



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. 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, April 9, 2021

Virtual Meeting

<https://us02web.zoom.us/j/88688507240?pwd=ckdTahVabncyMk1yeUg3UklOemE3QT09>

I. Call to Order

II. Changes/Additions to Agenda

III. Public Comment

IV. Review of Minutes – March 12, 2021 and March 19, 2021

V. New Business

A. Action Item - Discuss: 2021 HUD Entitlement Applications

1. Comment Received
2. Recommend Projects to IURA

VI. Other Business

- A. IURA Grant Summary - none this month
- B. Staff Report

VII. Motion to Adjourn

PUBLIC COMMENTS: Written public comments may be submitted until 4:00 p.m., the day before the meeting to: amendizabal@cityofithaca.org.



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.



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

ITHACA URBAN RENEWAL AGENCY (IURA) NEIGHBORHOOD INVESTMENT COMMITTEE (NIC)

DRAFT MINUTES

8:30 A.M., Friday, March 12, 2020
VIRTUAL MEETING

YouTube recording of meeting is available here:
<https://www.youtube.com/watch?v=r-QW0Bb8iCE>

In attendance: Karl Graham (Chair); Fernando de Aragon (Vice Chair); Tracy Farrell;
Teresa Halpert; Paulette Manos
Staff: Nels Bohn, Anisa Mendizabal
Guests: Delia Yarrow, Director of Lending, INHS; Lynn Truame, Senior Real
Estate Developer, INHS

I. Call to Order

Graham called the meeting to order at 8:30 a.m.

II. Changes to the Agenda

None.

III. Public Comment

None.

IV. Review of Minutes

A. November 2020 Minutes

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

B. January 2021 Minutes

Moved by Graham , seconded by Farrell . **Approved 5-0.**

V. New Business

A. Discussion

1. Guest Delia Yarrow, Director of Lending, INHS: Emergency Rental Assistance Program (ERAP) - Proposed Changes

Ms. Yarrow described how December 2020's resolution to extend assistance from three to six months could be deployed. INHS can reach out to past recipients, see if still eligible, and offer two more months of assistance. This would allow more people to get assistance (spread the assistance wider). Committee indicated support for this strategy. The resolution before the Committee now is to lift the asset cap. Mendizabal noted that previous data submitted by Ms. Yarrow shows almost a third of those who applied for INHS ERAP were declined due to the asset cap. Anecdotal information shows that it also has been difficult for applicants to assemble information about their assets, which may have caused unfinished applications. Ms. Yarrow affirmed that lifting the asset cap would likely ease paperwork burden for applicants, and may allow ERAP to reach more people.

2. Guest: Lynn Truame, Sr. Real Estate Developer, INHS: Founder's Way - Catholic Charities Building Proposal

Ms. Truame joined to discuss the proposal and how it arose. INHS has all of the funding sources committed. Before getting the funds committed from NYS Homes and Community Renewal, they had a work session with HCR and discussed the Catholic Charities building. At that time, HCR recommended removing the CCTT building from the overall proposal because the scope of work for that building is not compelling enough to make an award from the funding source available for non-residential buildings on an affordable housing site. They did not want Founder's Way to *not* get funded as a whole because of that building. INHS will continue to look for sources to renovate the CCTT building. However, INHS purchased the whole site, including that building, and will need to repay the acquisition loan from Tompkins Trust soon, so are looking for funds to fill the gap of \$110,000 -- the overall value assigned for that portion of the site, based on square footage. INHS is hoping to use the IURA funds to do the same procedure as was done at South Titus, whereby IURA acquired the property and sold it to INHS. The difference here is two things: the Tompkins Trust acquisition loan is expiring and is part of the reason this procedure is needed. Also, different is that INHS already owns the property; IURA would buy the building from INHS, then sell it back to INHS. INHS would pay off the Tompkins Trust loan, and then INHS would pay IURA back with 2.5% interest. The sale back to INHS would be simultaneous, or immediate. Bohn provided other background detail to why the procedure is structured in this way.

B. 2021 Action Plan and/or CDBG-CV Applications (Part I)

The Chair moved to address the Action Items prior to discussing applications.

VI. Action Items

A. Resolution - ERAP - Amendment #3

Moved by Farrell, seconded by Halpert.

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.

