



108 E. Green St.  
Ithaca, NY 14850  
(607) 274-6565

Conducted remotely via online platform Zoom, pursuant to Governor's Executive Order 202.1. A live-stream of the meeting will be accessible at: [https://www.youtube.com/channel/UC7RtUN1P\\_RFaFW2IVCnTrDg](https://www.youtube.com/channel/UC7RtUN1P_RFaFW2IVCnTrDg). Because of a slight delay in launching the live-stream, the video may begin a few minutes *before* the meeting is formally convened.

## AGENDA

### IURA Neighborhood Investment Committee (NIC)

8:30 am, Friday, March 12, 2021

Virtual Meeting

<https://us02web.zoom.us/j/88688507240?pwd=ckdTaHVabncyMk1yeUg3UklOemE3>

[QT09](#)

- I. **Call to Order**
- II. **Changes/Additions to Agenda**
- III. **Public Comment**
- IV. **Review of Minutes** – November 2020 and January 2021
- V. **New Business**
  - A. **Discussion**
    - a. Guest Delia Yarrow, Director of Lending, INHS: Emergency Rental Assistance Program (ERAP) - Proposed Changes
    - b. Guest: Lynn Truame, Sr. Real Estate Developer, INHS: Founder's Way - Catholic Charities Building Proposal
    - c. 2021 Action Plan and/or CDBG-CV Applications (Part I)
  - B. **Action**
    - a. Resolution - ERAP - Amendment #3
    - b. Resolution - INHS - Founder's Way
- VI. **Other Business**
  - A. IURA Grant Summary
  - B. Staff Report
- VII. **Motion to Adjourn**



*If you have a disability and require accommodation in order to fully participate, please contact the CITY OF ITHACA CLERK'S OFFICE at 274-6570 at least 72 business hours prior to the meeting.*



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**ITHACA URBAN RENEWAL AGENCY (IURA)**  
**NEIGHBORHOOD INVESTMENT COMMITTEE (NIC)**  
**DRAFT MINUTES**

**8:30 A.M., Friday, November 13, 2020**  
**VIRTUAL MEETING**

YouTube recording of meeting is available here: <https://www.youtube.com/watch?v=6iW3iS1ZHTM>

**In attendance:** Karl Graham (Chair); Fernando de Aragon (Vice Chair); Tracy Farrell;  
Teresa Halpert; Paulette Manos  
**Staff:** Anisa Mendizabal  
**Guests:** None

- I. Call to Order**  
Graham called the meeting to order at 8:34 a.m.
- II. Changes to the Agenda**  
None.
- III. Public Comment**  
None.
- IV. Review of October 2020 Minutes**  
Moved by Farrell , seconded by de Aragon . **Approved 5-0.**
- V. New Business**
  - A. Action Item: Resolution - GIAC CBCO Designation**

Moved by Halpert, seconded by Graham. Discussion: Graham noted that 8 of the 14 board members meet the CDBO Criteria. Manos noted that the resolution itself was missing from the packet, and asked that the resolve statements be reviewed.

Mendizabal read the resolves (see below, now included).

Farrell commented that the resolution was more general, rather than specifically attaching it to a specific program, such as HETP. Mendizabal noted that this is an excellent question because GIAC may want to apply for other activities beyond HETP for Special Economic Activities or other CBDO-related projects (besides HETP). Staff should research that before bring to the Board.

### **2020 IURA Designation of Greater Ithaca Activities Center, Inc. (GIAC) as a Community-Based Development Organization**

WHEREAS, the Board of Greater Ithaca Activities Center, Inc. (GIAC) seeks designation by the Ithaca Urban Renewal Agency (IURA) as a Community-Based Development Organization (CBDO), and

WHEREAS, the City of Ithaca has designated the IURA to administer the City's HUD Entitlement Program that oversees Community Development Block Grant funds awarded to the City, and

WHEREAS, an eligible category of CDBG activities is a "Special Activity by CBDO", that offers certain advantages, such as exemption from the 15% expenditure cap otherwise applicable to public service activities, authorization to carry out new housing construction (normally prohibited with CDBG funds), and discretion to allow income generated by a CDBG-funded activity to not be considered CDBG program income, and

WHEREAS, the following four tests established at CFR Title 24 §570.204 must be met to qualify under a category of "Special Activity by CBDOs":

1. The entity qualifies as a CBDO, including the 51% board membership test;
2. The CBDO will undertake an eligible project;
3. That the CBDO will carry out the funded activity directly or with an entity other than the grantee;
4. That the CBDO will not carry out a prohibited activity, and

WHEREAS, a CBDO must maintain at least 51% of its governing body's membership to be made up of any combination of the following:

- Low- and moderate income residents of its area of operation
- Owners or senior officers of private establishments and other institutions located in its area of operation
- Representatives of low- and moderate-income neighborhood organizations located in its area of operation, and

WHEREAS, a CBDO must have as its primary purpose the improvement of the physical, economic, or social environment of its geographic area of operation, with a particular emphasis on the needs of low- and moderate-income persons, and

WHEREAS, the project undertaken by the CBDO must qualify as one or more of the following project types:

- neighborhood revitalization;
- community economic development;

- energy conservation project; and

WHEREAS, IURA evaluated GIAC's CBDO application and recommended the following; now, therefore, be it

**RESOLVED**, that the IURA determines that Greater Ithaca Activities Center meets the requirements for eligibility as a CBDO, and that the GIAC's Hospitality Employment Training Program qualifies as an eligible CBDO activity, and be it further

**RESOLVED**, that the IURA hereby designates Greater Ithaca Activities Center as a Community-Based Development Organization (CBDO) and its "Hospitality Employment Training Program (HETP) Job Placements" as eligible for CDBG funding under the category of "Special Activities by CBDOs".

**Manos motioned, Graham seconded. Unanimous approval 5-0.**

### **B. Discussion - Needs of People Experiencing Homelessness**

Discussion moved to ideas related to warming centers for people experiencing homelessness.

Mendizabal said that local service providers have been discussing and exploring ideas for services through the winter months that would allow people experiencing homelessness a place to gather, stay warm, and receive services. Both Loaves and Fishes and the Friendship Center indicated interest. As the Committee likely recalls, the Friendship Center offered two ideas-- one which would expand the "space" available at their site with a tent heated with propane on their back patio, the other would be a separate annex entirely. The IURA Board raised concern about the flammability of such a tent, so Mendizabal was instructed to work with the Friendship Center to identify options for an annex. This Committee offered ideas for spaces- Blackbird Studio, John's Convenience, City Health, the Lama Center, Emmy's Organic space etc. Friendship Center reached out to all but has not yet received word from any that taking the next step to negotiate a short term lease was possible.

De Aragon asked if the Friendship Center is looking specifically in the West End neighborhood. Mendizabal said possibly not exclusively, but if an annex, it would be good for staffing patterns to be close to the Friendship Center. Another reason was the adjacencies to the Jungle and other services.

De Aragon noted that Unitarian Church as an annex, other churches, and other spaces may be available this particular winter, under COVID. Other spaces were suggested, and the Committee directed Mendizabal to explore those with the Continuum of Care Staff and others related to these projects.

Staffing and the cost of space combined might be quite expensive.

The Friendship Center is exploring a few options - on-site and at an auxiliary site. On-site, the Friendship Center is more limited. If they converted their R-1 dorm, that would allow for 11 people, socially distanced at any one time. If they can find an appropriate space near the Friendship Center, that could expand capacity, though it might present staffing challenges.

Loaves and Fishes approached TCPL about using the Borg-Warner Space for Warming Center, which would also allow Loaves to restart its Advocacy Program in order to connect people to needed services. Christina Culver is exploring having plexiglass carels fabricated where people can sit if they are going to eat/drink. Otherwise, everyone in the space would be masked. It would be staffed by two Loaves staff

members at all times. Timeline looks like December 1 - March 1, or thereabouts. Mendizabal and Liddy Bargar of Continuum of Care have offered technical assistance.

Members had questions about costs, capacity, need. Are service providers closed? Mendizabal noted the limitations that service-providers have needed to impose for public health reasons (abbreviated hours, by appointment hours, social-distancing) makes gathering spaces and services have been curtailed. Mendizabal has observed that service providers are doing their best to pivot and work with current conditions; she has been impressed by this. Are there more people unhoused because of the pandemic? Mendizabal noted that is a question many have, but it is hard to understand from available data. The HUD-mandated Point in Time Count occurs in late January and it is unclear whether it will be mandated this year due to the pandemic. There is a known need for food.

