

**ANOKA COUNTY HOUSING AND REDEVELOPMENT AUTHORITY (ACHRA)
MANAGEMENT COMMITTEE
and Meeting of the
Anoka County Housing and Redevelopment Authority Trustees****

**Trustee Scott Schulte, Chair
Trustee Robyn West, Vice-Chair
Trustee Matt Look
Trustee Mike Gamache**

AGENDA

FOR THE NOVEMBER 8, 2022 MEETING

10:00 A.M. or Immediately Following the
Regional Railroad Authority Board Meeting, Whichever is Later

Conference Room #772 - 7th Floor - Government Center

Public Comment: Public comments are welcome at this time. In consideration of others wishing to speak, please limit comments to 2 minutes. Questions directed to the committee will not be answered immediately; however, whenever possible, all appropriate questions will be responded to in a timely and effective manner by county staff.

1. Consider recommending the ACHRA Board of Trustees approve participation in the 2023 Minnesota Housing Finance Agency (MHFA) Start Up Program for first time homebuyers. There is no cost to participate in this program. **See attached** worksheet.
2. Consider recommending the ACHRA Board of Trustees hold a public hearing at the November 22 ACHRA Board meeting and approve amending the Program Year 2022 Action Plan to add the following:
 - A. Family Promise to provide CDBG funds in the amount of \$620,000 to acquire a property with one building to use as a Day Center to serve families experiencing homelessness.
 - B. Family Promise to provide CDBG funds in the amount of \$515,000 to acquire property with one single-family home for transitional housing of homeless families.
 - C. The Dwelling Place to provide CDBG funds in the amount of \$324,695 for improvements at all five duplexes to provide safe transitional housing for families fleeing domestic abuse.**See attached** worksheets.
3. Consider recommending the ACHRA Board of trustees hold a public hearing at the November 22 ACHRA Board meeting and approve amending the Program Year 2019 Action Plan to add the following in CDBG-CV funds:
 - A. Lee Carlson Center to provide CDBG-CV funds in the amount of \$29,500 to implement three programs to address COVID concerns.
 - B. Alexandra House to provide CDBG-CV funds in a total amount of \$20,000. \$10,000 for client hotel rooms who are fleeing domestic abuse and/or who are homeless and an additional \$10,000 to purchase food for their food shelf.
 - C. The Salvation Army to provide CDBG-CV funds in the amount of \$20,000 for rent assistance for those impacted by the Covid 19 pandemic.

- D. Youthway Ministries to provide CDBG-CV funds in a total amount of \$172,850. \$100,000 to purchase a refrigerated delivery truck and an additional \$72,850 to convert their food shelf to a grocery store concept.

See attached worksheets.

- 4. Other.

***Actions taken by this committee do not bind the Anoka County Housing and Redevelopment Authority (ACHRA) Board. In addition to the trustees appointed to this committee, additional trustees may attend. Non-committee trustees may choose to participate in the discussions and/or ask questions, but they will not vote on any item, nor will they agree to take a specific action on business conducted by the committee. If their attendance and limited participation in the committee meeting is considered a meeting of the ACHRA, this shall serve as notice of an ACHRA Board meeting.*



ANOKA COUNTY HRA ACTION ITEM

November 8, 2022

HRA

ACTION REQUESTED	Consider continued participation in the Minnesota Housing (MN Housing) Start Up Program for first time homebuyers.
BACKGROUND	Anoka County HRA has participated in the Start Up program (First Time Homebuyer Program) for many years. This program works with local municipalities to provide first time homebuyers low-interest, fixed-rate mortgages and additional down payment/closing cost assistance to qualified buyers.
SUPPORTING DOCUMENTATION	MN Housing 2023 MN City Participation Program Application Program Application Commitment Agreement
FUNDING SOURCE	There is no cost to participate in this program.
RECOMMENDATIONS	Consider authorizing staff to submit an application in January 2023.