Approved unanimously, 5-0.

The Committee asked Mendizabal to confirm the extension approved in December is being offered.

B. Resolution - INHS - Founder's Way

Farrell moved, Halpert seconded. Discussion: Manos would like to see the first "Resolved" statement be clearer, to include the purchase price. **[Update:** The resolution has been updated to include the purchase price, as indicated below.]

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 st 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 for \$110,000 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.

Approved unanimously with the modification [indicated in italics in first "Resolved" statement] above. 5-0.

V. New Business, continued (Discussion)

C. 2021 Action Plan and/or CDBG-CV Applications (Part I)

Returning now to the 2021 Action Plan and CDBG-CV applications, the Committee discussed CDBG-CV applications first, followed by Public Services and Economic Development applications. Discussion can be viewed in detail at the YouTube link indicated at the front of the Minutes. The Committee indicated its questions, and directed Mendizabal to reach out to applicants for clarification on these items. The Committee determined that it would be sufficient for applicants to address these questions in their public presentation; Committee Members who sit on the IURA Board could convey responses and additional information provided at the Public Hearings to the Committee during its April review meeting. If Mendizabal garnered information in time for the next NI Committee meeting, it could be conveyed there, as well, and finally, the recording of the Public Hearing in both its parts will also be available if Committee members are unable to attend the Public Hearing.

VI. Other Business

A. Grant Summary - January 2021

Bohn updated the Committee on lease and loan payments.

B. Program Updates

Mendizabal reported the following:

This year, Mendizabal received a higher-than-usual number of ED-type project questions. Mendizabal is aware that ED would like to see a greater diversity of applications in that category, and yet the Committee is very busy. The ED Committee discussed providing Mendizabal with a template which would allow Mendizabal to assess when a project was ready to refer to the ED Committee for discussion and/or guidance. This is an exciting development.

HSC has signed its contract for the Eviction/Displacement Prevention Project and is interviewing for staff members.

Mayors for a Guaranteed Income has released very interesting preliminary findings for the Guaranteed Income Project (“SEED”) in Stockton, CA.

IURA Contracts Monitor Charles Pyott has provided some assistance and materials to HSC as they develop subcontracts for the Enterprise grant.

The Advisory Board for the Eviction/Displacement Defense Project has gained a new member: Karl Graham has agreed to join and share his community development expertise.

As the landscape continues to change with, for example, U.S. Treasury now releasing Emergency Rental Assistance funds for households at 80% AMI and lower, the Anti-Displacement Learning Network Team is working to orient the program to have the most strategic, most useful impact for the community members. Good problems to have.

VII. Adjournment

Meeting adjourned by consensus at 11:07 a.m.



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

ITHACA URBAN RENEWAL AGENCY (IURA) NEIGHBORHOOD INVESTMENT COMMITTEE (NIC)

DRAFT MINUTES

8:30 A.M., Friday, March 19, 2021
VIRTUAL MEETING

YouTube recording of meeting is available here:
<https://www.youtube.com/watch?v=QHRDivM48h8>

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

The Chair called the meeting to order at 8:34 a.m.

II. Changes to the Agenda

None.

III. Public Comment

None.

IV. Review of Minutes - March 12, 2021

Tabled until April 2021 meeting.

V. New Business

A. Discussion

1. 2021 Action Plan Applications (Part 2)

Continuing with 2021 Action Plan applications, the Committee discussed Affordable Housing applications first, followed by Public Facilities applications. Discussion can be viewed in detail at the

YouTube link indicated at the front of the Minutes.
(<https://www.youtube.com/watch?v=QHRDivM48h8>) The Committee indicated its questions, and directed Mendizabal to reach out to applicants for clarification on these items. Because the Committee will not meet again until April, Mendizabal will instruct applicants to answer these questions in their presentations at Public Hearing #1.

Manos arrived at 8:53 a.m.

The Chair asked about the status of INHS' 110 Auburn Street Project, discussed at the previous meeting. Mendizabal responded there has been a slight delay in purchase while INHS and the seller work out a detail relating to the property line.

2. Follow up from March 12 Meeting (Staff)
Mendizabal reached out to applicants with NI questions. Applicants were asked to include their responses in their presentations at Public Hearing #1.