The Chair opened discussion on the next item. Moved by Halpert, seconded by De Aragon.

Manos asked what the timeframe was -- what happens in one or two years when COVID is over Two portapotties cleaned twice a week for a year is one year. However, it does need to be in place for one year. Also, it must be in response to or address COVID -- to prevent disease transmission. Manos, can it be stipulated where on the property they are placed. Given that agencies are laying off people and so on, do we know the agency has the capacity? Mendizabal shared background that the Street Outreach Collaborative saw a need for this service (restrooms), however despite the observed need, it has been hard to find a sponsor for the project. STAP expressed willingness to host the restroom. Mendizabal had a brief conversation with Planning Director JoAnn Cornish, who stated that Department of Public Works staff has been needing to clean up human waste. Manos asked if the restroom would be available overnight. Mendizabal responded it was her understanding that it would be, however, noted that there is much conversation and concern about the restrooms being utilized for their intended use. Manos noted that she believes this is a worthy cause, but stipulations may be needed to ensure safety.

De Aragon asked about the structure itself; Mendizabal stated when she called the service provider, she got the quote for the most basic option.

Discussion followed regarding current conditions, litter removal, and fencing. Questions arose about cleaning and costs. Mendizabal stated that the actual cost was quoted at about \$5,500, however, included the ~\$8,820 amount in case actual costs were higher. Committee members indicated conditions such as requiring that litter in the area is regularly picked up at the sponsor. Committee Members let Mendizabal know that they would have liked to have the opportunity to hear from the sponsor before the resolution came before them, so the Committee could explore these questions with the sponsor. Mendizabal apologized for any oversight and clarified that the Continuum of Care, a community partner, approached the IURA with this request, which is why the resolution came forward in this way. It was also noted that perhaps the City or County could host such a portable restroom, and that might be an avenue to pursue. Mendizabal provided some other lengthy background about why the CDBG-CV funding seemed a good fit.

As the site proposed is in a historic district, the Ithaca Landmarks Preservation Commission (ILPC) may also have involvement or need to approve.

The Committee voiced general support for such a project, as long as it had a concrete timeline, maintenance plan (cleaning of units and trash removal), safety measures, site design (not architecture drawings, but a sketch of some sort), capacity assurances.

The Chair noted that there are enough conditions that tabling it until the future seems necessary. De Aragon asked about what the delay would be like. Graham noted it could come forward next month if the conditions are met; Mendizabal noted that if approved, the contract would need to be drawn up, which adds time. The contract would be with STAP, not the Continuum of Care, since the Continuum of Care is not an entity that can accept funding. Another possible outcome is that the sponsor (STAP) is not able to meet the conditions.

### **Manos departed at 1:35**

Graham asked how many were in favor of tabling the motion. **4-0.**

#### **CDBG-CV2: BASIC SANITATION STATION**

**WHEREAS**, the City of Ithaca (City) has received two tranches of supplemental funding allocation of Community Development Block Grant (CDBG) funds from *The Coronavirus Aid, Relief, & Economic Security* (CARES Act), which funding is hereafter referred to as CDBG-CV, and

**WHEREAS**, HUD is providing administrative flexibility and waivers to speed approval and delivery of funds for activities responding to the COVID-19 Pandemic, and

**WHEREAS**, the 15% cap on public service activities is waived for CDBG-CV funds, and

**WHEREAS**, the initial CDBG-CV allocation to the City provided \$321,299 to invest in CDBG-eligible activities of which \$8,820 remains unobligated to address emerging needs, and

**WHEREAS**, the second CDBG-CV allocation (“third tranche”) to the City provided an additional \$294,269 to invest in CDBG-eligible activities, and

**WHEREAS**, the City has contracted with the Ithaca Urban Renewal Agency (IURA) to administer, implement and monitor the City’s HUD Entitlement program in compliance with all applicable regulations, and

**WHEREAS**, in order to expedite delivery of funding to the community, IURA has gathered information from stakeholders and solicited proposals for disaster response/recovery/prevention projects, and

**WHEREAS**, the availability of public restroom and handwashing facilities have been severely curtailed by the COVID-19 global pandemic and constitutes a priority unmet emerging need, and

**WHEREAS**, basic sanitation is necessary to prevent transmission of COVID-19, and

**WHEREAS**, Southern Tier AIDS Project (STAP) proposes a project to lease and install outdoor portable public restrooms and hand sanitizing facilities on the grounds of their HIV client services and testing site located at 314 W. MLK Jr./State Street, and

**WHEREAS**, Southern Tier AIDS Project (STAP) possesses the knowledge and administrative capacity necessary to effectively administer such a program, and

**WHEREAS**, STAP provides services for two HUD-presumed low- and moderate-income clientele populations (persons living with AIDS and homeless persons), thereby meeting a CDBG national objective, and

**WHEREAS**, the City can take final action to approve use of CDBG-CV funds following a Public Hearing and a 5-day Public Comment period; now, therefore be it

**RESOLVED**, that the IURA recommends the City authorize an allocation of up to \$7,500 from the CDBG-CV funding source to the Basic Sanitation activity to be implemented by Southern Tier AIDS Project, Inc., and be it further

**RESOLVED**, that the 2019 HUD Entitlement Action Plan shall be amended to include this activity that responds to and promotes prevention of COVID-19.

**Tabled.**

### **C. Discussion - Supporting Black Businesses**

Move to a future month, due to meeting time constraints.

## **VI. Other Business**

### **A. Grant Summary**

Graham noted it straight-forward.

### **B. Program Updates**

Mendizabal has been impressed with the level of adjustment that IURA Funded Activities have made in the face of COVID.

Mendizabal recently spoke with Sue Dale Hall of Child Development Council about their needs and could invite her to a future meeting, if desired.

There was an effort at West Village Apartments with Dr. Nia Nunn to set up augmented educational support during COVID-19. They spoke with Jerry Dietz of the Just Because Center and have been able to set up arts and physical education classes there in a “pod” situation. They have not come forward to IURA or anyone in the community for funding.

HSC is going forward with a program that has been discussed for a number of years. The purpose would be to reach out to landlords to help them understand the Housing Choice Voucher Program and how they can connect.

Some of the 2019 Funded Activities have not been fully drawn down and probably cannot be before December 31, 2020 expiration date. IURA is considering a blanket extension, due to COVID, in order to reduce the burden on the organizations with 2019 Funded Activities.

City is considering COVID-specific needs within City Departments.

INHS’s Emergency Rental Assistance (ERAP) continues to be drawn down slowly. There could be a combination of reasons ranging from eviction moratoria to applicant difficulties obtaining all the necessary documentation, especially from banks and employers.

IURA staff asked for a simple verbal resolution to extend the ERAP contract expiration from December 31, 2020 to June 30, 2021. Farrell moved, Halpert seconded. **Unanimous 4-0.**

Public comment activities for the upcoming 2021 Action Plan will be all online.

## **VII. Adjournment**

Meeting adjourned by consensus 10:37.



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## **DRAFT MINUTES**

### **IURA Neighborhood Investment Committee (NIC)**

**8:30 am, Friday, January 8, 2021**

**Virtual Meeting**

**Review the meeting here: <https://www.youtube.com/watch?v=m4Ec5vXK8LM>**

In Attendance:

Staff: Nels Bohn, Anisa Mendizabal

Guests: Leslie Ackerman, INHS

#### **I. Call to Order**

The Chair called the meeting to order at 8:32 a.m.

#### **II. Changes/Additions to Agenda**

The Chair proposed moving the discussion of 110 Auburn Street with INHS earlier in the agenda since the presenter was present.

**III. Public Comment**

None

**IV. Review of Minutes – November 2020**

November 2020 Minutes will be reviewed in February. There was no December 2020 meeting.

**V. New Business**

**A. Organizational Meeting - 2021 Annual Action Plan for the City of Ithaca's HUD Entitlement Program**

The Organizational Meeting for Annual Action Plans is a requirement of the Citizen Participation Plan (CPP). Per last year's amendment to the CPP, this year's Action Planning Process will be carried out entirely online due to the ongoing global pandemic.

