

1) **Social Services.** As in past years, the City received a wide variety of competitive social service applications. Due to the significant needs identified, in addition to the annual CDBG allocation for social services, I am recommending that CDBG Coronavirus Aid, Relief and Economic Security Act (CARES Act) funding be re-programmed to fund some of the remaining CDBG applications.

There is currently \$106,531 remaining in CDBG–CV funding. Of this funding, \$79,743 is currently allocated to additional public restrooms. I recommend that the restrooms be funded with ARPA funding, and the CDBG–CV funding be moved to fund eligible social service applications. The ARPA funding would be made available by reducing the recent housing program/Housing Trust Fund allocation by \$79,743. Therefore, the total funding available is as follows:

CDBG Amount: \$618,505

CDBG–CV Amount: \$106,531

Cotton St Amount: \$20,000

Additionally, as suggested by the CDBG Allocation Committee, I recommend that the \$150,000 necessary to fund Community Policing be moved from CDBG to the General Fund, allowing this money to be allocated toward other social services. In this case, I recommend that Catholic Charities ILAP and Catherine Morrill Day Nursery Childcare Vouchers be fully funded with this funding. Lastly, I recommend that the remaining \$30,000, along with the \$20,000 available from Cotton Street, be used for Preble Street's Emergency Food program. The following is a full list of my social services recommendations:

Program	Amount of Funding	Type of Funding
COP PD - Community Policing (set-aside)	\$150,000	General Fund
Quality Housing Coalition	\$57,165	CDBG
Wayside Food Program - Direct Service Program	\$32,250	CDBG
Through These Doors - DV for Bayside	\$94,432	CDBG
Hope Acts - Support for Homeless and LMI Asylum Seekers	\$125,000	CDBG
Greater Portland Family Promise - Homeless Prevention	\$61,500	CDBG
Milestone Recovery - HOME	\$120,000	\$106,531 CDBG-CV \$13,469 CDBG
Preble St - Emergency Food	\$50,000	\$30,000 CDBG \$20,000 Cotton St
Catholic Charities - Immigrant Legal Services	\$120,413	CDBG
Catherine Morrill Day Nursery - Childcare Voucher Collaborative	\$81,295	CDBG

2) **Development Activities.** Funds in this category are used to improve and invest in the physical infrastructure and the economic development of our city. This year, we received 9 applications in this category requesting \$1,098,191 in funding. A total of \$910,719 is available in this category, a gap of \$187,472. This represents the amount available from the HUD allocation alone, as there were no projects which fit the eligibility criteria for the annual \$90,000 in Downtown TIF funding. Currently, five projects are fully funded, with one partially

funded. I recommend the fully funded projects be approved, but the partial funding for Coastal Enterprises Inc instead be used to fully fund the Hope Acts *Waterproofing Hope House* project.

3) ***Administration and Planning.*** The Housing and Economic Development Department is required to submit a non-competitive application to the Allocation Committee. The Housing and Economic Development Department submitted an initial request of \$378,016. With the release of the HUD allocation, the CDBG amount available is \$382,306, with an additional \$30,000 from the Downtown TIF for a total of \$412,306. These funds are used to administer the program. I recommend full funding of this application to administer the program.

The above funding recommendations comply with the regulatory requirements set forth by HUD, while also helping to address the critical needs and gaps in services in our community. I thank you for the opportunity to share my recommendations, and I hope you join me in commending all of the good work being done in our city.

Sincerely,

Danielle P. West
Interim City Manager

CITY MANAGER'S RECOMMENDATIONS A1

CDBG Allocations 2023-2024 CITY MANAGER'S RECOMMENDATIONS 03.08.2023

Administration and Planning						Priority Impact/ Goal	Guiding Principles	Capacity to Deliver	Partner/ Collaboration	Point Deductions	Total	Committee Recommendation	City Manager Recommendation	Council Allocation
Type	Priority	Organization	Program/ Project	Request		30 pts	30 pts	25 pts	15 pts					
1 AP	All	Housing and Economic Development	CDBG Admin and Planning		\$378,016							\$378,016	\$382,306	
					\$382,306						TIF		\$30,000	
<i>Total Admin & Planning Available</i>					\$412,306						Subtotal:	\$378,016	\$412,306 #	\$0

Development, Economic Development and Construction

Type	Priority	Organization	Program/ Project	Request	30 pts	30 pts	25 pts	15 pts	Point Deductions							
8	Con	NI	Preble Street	Food Security Hub	\$250,000.00	26.18	27.75	23.00	13.25	90.18		\$250,000	\$250,000			
3	Con	NI	City of Portland, Public Works Dept.	Sagamore Village Sidewalk Improvement Project – Phase II	\$199,000.00	23.66	26.50	23.50	12.25	85.91		\$199,000	\$199,000			
5	Con	HA	Alpha One	Critical Access Ramp Program	\$42,000.00	26.68	25.75	19.67	11.88	83.98		\$42,000	\$42,000			
2	Con	NI	City of Portland, Parks And Recreation	Bayside Street Tree Planting Surge, Phase 2	\$185,191.00	22.67	25.58	20.92	12.08	81.25		\$185,191	\$185,191			
4	Con	NI	City of Portland, Public Works Dept.	Woodford Street between Forest Ave And Beacon Street.	\$199,000.00	22.28	24.33	21.33	12.13	80.07		\$199,000	\$199,000			
10	DEV	EO	Coastal Enterprise Inc.	Portland Microenterprise Assistance Program	\$50,000.00	25.01	23.22	19.75	10.50	78.48		\$35,528				
6	Con	NI	Hope Acts	Waterproofing Hope House	\$35,000.00	22.67	25.58	18.42	11.63	78.30			\$35,000			
9	Con	HA	Port Resources	Emery Street Group Boiler Replacement and Kitchen Renovation	\$50,000.00	24.33	23.17	17.75	8.25	73.50						
7	Con	NI	Trustees of the First Parish Church	Historic Window Restoration for Increased Energy and Efficiency and Community Use	\$88,000.00	16.49	20.33	21.50	11.40	69.72						
			Estimated Total Development, Econ Dev. & Construction Requests		\$1,098,191.00											
			Estimated Total HUD Allocated Development Funds Available		\$910,719											
			Estimated Total Funds Available to City Manager and Council (HUD Funds + TIF*)		\$910,719											
			* TIF Funding = \$90,000; there are no projects eligible for this funding													
															\$528 moved to contingency	

[illegible]