[Responses received to additional questions asked by reviewers at Public Hearing #1 are included in the April 9 Agenda Packet.]

VII. Adjournment

Meeting adjourned by consensus at approximately 10:55 a.m.

**Follow-up Responses from Applicants to
Questions Asked by Reviewers at Public Hearing #1**

Project #1 - INHS - Homeowner Rehab

Reviewer asked how many households are on the Homeowner Rehab waitlist.

INHS Response: There are 39 City of Ithaca homeowners on the Homeowner Rehab waiting list.

What is the dollar value of HOME Post-Rehabilitation Property value cap for the City of Ithaca?

INHS Response: HOME funding prohibits the post-rehabilitation property value from exceeding 95% of the area median property value. That translates to a post-rehab maximum value of \$204,000 for the HOME program.

Project #21 (CDBG-CV) - Ithaca Farmer's Market - Online Market Discounts for LMI/SNAP Eligible Customers

Reviewer asked if there is any reason that the State won't match its current in-person shopper subsidy [coupons known as "Fresh Checks"] for online shopping?

Ithaca Farmers Market Response: "We are hoping to reserve Fresh Checks for use at the IFM so folks shopping with SNAP can also receive a discount if shopping in person. The State only gives the market a limited supply of checks and we would like to give them to in-person shoppers. It would not be possible to shop online with the Fresh Checks as they are actually paper checks and since folks pay with SNAP cards using a paper currency, it does not work easily; plus farmers who receive the checks are expected to save them and redeem them with the NY Federation so that also poses some transactional issues. By offering a straight discount on orders placed online and paid for by SNAP, we have the least amount of complicated recordkeeping and we are hoping to keep the program simple and manageable for customers and staff. "



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

TO: IURA Board and Committees
FROM: Anisa Mendizabal, Community Development Planner
RE: Comment Received
DATE: April 5, 2021

IURA received anonymous comment by a member of the public in regard to the St. John's Community Services application for Larger Shelter/Expanded PSH. The IURA's Citizen Participation Plan does not contain specific provisions relating to submission of anonymous comments. IURA categorized the comments by theme (provided below).

Capacity

- Organization has difficulty sustaining and managing the resources (facilities, staffing, services provided) it currently has, which casts doubt on its ability to manage expanded operations.
- If funding is awarded, [the commenter] recommends contract spell out specific guidelines regarding concerns expressed.

Facilities/Maintenance

- Repairs or replacements are not made in a timely manner.
- Broken showers.
- Broken restrooms.
- Broken containers for disposal of needles - needles can be removed.
 - Access to dirty needles becomes larger **public health** concern.

Staffing

- Lack of adequate supervision
 - On site: Supervisors are not on-site to observe services as provided by staff or to support staff.
 - Off-site: Supervisors often not available at specified off-site locations.
- Client Care
 - (Some) staff members **do not have adequate skills** to work effectively with people experiencing mental illness, substance abuse disorder, trauma, traumatic brain injury, domestic violence and other conditions.
 - (Some) staff members have been **unable to recognize** the above conditions in clients, which results in staff members "doubting" the clients have conditions; interacting with clients unkindly, or otherwise not providing care.
 - Training is inadequate and/or has not increased skills of some staff members.

- Jobs are low-paying which creates problems in attracting adequate candidate pools, retention, and performance.

Expanded Shelter

- What is the plan for number of people per room in Permanent Supportive Housing?
- What is the plan for number of people per room in the Shelter?
- Concerns that overcrowding (even in “non-Covid”) times will occur.
- Safety-specific concerns:
 - Process for providing shelter for sex offenders.
 - Process for providing shelter to people with Orders of Protection against others in the shelter.
 - Safety mechanism for ensuring people can’t access other areas of shelter or PSH (especially in case of individuals separated for safety).

IURA Response to Comment

Community Development Planner Anisa Mendizabal explained the HUD Entitlement Action Planning Process to the commenter and outlined the various opportunities for verbal and written comment. Mendizabal responded to commenter questions. Mendizabal explained that the Citizen Participation Plan does not contain a provision relating to anonymous comment, and thus Mendizabal did not know how anonymous comment would be handled by the Agency.

At the end of the discussion with the anonymous commenter, Mendizabal read her notes to the commenter. From these notes, the summary was created.

[No Grant Summary this Month - April 2021]