Applications are due the last business day of February, the 26th, at noon. Per direction and re-emphasis from the Committee last year, no late applications will be accepted.

The Common Council will consider the recommended Draft 2021 Action Plan on June 2, 2021.

Anticipated funding levels are the same as last year: \$683,000 for CDBG and \$335,000 for HOME. There is additionally approximately \$60,000 remaining in CDBG-CV. Mendizabal can/will give technical assistance for both; the CDBG-CV application is a streamlined application.

Public Information and Input sessions will be held on Thursday, January 14, 2021 at 5:00 pm and Tuesday, January 19, 2021 at noon. Mendizabal has already done a public engagement session with the Continuum of Care.

Graham asked the Committee whether the Committee wanted to offer flexibility about the noon deadline. Committee member asked if applicants usually turned in their submissions in advance or often down to the wire? Mendizabal conveyed it is a mix and that last year was an outlier in terms of late submissions. Mendizabal said she has been telling prospective applicants the noon deadline is firm. Committee members affirmed the noon deadline was necessary (firm deadline).

Bohn arrived at 7:11 on the recording.

Regarding the possibility of an all-digital Graham asked if experience shows that there are applicants who don't have the capability to submit online? What help is available, if needed? Mendizabal said that currently no one submits all electronically (except for today's guest Leslie Ackerman, who did and used dropbox to do so). The requirement has been applicants provide 12 hard copies and a flashdrive containing the electronic version and all applicants come to the office to drop it off. However, part of the reason staff is asking the Committee whether an all-digital submission process would be acceptable is because due to the pandemic-related social distancing and public health measures, people need permission to enter City Hall and/or Staff must be downstairs to accept materials. Staff could compile hard copy binders for Committee members

wanting them. Graham clarified: what about applicants requesting to fill out and/or submit non-electronically. Mendizabal said she hasn't encountered that type of request yet, but could find a way to work with someone who needed that. De Aragon said it was clear we need to have a way to accept a non-electronic submission, however, it makes sense to go electronic on the whole (with a mechanism for those who cannot).

Ackerman arrived approximately 8:44 am.

Graham welcomed Bohn and Ackerman of INHS, noting that Ackerman is on the Economic Development Committee.

Graham proposed moving ahead to the INHS item on the agenda. Mendizabal introduced the project. INHS has the opportunity to purchase and rehab a home in the Fall Creek neighborhood. This would be a CHDO-eligible project. CHDO is Community Housing Development Organization, and the City (all entitlement communities) is required to set aside 15% of total annual HOME award for CHDO-eligible projects. INHS is currently Ithaca's only certified CHDO. Because INHS has all the information it needed to complete the application, it did so and is here today for input.

Bohn highlighted some information from the application packet. An existing home at 110 Auburn Street is available for acquisition and INHS has a purchase agreement scheduled to close in the first week of February. IURA Staff was looking at the project and timing issues related to 2021 Action Plan. Once acquired, there would be holding costs, and INHS is eager to start work possibly as early as March. The rehabbed home would go into the Community Housing Trust and be available to a homebuyer at an affordable cost as soon as possible. Yet, the Action Plan timeline is very elongated. Access to funding does not come until October. That is an issue: when can a project access funding? Or, more importantly in this case, when could INHS incur costs. First, no costs can be incurred until the NEPA is conducted. Second step is that the project must be included in an Action Plan that is approved by Common Council (typically, June). The problem with this timeline for the project INHS describes it that it incurs holding costs during those months. INHS has staffing available to begin this project. This is an opportunity to increase homeownership in a high-opportunity, walkable neighborhood where affordable homes are increasingly rare, which meets priorities identified by the City and IURA. INHS has submitted enough information for IURA to complete the NEPA environmental review. The next issue is whether or how to move up timeline the ability for INHS to incur costs at its own risk, until funding becomes available with Action Plan in September or so. HOME has established a way for entities to incur expenses at their own risk through a pre-award authorization. This process that allows up to 25% of the annual HOME award can be authorized through a pre-award system. The major issue for HUD in that process is that it wants the way for the public to weigh in on the issue, to object, or to raise issues. The process requires a written authorization from IURA to grantee, and before that, the completion of the NEPA environmental review, and a "mini-Action Plan" that includes public comment period and appropriate hearings, and comes before the Common Council for approval. This "pre-awards" that project, and then it must be included in the Action Plan, which then gives assurance to the grantee that it will be included in the Action Plan, and thus can incur costs at its own risk.

There is a statutory carve-out of about \$45,000 annually from the City's HOME funds that must be designated to a CHDO-eligible project.

Bohn continued that INHS was intending to go forward with this project on its own because of the timeline issues. However, INHS has identified some additional costs such as asbestos in the basement, such that, with additional funding, Bohn believes it could be a better project, and would result in an affordable home in Fall Creek.

Ackerman said this home came to INHS' attention in October and she looked at it with INHS' architect then. She put together a tentative budget and it seemed do-able with established funding sources. Normally, they would bring this type of project to IURA, but due to timeline that IURA usually works with, it didn't seem to align. However, as time went on and INHS identified additional issues that would increase the budget. Again, INHS could address those, but it may squeeze out other projects.

De Aragon asked if there was a way to work with current fiscal year funding instead of advancing future funds. Bohn responded we don't have \$30,000 of current funding available, and also, even if it were, an amendment similar to the "mini-Action Plan" would be necessary.

De Aragon asked what the technology for heating water and space was being considered. Ackerman noted they are trying to move to all-electric, however, as this is an existing house with existing gas furnace, it doesn't make financial sense to take out all of that-- they will install a high-efficiency gas furnace. They are leaning toward an electrical water heater, but the decision has not been made definitively. Heat pump water heating technology exists, too, De Aragon noted, and encouraged INHS to look at it.

Halpert asked Bohn to review requirements about CHDO. Bohn responded that 15% of HOME award must be allocated to a CHDO for an activity that essentially builds or rehabs housing-- tenant-based rental assistance and similar activities are not eligible. INHS is our only certified CHDO, so that is why he says this project is not competing against other projects. Halpert asked if this, then, is INHS' top priority. Ackerman said they did consider that. INHS may come forward with other projects for the Action Plan, but that is something INHS must weigh and consider. Ackerman mentioned INHS is considering a project on Lake Street, for example. Farrell asked about that project. Ackerman described what INHS is currently thinking about there. They were hoping on it being a 2021 project, but it is not far enough along, so they might apply in 2021 for 2022.

Graham noted that given the over ask of \$30,000 is a relatively small portion of the overall HOME award anticipated for 2021, why is there a need to give it a contingent approval now? Bohn replied that the reason is so that INHS could go forward with incurring costs at Auburn Street with the knowledge that this funding existed for them-- was a pre-award authorization-- in the Action Plan. They cannot do that without Common Council approval of the "mini-Action Plan" and therefore they would incur holding costs if they waited for the approval of the regular Action Plan in June.

So all the funding components need to be in place before you can close on the sale? Graham asked. No, it's because of HUD requirements. INHS cannot incur reimbursable expenses even at their own risks unless they have pre-award authorization.

Mendizabal mentioned that part of the reason that the project has to be approved in advance has to do with a NEPA review needing to have been completed and in place.

Farrell asked about remaining funds from the Neighbor to Neighbor roof project that is returning funds. Mendizabal said that yes, about \$20,000 remains. Bohn clarified it is CDBG funds, and the project would be eligible for CDBG, but that a similar pre-award process would be necessary and there would be a shortfall for this project-- \$20,000, not \$30,000 available.

Ackerman stated that in looking for homes for rehabilitation, INHS does not want to compete with buyers who would be owner-occupants. They are looking for homes with a rehab need that is great enough that they would normally attract flippers.

Halpert asked how the pandemic is affecting INHS' ability to find houses for their purposes. Ackerman stated that since she's been at INHS only 1.5 years, she doesn't have a huge history to draw on. In recent years, INHS does a few rehabs every year. Ackerman was looking at available properties in Spring and Summer and a number came to her attention, but most seemed to fall in the "competing with owner-occupants" realm because they didn't need so much work that they would be more likely to be sold to a flipper.

In other news, Ackerman shared that all four units at 402 S. Cayuga are under contract.