ANOKA COUNTY HRA ACTION ITEM

November 22, 2022

ACTION REQUESTED	<p>Request the ACHRA Board of Trustees approve amending the Program Year 2022 Action Plan upon completion of a 30-day public comment period to add 2 activities:</p> <ul style="list-style-type: none">• Family Promise to provide CDBG funds to acquire a property one building to use as a Day Center for homeless families• Family Promise to provide CDBG funds to acquire a property one single-family home for transitional housing of homeless families. <p>Request the ACHRA Board of Trustees approve <u>CDBG funds</u> from prior program years allocation of:</p> <ul style="list-style-type: none">• <u>\$620,000 Family Promise in Anoka County to acquire property with one building to use as a Day Center for homeless families (PY20 funds).</u>• <u>\$515,000 Family Promise in Anoka County to acquire property with one single-family home for transitional housing of homeless families (PY18/PY19/PY20 funds).</u> <p>Family Promise plans to build a second house on the property. A total of \$1,135,000 in unallocated CDBG funds requested for both projects. Funds will be used for acquisition of two contiguous properties in Coon Rapids. Both projects meet HUD's National Objective of serving low-to moderate-income households.</p> <p>In accordance with our Citizen Participation Plan, a 30-day public comment period will be held from October 21 – November 21, 2022. Public hearing will be held on November 22, 2022.</p>
BACKGROUND	<p>Family Promise in Anoka County provides temporary shelter, hospitality and case management services to assist families experiencing homelessness achieve housing independence.</p> <p>These two projects involve the acquisition of contiguous properties. The first property has a building that will be operated as a Day Center serving homeless families. The second property has a house to provide shelter to homeless families. The size of the lot / zoning would allow Family Promise to build a second house to shelter families experiencing homelessness.</p>
SUPPORTING DOCUMENTATION	<p>Application funding request is available for review in the Community Development department.</p>
FUNDING SOURCE	<p>100% CDBG funds provided through the US Department of Housing and Urban Development.</p>



ANOKA COUNTY HRA ACTION ITEM

November 22, 2022

ACTION REQUESTED	<p>Request the ACHRA Board of Trustees approve amending the Program Year 2022 Action Plan upon completion of a 30-day public comment period to add:</p> <ul style="list-style-type: none">• The Dwelling Place to fund security, safety, and accessibility improvements at their five duplexes. <p>Request the ACHRA Board of Trustees approve <u>PY20 CDBG funds</u> allocation of:</p> <ul style="list-style-type: none">• <u>\$324,695 The Dwelling Place for improvements at all five duplexes.</u> (\$314,695 The Dwelling Place + \$10,000 MKC Davis Bacon Consultant). Improvements include installation of security systems at all five duplexes and rehab work at three of the five duplexes. This project meets HUD's National Objective of serving low- to moderate-income households. <p>In accordance with our Citizen Participation Plan, a 30-day public comment period will be held from October 21 – November 21, 2022. Public hearing will be held on November 22, 2022.</p>
BACKGROUND	<p>The Dwelling Place provides housing and support services for women and their children fleeing domestic abuse. The Dwelling Place provides five duplex-style homes to be served by this funding request.</p>
SUPPORTING DOCUMENTATION	<p>Application funding request is available for review in the Community Development department.</p>
FUNDING SOURCE	<p>100% CDBG funds provided through the US Department of Housing and Urban Development.</p>



ANOKA COUNTY HRA ACTION ITEM

November 8, 2022

ACTION REQUESTED	<p>Request the ACHRA Board of Trustees approve amending the Program Year 2019 Action Plan to add: <u>Lee Carlson Center for Mental Health and Wellbeing Bridgeview Program</u> - to provide CDBG-CV funds to implement 3 programs to address COVID concerns: a therapeutic group for managing COVID symptoms, two Art Therapy Groups addressing COVID anxiety and isolation, and a skills group to teach digital literacy skills to help members access needed mental health services and wrap-around supports in the event of being homebound due to lockdowns or contracting COVID.</p> <p>Request the ACHRA Board of Trustees approve <u>CDBG-CV (COVID-19 funds)</u> allocation of:</p> <ul style="list-style-type: none">• <u>\$29,500 for the Lee Carlson Center for Mental Health and Wellbeing Bridgeview Program to implement the 3 programs to address COVID concerns listed above.</u> This public service activity will meet a national objective of low/mod clientele (LMC). <p>Since the request is for CDBG-CV funds (COVID-19 prevention, response, or recovery), a HUD special waiver allows a 5-day public comment period held from Nov. 14, 2022 – Nov. 18, 2022.</p> <p>The public hearing is scheduled for November 22, 2022.</p>
BACKGROUND	<p>The Lee Carlson Center operates a drop-in center for adults living with serious mental health conditions. CDBG-CV funds are requested to offer programs to address pandemic-induced anxiety brought on by COVID-19. Expenses funded are not covered by another funding source (local, state or federal).</p>
SUPPORTING DOCUMENTATION	<p>Application funding request is available for review in the Community Development department.</p>
FUNDING SOURCE	<p>100% CDBG-CV funds provided through the US Department of Housing and Urban Development.</p>