The Chair asked Bohn about the Action Item on this discussion. Bohn explained that as Staff explored the issue and researched regulations, looking at various options, it did not become clear until just prior to the meeting which of the pathways was most appropriate, hence, no resolution had been included in the packet. However, now that the Mini-Action Plan process is understood to be available, Bohn offered the following resolved statement.

**Resolved,** the (Committee) Agency recommends to Common Council a pre-award authorization in the amount of \$30,000 in HOME funds to INHS for the 110 Auburn Street rehabilitation for affordable homebuying activity.

**Manos motioned, Farrell seconded. Approved unanimously.**

Ackerman and Bohn departed at approximately 9:18 am.

**B. Action**

- a. Resolution - CDBG-CV - Community Outreach Worker  
Discussion: Graham asked if this was the entirety of funding for the position. Mendizabal's understanding is yes, it is salary plus fringe.

**CDBG-CV2: Community Outreach Worker**

**WHEREAS,** the City of Ithaca (City) has received two tranches of supplemental funding allocation of Community Development Block Grant (CDBG) funds from *The Coronavirus Aid, Relief, & Economic Security (CARES Act)*, which funding is hereafter referred to as CDBG-CV, and

**WHEREAS,** HUD is providing administrative flexibility and waivers to speed approval and delivery of funds for activities responding to the COVID-19 Pandemic, and

**WHEREAS,** the 15% cap on public service activities is waived for CDBG-CV funds, and

**WHEREAS**, the initial CDBG-CV allocation to the City provided \$321,299 to invest in CDBG-eligible activities of which \$8,820 remains unobligated to address emerging needs, and

**WHEREAS**, the second CDBG-CV allocation (“third tranche”) to the City provided an additional \$294,269 to invest in CDBG-eligible activities, and

**WHEREAS**, the City has contracted with the Ithaca Urban Renewal Agency (IURA) to administer, implement and monitor the City’s HUD Entitlement program in compliance with all applicable regulations, and

**WHEREAS**, in order to expedite delivery of funding to the community, IURA has gathered information from stakeholders and solicited proposals for disaster response/recovery/prevention projects, and

**WHEREAS**, the position of Community Outreach Worker provides a critical point of contact for homeless residents to receive information, referral, and navigation through needed services, and

**WHEREAS**, the Community Outreach Worker meets and coordinates regularly with other service providers focused on the assisting residents experiencing homelessness to communicate about observed needs and coordinate service provision, and

**WHEREAS**, the role, responsibilities, and relationships maintained by the Community Outreach Worker are critical to the response, preparation, and prevention of the spread of the coronavirus among residents of Ithaca who are experiencing homelessness, and

**WHEREAS**, the Community Outreach Worker works with at least one (homeless persons) and probably more than one HUD-presumed low- and moderate-income clientele populations (persons living with AIDS, battered spouses, and more), thereby meeting a CDBG national objective, and

**WHEREAS**, the City can take final action to approve use of CDBG-CV funds following a Public Hearing and a 5-day Public Comment period; now, therefore be it

**RESOLVED**, that the IURA recommends the City authorize an allocation of up to \$65,000 from the CDBG-CV funding source to the Community Outreach Worker activity to be implemented by Family and Childrens Service of Ithaca, and be it further

**RESOLVED**, that the 2019 HUD Entitlement Action Plan shall be amended to include this activity that responds to and promotes prevention of COVID-19.

**Motion by Farrell, second by Halpert. Approved unanimously (5-0).**

b. Resolution - CDBG-CV - GIAC Programming

Farrell motioned, De Aragon seconded. Discussion: Farrell asked how they access the funding. Mendizabal responded that this was an example of the IURA soliciting the application. The Mayor, GIAC's Director, and City Controlled conferred about the need. GIAC youth programming can help prepare for, prevent, or respond to the spread of COVID-19 because by sharing information about current developments in public health procedure and also help youth gain back shortfalls they are experiencing from interrupted and/or virtual schooling. Studies have shown that children of color have been more affected by interruptions in schooling.

Mendizabal included the HETP line in the resolution if the youth programming does not exceed \$175,000 because vulnerable adults have also been dislocated from the workforce. However, youth programming would be the top priority for funding.

### **CDBG-CV2: GIAC Programming**

**WHEREAS**, the City of Ithaca (City) has received two tranches of supplemental funding allocation of Community Development Block Grant (CDBG) funds from *The Coronavirus Aid, Relief, & Economic Security (CARES Act)*, which funding is hereafter referred to as CDBG-CV, and

**WHEREAS**, HUD is providing administrative flexibility and waivers to speed approval and delivery of funds for activities responding to the COVID-19 Pandemic, and

**WHEREAS**, the 15% cap on public service activities is waived for CDBG-CV funds, and

**WHEREAS**, the initial CDBG-CV allocation to the City provided \$321,299 to invest in CDBG-eligible activities of which \$8,820 remains unobligated to address emerging needs, and

**WHEREAS**, the second CDBG-CV allocation ("third tranche") to the City provided an additional \$294,269 to invest in CDBG-eligible activities, and

**WHEREAS**, the City has contracted with the Ithaca Urban Renewal Agency (IURA) to administer, implement and monitor the City's HUD Entitlement program in compliance with all applicable regulations, and

**WHEREAS**, in order to expedite delivery of funding to the community, IURA has gathered information from stakeholders and solicited proposals for disaster response/recovery/prevention projects, and

**WHEREAS**, the Greater Ithaca Activities Center (GIAC) is a Community Based Development Organization providing programs, services, and classes to children aged preschool through teen and adults including seniors, and

**WHEREAS**, at least 51% of those GIAC served are Ithaca residents of low-to-moderate income, and

**WHEREAS**, interruptions in schooling due to the coronavirus pandemic is causing educational losses and disruptions which, according to research by such institutions as Brown and Harvard Universities are likely to have disproportionate impact on African-American and Latinx students, and

**WHEREAS**, GIAC's afterschool, teen, camp, and other youth programs have a plan to safely provide educational support, guidance, and necessary social interaction to children of families most affected by the pandemic, and

**WHEREAS**, GIAC's employment-readiness likewise provide necessary resources and services to vulnerable adults, and

**WHEREAS**, the services described above mitigate the impacts of the coronavirus as well as prepare for, prevent, and respond to the spread of the coronavirus by providing timely information to participants and connecting them to health resources,

**WHEREAS**, the City can take final action to approve use of CDBG-CV funds following a Public Hearing and a 5-day Public Comment period; now, therefore be it

**RESOLVED**, that the IURA recommends the City authorize an allocation of up to \$175,000 from the CDBG-CV funding source to the Greater Ithaca Activities Center, Inc., in support of programs that meet a HUD National Objective and help prepare for, prevent, or respond to the spread of coronavirus, and be it further

**RESOLVED**, that the 2019 HUD Entitlement Action Plan shall be amended to include this activity that responds to and promotes prevention of COVID-19.

**Moved by Halpert, seconded by de Aragon. Approved 5-0.**

**c. Resolution - BGA - Contract Modification**

At the time of award in 2019 Action Plan, it was specified that funds could only be used for supplies.

Since the 2019 BGA proposal, the mural effort was dedicated as a memorial for a slain Downtown Ithaca Childcare Center teacher, DeJour Gandy, and the site of the mural was identified as DICC. Also since the 2019 proposal, the pandemic occurred. The original proposal included teens and tweens as involved in the program, and the BGA coordinators involved them in a variety of ways. However, since the mural site and topic was so relevant to DICC, DICC students also were involved in the creation of the project. A DICC staff member volunteered time to open and close the building during mural sessions, do temperature checks and screenings, and ensure proper social distancing protocol were observed. This was unanticipated as a need. The DICC staff member was not compensated for her time. However, BGA has vouchered for \$2,369 worth of supplies. They anticipate a cost of \$1,769 for the fabrication of the frame. They anticipate needing some further supplies such as grout and to do the mounting. These items combine to cost the \$4,138, Therefore, they would like to compensate the DICC staff member for the unanticipated need. They calculated the rate using

her usual hourly rate at overtime (since she worked beyond 40 hours a week). If approved, they would still have over \$2,000 to spend on other supplies needs.

**CDBG: 2019 Project #11, “Black Girl Alchemists Public Art Mosaic Project”**

**WHEREAS**, the City of Ithaca’s 2019 HUD Entitlement Program Annual Action Plan awarded \$7,500 for supplies needed by the “Black Girl Alchemists (BGA) Public Art Mosaic Project”, and

**WHEREAS**, the BGA mural was sited at the Downtown Ithaca Children’s Center (DICC) to memorialize the life of DICC teacher Dejour Gandy and invite involvement from the children who attend DICC along with that of the older children involved with BGA, and

**WHEREAS**, the project occurred during the global coronavirus pandemic, and therefore required social-distancing and other public health precautions for participating children and program staff, including regular temperature checks and screening questions, records of attendance, monitoring those entering/exiting the space to ensure compliance with social-distancing capacity guidelines, and

**WHEREAS**, a DICC staff person, Resana Malone, provided the BGA the assistance outside of her normal work hours to ensure the project would comply with necessary public health guidelines, and

**WHEREAS**, this assistance was unanticipated and necessary to safeguard the health and safety of all involved in the project, and

**WHEREAS**, the BGA project has documented supply expenses and expects to have funds remaining from the \$7,500 award, and now, therefore, be it

**RESOLVED**, that the IURA hereby authorizes a contract modification to the Black Girls Alchemists Public Art Mosaic project (2019 CDBG, project #11) to reallocate \$941.33 from supplies to third party personnel expenses necessary to comply with COVID-19 public health mandates during project implementation at the project site, , and be it further

**RESOLVED**, that the IURA Director of Community Development is hereby authorized to execute all necessary and appropriate documents to implement this resolution.

**Motion by Graham, second by Halpert. Approved 5-0.**

**C. Discuss & Recommend**

**a. INHS CHDO Proposal - 110 Auburn Street (above)**

**b. Child Development Council - Support for Childcare Infrastructure**

Mendizabal talked to Sue Dale Hall, Executive Director of the Childhood Development Council about the needs in the local childcare space. To summarize, childcare is driven by parent fees.

Regulations dictate how many staff members must be present per number of children. There are fixed costs due to this. The childcare providers' margin depends on being able to reach the maximum number of allowable children per classroom. However, because the pandemic reduces the amount of allowable children, they find themselves with higher fixed costs (pandemic-related expenses) and lower revenue. The instability of the pandemic moment means uncertain future for childcare infrastructure because providers themselves can't plan for the future based on established business models. If there is not a critical mass of children needing childcare. If an in-home care provider closes, it's pretty hard to recruit and train new in-home care providers to fill the space left by the previous business, though CDC does have a program to do that. Much of what CDC is doing is finding ways to support struggling providers and tide them over to ensure the infrastructure still exists after the pandemic when people go back to work and need childcare. CDC has launched "Adopt a Class" program to help meet the budget gap. In discussion with Sue Dale Hall and Nels Bohn, this seems to be CDBG-eligible under the Public Service category, if CDC can determine that at least 51% of the children/families served are LMI. Sue did not have those numbers on hand, but could get them.

Mendizabal said that this was a discussion, not an Action Item in case the Committee had questions for Sue Dale Hall. If so, she could come to a future meeting or Mendizabal could reach out on behalf of the Committee. Mendizabal stated one of the reasons it might be beneficial to provide the funding to CDC is so that CDC could identify the providers in need. Mendizabal also stated that the previous CDC -CV project's vouchering was somewhat complicated due to the many small receipts that the providers submitted. Farrell asked if CDC added an administrative cost; they did not. About \$60,000 is left if the CDBG-CV Fund and there are other projects that will likely come forward.

Graham commented that all CDBG-CV projects should come forward together in order to be able to gauge a priority.

Other projects that may come have to do with preparing for the Coronavirus vaccine (REACH). Farrell had asked Mendizabal to investigate sites on City property for portable restrooms in a previous meeting, which Mendizabal has done and gathered other information, but it is unclear whether that project will come forward. Mendizabal investigated a project called Cash for Trash in San Jose, CA; JoAnn Cornish was very interested in this, a project could come through, may not need to be CDBG-CV. STAP may have an idea in development; Mendizabal has an upcoming meeting with them.

De Aragon departed at approximately 10:00 am.

- c. INHS Emergency Rental Assistance Program (ERAP)**
  - i. Cost Burden**
  - ii. Asset Cap**

INHS rolled together several funding streams to serve City and County residents. County's funding was not COVID-specific and had a different expiration date from the City's. The County is looking at waiving the rent burden and asset cap requirements. To make the two programs seamless on the user (applicant) end, INHS has asked whether the City would like to do the same. Such changes would need approval from the Board. Thirty-three City applicants have been denied total; ten were denied because they had assets above the asset cap of \$5,000;

one was denied because the household was not rent-cost-burdened. About half of the initial \$190,000 CDBG-CV funding in that program remains. The Committee had questions about how the program would now reach those in most need. The Committee felt it needed to know more from INHS before making any decisions.

**d. 2021 AP Application Format**

Mendizabal asked if the Committee would like for the 2021 Action Plan Application to be completely digital, or some hybrid of digital and paper. Members voiced how helpful having hard copies was during the review process. Staff could take on some of the copying in order to reduce burden on applicants during this time.

**VI. Other Business**

**A. IURA Grant Summary**

Committee reviewed the Grant Summary.

**B. Staff Report**

Mendizabal reported on possible CDBG-CV projects above. Mendizabal has asked around about Loaves and Fishes warming center but not a lot of information available. Mendizabal has been asked to join the Housing Committee of Access to Justice, a project of the Office of Court Administration. Enterprise Community Partners funded the Eviction/Displacement Defense Project put forward by the Ithaca Team at upwards of \$700,000. The group applied for about a million dollars; Enterprise carved out \$200,000 for a future project focused on public policy-- the team would go through another learning process and propose a project for the \$200,000. Additionally, another funder has stepped forward and is interested in possibly matching the Guaranteed Income portion of the project.

**VII. Motion to Adjourn**

Adjourned at 10:32 a.m. by consensus.

**Proposed Resolution**  
**Ithaca Urban Renewal Agency (IURA)**  
**March 12, 2021**

**2019 CDBG-CV: EMERGENCY RENTAL ASSISTANCE — Contract Modification #3**

WHEREAS, on April 23, 2020, the IURA recommended and, on May 6, 2020, the City authorized an allocation of \$190,000 from Community Development Block Grant Coronavirus funding (“CDBG-CV”), awarded by the Department of Housing and Urban Development (HUD) through *The Coronavirus Aid, Relief, & Economic Security Act* (CARES Act), to the Emergency Rental Assistance Program (ERAP) activity to be implemented by Ithaca Neighborhood Housing Services, Inc. (INHS), and

WHEREAS, the amended INHS contract states that rental assistance may be paid to landlords of qualified applicants for up to six consecutive months, and

WHEREAS, discontinuing the asset cap would aid applicants by lowering the burden of paperwork that has been required to document assets, and

WHEREAS, discontinuing the asset cap would further allow approximately one-third of those applicants who have been denied Emergency Rental Assistance to receive it, and

WHEREAS, there is approximately \$110,000 in uncommitted funds remaining in the program, and

**RESOLVED**, that the IURA hereby approves Contract Modification #3 to the funding agreement with INHS for the Emergency Rental Assistance Program to discontinue the \$5,000 applicant asset cap requirement, and be it further

**RESOLVED**, that IURA Chairperson, upon the advice of IURA legal counsel, is hereby authorized to execute all necessary and appropriate documents to implement this resolution.



February 12, 2021

Svante Myrick, Chair  
IURA  
108 E. Green St.  
Ithaca, NY 14850

Dear Mayor Myrick,

As you know, INHS owns 324 W. Buffalo Street, the Catholic Charities building, which was purchased as part of the former Immaculate Conception School campus. The acquisition loan used to acquire that site will need to be paid off when INHS closes the construction financing for the redevelopment of the school. Because 324 W. Buffalo is not included in the redevelopment, INHS will need to secure other funding to pay off this portion of the acquisition loan. We would like to propose that the IURA utilize funds from the sale of Cayuga Green to purchase the building from us and then re-sell it to us. This sale would generate a steady stream of income for the IURA in the form of loan payments for the next 15 years and would provide financing that is inexpensive enough for us to maintain Catholic

Charities' rent at its current level.