ANOKA COUNTY HRA ACTION ITEM

November 8, 2022

ACTION REQUESTED	<p>Request the ACHRA Board of Trustees approve amending the Program Year 2019 Action Plan to add 2 activities:</p> <ul style="list-style-type: none">• Alexandra House - to provide CDBG-CV funds to pay for food to replenish their food shelf due surging demand brought on by the COVID-19 pandemic.• Alexandra House - to provide CDBG-CV funds to pay for hotel rooms to socially distance clients due surging demand brought on by the COVID-19 pandemic. <p>Request the ACHRA Board of Trustees approve <u>CDBG-CV (COVID-19 funds)</u> allocation of:</p> <ul style="list-style-type: none">• <u>\$10,000 for Alexandra House - client hotel rooms who are fleeing domestic abuse and/or who are homeless.</u>• <u>\$10,000 for Alexandra House purchase food for their food shelf.</u> Both activities are needed due to surging demand brought on by the COVID-19 pandemic and are not covered by another funding source (local, state, or federal). These public service activities will meet a national objective of low/mod clientele (LMC). <p>Since the request is for CDBG-CV funds (COVID-19 prevention, response, or recovery), a HUD special waiver allows a 5-day public comment period held from Nov. 14, 2022 – Nov. 18, 2022.</p> <p>The public hearing will be held on November 22, 2022.</p>
BACKGROUND	<p>Alexandra House Inc operates a domestic abuse shelter. CDBG-CV funds are requested to cover increased expenses due to a surge in demand for services brought on by the COVID-19 pandemic. Expenses funded are not covered by another funding source (local, state or federal).</p>
SUPPORTING DOCUMENTATION	<p>Application funding request is available for review in the Community Development department.</p>
FUNDING SOURCE	<p>100% CDBG-CV funds provided through the US Department of Housing and Urban Development.</p>



ANOKA COUNTY HRA ACTION ITEM

November 8, 2022

ACTION REQUESTED	<p>Request the ACHRA Board of Trustees approve amending the Program Year 2019 Action Plan to add:</p> <ul style="list-style-type: none">• <u>The Salvation Army</u> - to provide CDBG-CV funds to provide housing assistance to single adults & families impacted by Covid 19 pandemic. \$20,000 will be for direct assistance to clients. Funds will help with rent / utilities - averaging \$2,000/household. <p>Request the ACHRA Board of Trustees approve <u>CDBG-CV (COVID-19 funds)</u> allocation of:</p> <ul style="list-style-type: none">• <u>\$20,000 for The Salvation Army for Rent Assistance</u> to provide housing assistance to single adults & families impacted by Covid 19 pandemic. Funds will help with rent / utilities - averaging \$2,000/household. This public service activity will meet a national objective of low/mod clientele (LMC). <p>Since the request is for CDBG-CV funds (COVID-19 prevention, response, or recovery), a HUD special waiver allows a 5-day public comment period held from Nov. 14, 2022 – Nov. 18, 2022.</p> <p>The public hearing is scheduled for November 22, 2022.</p>
BACKGROUND	<p>The Salvation Army operates emergency assistance programs in the Blaine Human Service Center. Expenses funded are not covered by another funding source (local, state or federal). Clients are screened to ensure there is not a duplication of benefits and the assistance provided is a direct result of the Covid 19 pandemic. Payments are made directly to landlords and utility providers.</p>
SUPPORTING DOCUMENTATION	<p>Application funding request is available for review in the Community Development department.</p>
FUNDING SOURCE	<p>100% CDBG-CV funds provided through the US Department of Housing and Urban Development.</p>



ANOKA COUNTY HRA ACTION ITEM

November 8, 2022

ACTION REQUESTED	<p>Request the ACHRA Board of Trustees approve amending the Program Year 2019 Action Plan to add 2 activities:</p> <ul style="list-style-type: none">• YouthWay Ministries - to provide CDBG-CV funds to purchase a refrigerated delivery truck due to surging demand brought on by the COVID-19 pandemic.• YouthWay Ministries - to provide CDBG-CV funds to pay expenses to convert the food shelf to a grocery store concept to socially distance clients due to surging demand brought on by the COVID-19 pandemic. <p>Request the ACHRA Board of Trustees approve <u>CDBG-CV (COVID-19 funds)</u> allocation of:</p> <ul style="list-style-type: none">• <u>\$100,000 for YouthWay Ministries refrigerated food truck.</u>• <u>\$72,850 for YouthWay Ministries convert the food shelf to a grocery store concept.</u> Both activities are needed due to surging demand brought on by the COVID-19 pandemic and are not covered by another funding source (local, state, or federal). These public service activities will meet a national objective of low/mod clientele (LMC). <p>Since the request is for CDBG-CV funds (COVID-19 prevention, response, or recovery), a HUD special waiver allows a 5-day public comment period held from Nov. 14, 2022 – Nov. 18, 2022.</p> <p>The public hearing will be held on November 22, 2022.</p>
BACKGROUND	<p>YouthWay Ministries (SLP site) operates a local food shelf. CDBG-CV funds are requested to cover increased expenses due to a surge in demand for food brought on by the COVID-19 pandemic. Expenses funded are not covered by another funding source (local, state or federal).</p>
SUPPORTING DOCUMENTATION	<p>Application funding request is available for review in the Community Development department.</p>
FUNDING SOURCE	<p>100% CDBG-CV funds provided through the US Department of Housing and Urban Development.</p>