Catholic Charities provides crucial social and economic development services to our community and does so on a very thin financial margin. They cannot afford anything close to market rate rent and they do not currently pay anything close to market rate rent. It is imperative that Catholic Charities remain in a central location so that they can effectively serve their clientele, many, if not most, of whom have limited access to transportation. INHS is fully committed to keeping Catholic Charities in this building at rent at a level they can afford, but that will require that we find very affordable financing for the cost of the building.

This building's portion of the parcel that INHS acquired from Immaculate Conception Church accounts for \$110,000 of the total purchase price. We are therefore requesting that we sell the property to the IURA for that value and reacquire it from the IURA for that same value. The terms we have preliminarily discussed with Nels Bohn would be 2.5% interest, a 15-year term, and a 24-year amortization, yielding a monthly payment to the IURA of slightly over \$500. That payment will allow us to continue to cover the cost of upkeep on this 5,600 square foot building and its grounds without increasing Catholic Charities' \$1,250 per month rent.

Thank you for your consideration of this request and your continued support of INHS and Catholic Charities.

Sincerely,



Johanna Anderson  
Executive Director



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115 West Clinton Street • Ithaca, New York 14850 • (607) 277-4500 • (607) 277-4536 : fax  
[www.ithacanhhs.org](http://www.ithacanhhs.org)

**Proposed Resolution**  
**IURA Neighborhood Investment Committee**  
**March 12, 2021**

**Acquisition & Resale of 324 W. Buffalo Street Property**

WHEREAS, Ithaca Neighborhood Housing Services, Inc. (INHS) used an acquisition loan to acquire the former Immaculate Conception school campus including the building occupied by Catholic Charities at 324 W. Buffalo Street (the Property), and

WHEREAS, INHS has been awarded funding to redevelop the school buildings for affordable housing project that excludes the Property, and

WHEREAS, INHS needs to secure other funding to pay off the \$110,000 portion of the acquisition loan attributable to the Property, and

WHEREAS, Catholic Charities occupies the 5,600 square foot building on the Property from which they operate numerous anti-poverty programs, including the security deposit assistance program for low-income renters that receives funding assistance from the IURA, and

WHEREAS, INHS is committed to keep Catholic Charities in the building at 324 W. Buffalo Street at a rent level they can afford if INHS can secure affordable financing to repay the acquisition loan, and

WHEREAS, INHS requests the IURA acquire the Property for \$110,000 from INHS and resell it to INHS for that same value with 100% owner financing, and

WHEREAS, INHS agrees to purchase the property from the IURA after the IURA acquires it from the current owner, under the following sales terms:

Purchase Price:	\$110,000
Payment of Purchase Price:	100% owner financing by the IURA
Repayment Term:	15 years
Amortization Term:	24 years
Interest Rate:	2.5%
Down payment:	\$0
Closing Costs:	INHS responsible for all legal and closing costs
Collateral:	1 <sup>st</sup> mortgage
Maximum Rent:	not to exceed \$6/sf
Tenant Income:	Catholic Charities or another not-for-profit entity
Affordability Period:	15 years, and

WHEREAS, the IURA received \$688,555 in net proceeds from 2019 loan payoffs from Cayuga Green, LLC resulting from prior IURA property sales to implement the Cayuga Green urban renewal project, and

WHEREAS, \$110,000 of these non-HUD funds remains available for acquisition of property, and

WHEREAS, 324 W. Buffalo Street is located within the Urban Renewal Project Area, and

WHEREAS, use of IURA funds to assist INHS retain Catholic Charities in their current building at an affordable rent level advances the Agency's community development and affordable housing mission and creates an income stream to the Agency, and

WHEREAS, at their March 12, 2021 meeting, the IURA Neighborhood Investment Committee reviewed this matter and recommends the following; now, therefore, be it

**RESOLVED**, the IURA hereby authorizes acquisition of property located at 324 W. Buffalo Street, Ithaca, NY and resale to Ithaca Neighborhood Housing Services, Inc. subject to the above-listed terms, and be it further

**RESOLVED**, the IURA Chairperson, subject to review by IURA legal counsel, is authorized to sign any and all documents to implement this resolution, including but not limited to a purchase and sale agreement, a loan agreement and a mortgage.

# IURA Grants Summary

January 2021

ON SCHEDULE	HUD ENTITLEMENT ACTIVITIES	SPONSOR	TOTAL BUDGET	TOTAL UNEXPENDED	% SPENT
<b>2018 CDBG Activities</b>					
ok	1.0 Neighbor to Neighbor Home Rehab	Love Knows No Bounds	40,000.00	29,753.00	26%
complete	2.0 Chartwell House	Tompkins Community Action	75,000.00	0.00	100%
complete	8.0 Ramp Loan Program	FLIC	25,000.00	0.00	100%
complete	9.0 Mini Repair	INHS	32,500.00	0.00	100%
complete	11.0 Hospitality Employment Training Program	GIAC	110,000.00	0.00	100%
complete	13.0 Volunteer Worker & Job Skill Training	Finger Lakes ReUse, Inc.	71,800.00	0.00	100%
complete	14.0 Work Preserve Job Training	Historic Ithaca	67,500.00	0.00	100%
ok	16.0 Targeted Urban Bus Stop Upgrades	TCAT	13,500.00	6,705.50	50%
complete	19.0 Immigrant Services	Catholic Charities	30,000.00	0.00	100%
complete	20.0 Work Preserve Job Readiness	Historic Ithaca	20,000.00	0.00	100%
complete	21.0 2-1-1 Info and Referral	Human Services Coalition	20,000.00	0.00	100%
complete	22.0 Housing For School Success Year #3	Ithaca City School District (ICSD)	27,005.00	0.00	100%
complete	23.0 CDBG Admin	IURA	137,214.00	0.00	100%
complete	25.0 Economic Development Loan Fund	IURA	151,052.00	0.00	100%
complete	17.0 Final Phase: Heating & Roofing <sup>7</sup>	DICC	29,300.00	0.00	100%
ok	18.0 Domestic Violence Center Renovation <sup>7</sup>	Advocacy Center	9,960.72	1,601.72	84%
ok	Unallocated 2018 CDBG <sup>5</sup>	N/A	0.04	0.04	N/A
<b>Total</b>			<b>859,831.76</b>	<b>38,060.26</b>	<b>96%</b>
<b>2018 HOME Activities</b>					
ok	3.0 402 South Cayuga Street	INHS	150,000.00	10,000.00	93%
complete	4.0 Housing Scholarship Program <sup>2</sup>	The Learning Web	65,592.00	0.00	100%
complete	5.0 Security Deposit Assistance <sup>6,2</sup>	Catholic Charities	48,250.00	0.00	100%
complete	6.0 Security Deposit Inspections <sup>6</sup>	TCA	2,500.00	0.00	100%
ok	7.0 INHS Scattered Site 2 (CHDO) <sup>6</sup>	IURA	100,000.00	439.00	99%
complete	10.0 Additional Reserve (CHDO) <sup>6,8</sup>	TBD	0.00	0.00	N/A
complete	Home Admin	IURA	36,880.30	0.00	100%
ok	2018 HOME Unallocated <sup>2,4</sup>	N/A	3,161.40	3,161.40	N/A
<b>Total</b>			<b>406,383.70</b>	<b>13,600.40</b>	<b>97%</b>
<b>2019 CDBG Activities</b>					
ok	1.0 Homeowner Rehab	INHS	67,594.32	67,594.32	0%
ok	2.0 Small Repair Program	INHS	32,500.00	8,777.30	73%
ok	6.0 Finger Lakes ReUse Job Skills Training	Finger Lakes ReUse, Inc.	95,529.00	30,541.09	68%
ok	7.0 Work Preserve Job Training	Historic Ithaca	67,500.00	32,784.78	51%
ok	8.0 Hospitality Employment Training Program	GIAC	110,725.28	54,796.58	51%
complete	9.0 Ithaca ReUse Center Acquisition	Finger Lakes ReUse, Inc.	100,000.00	0.00	100%
complete	10.0 Economic Development Loan Fund	IURA	107,396.99	0.00	100%
ok	11.0 Black Girl Alchemists Public Art Mosaic	CAP	7,500.00	5,213.91	30%
complete	12.0 Housing For School Success	Beverly J. Martin Elem	15,700.00	0.00	100%
complete	13.0 2-1-1	Human Services Coalition	15,000.00	0.00	100%
ok	14.0 Work Preserve: Job Readiness <sup>9</sup>	Historic Ithaca	20,000.00	2,690.06	87%
ok	15.0 A Place To Stay	Catholic Charities	20,000.00	739.31	96%
complete	16.0 Immigrant Services	Catholic Charities	25,059.00	0.00	100%
complete	17.0 CDBG Admin	IURA	137,679.40	0.00	100%
	2019 CDBG Unallocated <sup>9</sup>	IURA	2,599.00	2,599.00	0%
<b>Total</b>			<b>824,782.99</b>	<b>205,736.35</b>	<b>75%</b>
<b>2019 HOME Activities</b>					
ok	1.0 Homeowner Rehab	INHS	42,151.58	42,151.58	0%
ok	3.0 Immaculate Conception School Redev	INHS	199,900.00	199,900.00	0%
ok	4.0 Housing Scholarship Program	The Learning Web	70,560.00	46,119.21	35%
ok	5.0 Security Deposit Assistance-Vulnerable Households <sup>3,11</sup>	Catholic Charities	64,000.00	24,660.70	61%
complete	18.0 HOME Admin	IURA	30,597.20	0.00	100%
complete	Home Admin (PI) <sup>10</sup>	IURA	849.10	0.00	100%
	2019 HOME Unallocated <sup>3,11</sup>		5,181.50	5,181.50	0%
<b>Total</b>			<b>413,239.38</b>	<b>318,012.99</b>	<b>23%</b>

# IURA Grants Summary

January 2021

ON SCHEDULE	HUD ENTITLEMENT ACTIVITIES	SPONSOR	TOTAL BUDGET	TOTAL UNEXPENDED	% SPENT
<b>2019 CDBG-CV Activities</b>					
ok	10.0 CD-RLF #46: COVID-19 Emergency SBRF	AFCU	140,000.00	140,000.00	0%
No	19.0 Emergency Rental Assistance Program	INHS	190,000.00	133,519.45	30%
ok	20.0 CDBG-CV Admin	IURA	80,324.80	51,982.70	35%
ok	21.0 Laundry & Internet Needs During COVID-19	OAR of Tompkins County	11,000.00	8,348.03	24%
ok	22.0 Ithaca CARES About Re-opening Child Care	Child Development Council of Central NY, Inc.	10,000.00	7,382.66	26%
ok	23.0 Aid for Immigrants During COVID-19	Catholic Charities	10,879.00	6,979.89	36%
complete	24.0 DICC Child Care Center Re-Opening Assistance	DICC	25,600.00	0.00	100%
ok	25.0 COVID-19 Emergency Assistance Program	The Salvation Army Assistance	20,000.00	20,000.00	0%
ok	26.0 COVID-19 Testing for Vulnerable Populations	The REACH Project	20,000.00	20,000.00	0%
ok	27.0 Security Deposits for Safer Housing	Catholic Charities	25,000.00	25,000.00	0%
<b>Total</b>			<b>532,803.80</b>	<b>413,212.73</b>	<b>22%</b>
<b>2020 CDBG Activities</b>					
ok	1.0 Small Repair Program	INHS	32,500.00	32,500.00	0%
ok	2.0 Founder's Way For-Sale Townhomes	INHS	27,555.84	27,555.84	0%
ok	4.0a Security Deposit Asst Delivery	Catholic Charities	2,500.00	2,500.00	0%
ok	5.0 ReUse Job Skills Training & Employment Connections	Fibger Lakes ReUSE	75,000.00	75,000.00	0%
ok	6.0 Work Preserve Job Training	Historic Ithaca, Inc.	67,500.00	67,500.00	0%
ok	7.0 Hospitality Employment Training Program	GIAC	75,000.00	75,000.00	0%
ok	8.0 Reimagining Ithaca Community Gardens	Project Growing Hope	25,150.00	25,150.00	0%
ok	9.0 Food Pantry Mechanical Dock Leveler	TCA	14,470.00	14,470.00	0%
ok	10.0 ADA Curb Ramps at West Village/Elm St Bus Stop	IURA	11,000.00	11,000.00	0%
ok	11.00 GO ITHACA Low-Income Support	Center For Community Transportation	12,200.00	12,200.00	0%
ok	12.0 2-1-1 <sup>5</sup>	Human Services Coalition	20,000.00	14,709.92	26%
ok	13.0 Work Preserve: Job Readiness	Historic Ithaca, Inc.	20,000.00	20,000.00	0%
ok	14.0 Immigrant Services Program	Catholic Charities	30,000.00	30,000.00	0%
ok	15.0 2020 CDBG Admin	IURA	136,546.40	127,795.02	6%
ok	16.0 Economic Development Loan Fund <sup>12</sup>	IURA	255,805.61	213,718.58	16%
<b>Total</b>			<b>805,227.85</b>	<b>749,099.36</b>	<b>7%</b>
<b>2020 HOME Activities</b>					
ok	2.0 Founder's Way For-Sale Townhomes	INHS	172,444.16	172,444.16	0%
ok	3.0 Northside Apartments	Cayuga Housing Dev Corp	90,877.94	90,877.94	0%
ok	4.0 Security Deposit Asst For Vulnerable Households <sup>4,12</sup>	Catholic Charities	76,342.48	76,342.48	0%
ok	16.0 2020 HOME Admin	IURA	33,517.30	27,945.61	17%
<b>Total</b>			<b>373,181.88</b>	<b>367,610.19</b>	<b>1%</b>
<b>Total Unexpended Funds</b>					
<b>Unexpended CDBG Entitlement Funds (Excludes CDBG-CV Funds)</b>				<b>914,983.00</b>	
<b>Unexpended CDBG Program Income Committed to Action Plan Activities</b>				<b>77,912.97</b>	
<b>CDBG Revolving Loan Fund Balance (#02 Bank Balance excluding interest)</b>				<b>182,737.84</b>	
<b>Unexpended HOME Entitlement Funds</b>				<b>699,223.58</b>	
<b>Unexpended HOME Program Income</b>				<b>0.00</b>	
<b>HOME Program Income Unassigned</b>				<b>0.00</b>	
<b>Total Unexpended HUD Funds</b>				<b>1,796,944.42</b>	
<b>Unexpended CDBG-CV Funds</b>				<b>273,212.73</b>	
<b>Unexpended CDBG-CV Program Income</b>				<b>140,000.00</b>	
<b>Total Unexpended COVID-19 Funds</b>				<b>413,212.73</b>	
<b>Total Unexpended HUD Funds</b>				<b>2,070,157.15</b>	

**1.5 CDBG Spend Down Ratio Analysis (must be less than 1.5 by June 1st of each year):**

CDBG Spend Down Ratio = total unexpended CDBG funds/most recent annual CDBG award

Most Recent Annual CDBG Award:

**682,620**

1.5 x Most Recent CDBG Award:

**1,023,930**

Current Unexpended CDBG Funds:

**1,097,720.84**

# IURA Grants Summary

## January 2021

<u>ON</u>			<u>TOTAL</u>	<u>TOTAL</u>	
<u>SCHEDULE</u>	<u>HUD ENTITLEMENT ACTIVITIES</u>	<u>SPONSOR</u>	<u>BUDGET</u>	<u>UNEXPENDED</u>	<u>% SPENT</u>
	Current CDBG Spend Down Ratio:			1.6081	
	Compliance With 1.5 CDBG Spend Down Ratio:			No	
	Amount Required to be Expended by 6/1 to Meet CDBG Spend Down Ratio:			73,790.84	

**LOAN REPAYMENTS DUE TO IURA**

January 2020

	Original Loan	Year	Final Due Date	%	Monthly Pymt	Paid	Loan Balance	Status	Date Pymt
<b>Entitlement Loans</b>									
Diane's Downtown Auto-revised 5/3/12	\$ 80,000	2006	2026	4	\$ 449.85	\$ 449.85	\$ 26,971.87	Current	1/1/2021
Cedar Creek(90K HOME/10K HODAG) <sup>2</sup>	\$ 100,000	2008	2038	5	N/A	N/A	\$ 181,330.08	Int. Only Pmts. subject to cash flow	N/A
Breckenridge Place	\$ 400,000	2012	2053	1	N/A	N/A	\$ 510,111.06	Int. only pmts. due subject to cash flow	N/A
<b>TOTAL ENTITLEMENT LOANS</b>	<b>\$ 580,000</b>				<b>\$ 449.85</b>	<b>\$ 449.85</b>	<b>\$ 718,413.01</b>		

<b>CD-RLF</b>									
Ithaca Coffee Roasting Facility	\$ 100,000	2013	2034	2.5	\$ 537.42	\$ 537.41	\$ 72,565.77	Current	1/1/2021
LAG Restaurant (The Rook)	\$ 40,000	2016	2023	2.5	\$ 600.72	\$ 600.72	\$ 12,904.54	Current	1/1/2021
210 Hancock <sup>4</sup>	\$ 120,000	2016	2048	3.5	\$ 565.87	\$ 565.87	\$ 118,280.89	Current	1/7/2021
Tompkins Community Action (Harriet Giannelis)	\$ 84,200	2018	2039	2.5	\$ 440.54	\$ 440.54	\$ 76,844.39	Current	1/6/2021
Tompkins Community Action Relocation Loan	\$ 90,960	2018	2029	2.5	\$ 857.48	\$ 857.48	\$ 75,938.47	Current	1/6/2021
Scattered Site Preservation	\$ 160,000	2018	2051	2	\$ -	\$ -	\$ 128,662.00	No accrued interest or pmts due in construction period - up to 3 years	N/A
<b>TOTAL CD-RLF LOANS</b>	<b>\$ 595,160</b>				<b>\$ 3,002.03</b>	<b>\$ 3,002.02</b>	<b>\$ 485,196.06</b>		

<b>CD-RLF Priority Business</b>									
State Theatre <sup>1</sup>	\$ 458,500	2009	2029*	2	\$ 1,741.96	\$ -	\$ 330,144.10	Past Due - interest only 4/1-3/1/2021 (Principal deferment due to COVID-19)	12/1/2020
Delante <sup>5</sup>	\$ 150,000	2015	2021	2.5	\$ 1,954.31	\$ 1,954.31	\$ 7,071.19	Current	1/1/2021
Liquid State Brewing Company	\$ 70,000	2017	2025	2.5	\$ 975.54	\$ 96.16	\$ 46,177.09	Current (Interest only 4/1-1/1/2021 (Principal deferment due to COVID-19)	1/1/2021
Urban Core	\$ 200,000	2017	2038	2.5	\$ 1,068.43	\$ 1,068.43	\$ 182,952.83	Current	1/1/2021
Home Cooking	\$ 100,000	2021	2028	3.5	\$ 122.75	\$ -	\$ 42,087.03	Interest only pmts beginning 3/1/2021 through 8/1/2021	N/A
GreenStar Coop	\$ 400,000	2019	2029	3.5	\$ 3,955.43	\$ 3,955.43	\$ 377,460.81	Current	1/19/2021
<b>TOTAL CD-RLF PRIORITY BUSINESS</b>	<b>\$ 1,378,500</b>				<b>\$ 9,818.42</b>	<b>\$ 7,074.33</b>	<b>\$ 985,893.05</b>		

<b>CDBG</b>									
210 Hancock <sup>4</sup>	\$ 130,404	2016	2048	2	N/A	\$ -	\$ 133,211.45	Int. only pmts. due subject to cash flow	8/28/2020

<b>Non-CDBG</b>									
Ithaca Downtown Assoc (Canopy Hotel) <sup>4</sup>	\$ 1,375,000	2016	2037	3.05%	\$ 7,660.18	\$ -	\$ 1,249,805.45	Past Due - owes September's Interest only Pmt & January 2021	12/9/2020
107-109 South Titus	\$ 578,555	2020	2035	2.50%	\$ 2,294.57	\$ 2,294.57	\$ 577,465.75	Current	1/5/2021
<b>TOTAL NON-CDBG</b>	<b>\$ 1,953,555</b>				<b>\$ 9,955</b>	<b>\$ 2,295</b>	<b>\$ 1,827,271</b>		

<b>HODAG</b>									
Breckenridge Place	\$ 600,000	2012	2043	2	\$ 2,217.72	\$ 2,217.72	\$ 488,902.54	Current	1/5/2021
<b>TOTAL HODAG LOANS</b>	<b>\$ 600,000</b>				<b>\$ 2,217.72</b>	<b>\$ 2,217.72</b>	<b>\$ 488,902.54</b>		

<b>HOME</b>									
Stone Quarry Apartments, LLC <sup>3</sup>	\$ 370,000	2014	2045	2	N/A	\$ -	\$ 381,017.11	Int. only pmts. due subject to cash flow	6/2/2020
210 Hancock <sup>4</sup>	\$ 206,923	2017	2047	2	N/A	\$ -	\$ 211,387.72	Int. only pmts. due subject to cash flow	8/28/2020
Cayuga Flats	\$ 100,000	2020	2070	0	N/A	N/A	\$ 97,986.00	No accrued interest or pmts due in construction period - not to extend for 24 months	N/A
<b>TOTAL HOME</b>	<b>\$ 576,923</b>					<b>0.00</b>	<b>\$ 690,390.83</b>		

**TOTAL IURA LOAN PORTFOLIO**      **\$ 5,814,541**      **\$ 25,442.77**      **\$ 15,038.49**      **\$ 5,329,278.14**      Agrees to Balance Sheet for January 2021

**Notes**

- State Theatre's loan was extended/balloon payment now due in March 2029
- Cedar Creek's first Interest Only payt. due 1/1/11 - yearly payt. subject to available cash flow
- Permanent phase for Stone Quarry began 11/1/2015. Permanent phase interest rate is 2%.  
Interest compounds annually. Interest payments in permanent phase are subject to cash flow.  
Balloon payment of principal and all interest owed due in 2045.
- Canopy Hotel closed on 8/10/2016. Interest only pmts are due for the first 15 months. Interest rate is adjustable every five years.  
P&I payments begin 1/1/2018.
- Delante Loan was disbursed 2/3/2016. First 6 months Interest Only payments due beginning 3/1/2016. Interest Rate 3.5%.
- 210 Hancock loans (3) have a maximum 24 month const period where interest at 2% and 3.5% will compound annually.  
No principal or interest payments are due during the construction period. Interest rates will remain constant in Permanent phases.
- Urban Core Loan was disbursed 8/29/2017 for closing on 8/30/2017. First 6 months Interest Only payments due beginning 10/1/2017. Interest Rate 3.5%.

Agrees to M&T loan Statement for January 2021

**LEASE PAYMENTS DUE TO IURA**  
January 2021

Project	Monthly Fee	Quarterly Fee	Yearly Fee	Status	Date Last Payt. Rec'd
<b>Cherry Street Industrial Park</b>					
<b>Evaporated Metal Films</b>					
Yearly Maintenance Fee - July			\$ 236.80	Current	7/29/2020
<b>Precision Filters</b>					
Yearly Maintenance Fee - July			\$ 375.00	Current	7/21/2020
<b>Cayuga Green</b>					
<b>Allpro Parking - air rights lease</b>					
Monthly Lease (rate change 1/1/2021)	\$ 2,982.63			Past Due - owes January	1/12/2021
<b>Cayuga Green-Parcel A ground floor</b>					
Monthly Lease-rate change on 2/1/2021	\$ 6,784.00			Current	1/12/2021
<b>Cinemapolis</b>					
Monthly Lease-rate change on 5/1/21	\$ 3,320.00			Current	1/12/2021
Qrtly Maint Fee- Jan., April, July, Oct. (Maint Fee rate change on 7/1/21)		\$ 293.75		Current	1/12/2021
<b>Other Leases</b>					
<b>Southside Community Center-RIBS</b>					
Monthly Lease -New rate 7/1/21	\$ 468.41			Past Due - owes January 2021	9/24/2020
<b>Farmer's Market/Steamboat Landing</b>					
Quarterly Lease - June, Aug., Oct., Dec.		\$ 8,719.00		Current-COVID Agreement executed 50% of Annual Rent Forgiven in 2021 (Quarterly pmts @ 50%)	10/9/2020