

Resolve 5-16/17  
First Public Hearing held March 27, 2017

ETHAN K. STRIMLING (MAYOR)  
BELINDA S. RAY (1)  
SPENCER THIBODEAU (2)  
BRIAN E. BATSON (3)  
JUSTIN COSTA (4)

**CITY OF PORTLAND**  
IN THE CITY COUNCIL

DAVID BRENERMAN (5)  
PIOUS ALI (A/L)  
JILL C. DUSON, (A/L)  
NICHOLAS M. MAVODONES, JR. (A/L)

**RESOLUTION ADOPTING THE FY 2017-2018 HOUSING AND COMMUNITY DEVELOPMENT ANNUAL ACTION PLAN INCLUDING APPROPRIATIONS FOR COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM, HOME PROGRAM, AND EMERGENCY SOLUTIONS GRANT PROGRAM AND CERTIFICATIONS PERTAINING THERETO**

**WHEREAS,** the City of Portland, Maine has determined that there are pressing community and neighborhood needs for further federal assistance for housing and community development activities; and

**WHEREAS,** annual activities for the Consolidated Housing and Community Development Annual Action Plan have been recommended; and

**WHEREAS,** the City of Portland is anticipating an allocation from the United States Department of Housing and Urban Development (HUD) of \$1,791,448 of Community Development Block Grant (“CDBG”) Entitlement Funds, for the program year 2017-2018 under Title I of the Housing and Community Development Act of 1974 (Public Law 93-383) as amended from time to time; and the City has also received Community Development funds in the amount of \$125,000 in program income, along with \$110,000 in CDBG Housing Program Income, which is subject to the same regulations as the entitlement funds; a HOME Program Grant allocation of \$832,642, HOME Program income of \$200,000; Lead Safe Housing Program Income of \$170,866; local Housing Trust Funds of \$468,551; and \$161,232 of Emergency Shelter Grant funds; and

**WHEREAS,** the City Council of the City of Portland, Maine, desires to utilize these funds to support housing and community development activities;

**NOW, THEREFORE, BE IT RESOLVED,** that the City Council of the City of Portland, Maine, hereby adopts the FY 2017-2018 Consolidated Housing and Community Development Annual Action Plan; and the sums of \$ 1,916,448 for the Community Development Block Grant Program, plus \$110,000 in CDBG Housing Program funding; \$1,032,642 for the HOME Program, \$170,866 in Lead Safe Housing Program Income, \$468,551 in local Housing Trust Funds and \$161,232 for the Emergency Shelter Grant Program are hereby appropriated for the purposes approved in the attached Plan and budgets as recommended by the City Manager; and

**BE IT FURTHER RESOLVED,** that the City of Portland, Maine, possesses legal authority to apply for the above referenced Community Development Block Grant Program Funds, HOME Program funds and Emergency Shelter Grant Program funds for the Program Year 2017-2018; and

**BE IT FURTHER RESOLVED,** that the City Manager or his designee be authorized to:

- 1) Apply for, accept and expend the Community Development Block Grant Entitlement Funds of \$1,791,448 and to expend \$125,000 in program income and \$110,000 in CDBG housing program income funds; \$832,642 of HOME Program funds and to expend \$200,000 of program income for a total of \$1,032,642; \$170,866 in Lead Safe Housing program income; \$468,551 in local Housing Trust Funds; and \$161,232 of Emergency Shelter Grant funds; and
- 2) Officially represent the City of Portland, Maine, in connection with the application, including the execution of contracts on behalf of the City; and
- 3) Act as the certifying officer for HUD environmental documents related to these grants and to execute said documents and any other related documents necessary or convenient to carry out the intent of said grants; and
- 4) Make adjustments to all proposed activities' budgets to be proportionately increased or decreased from the estimated funding levels to match actual allocation amounts; and

**BE IT FURTHER RESOLVED,** that the City of Portland, Maine certifies that it will comply with all of the attached assurances and provide such additional information as may be required by the U.S. Department of Housing and Urban Development; and

**BE IT FURTHER RESOLVED,** that the foregoing FY 2017-2018 Housing and Community Development Annual Action Plan funds are hereby appropriated pursuant to the Budget attached hereto.

**CDBG Recommendations 2017-2018**

**Administration and Planning**

Type	Priority	Organization	Program/ Project	Request	Priority Impact/ Goal	Guiding Principles	Capacity to Deliver	Partner/ Collabor	Total	Committee Recommendation	City Manager Recommendation	Council Allocation	
					33 pts	30 pts	25 pts	12 pts					
1	AP	All	Planning & Urban Dev Dept.	CDBG Admin and Planning	\$444,571						\$405,290	\$405,290	
				<i>Total Admin &amp; Planning Available</i>	\$405,290					<b>Subtotal:</b>	<b>\$405,290</b>	<b>\$405,290</b>	<b>\$0</b>

**Development, Economic Development and Construction**

Type	Priority	Organization	Program/ Project	Request	33 pts	30 pts	25 pts	12 pts					
4	SET	NI	COP Public Works	Oxford St/ Bayside Sidewalk Improvements	\$210,000	29.75	25.88	18.13	7.25	81.00	\$210,000	\$210,000	\$0
3	SET	NI	COP Public Works	Marginal Way Master Plan Streetscape Phase 2	\$330,000	27.50	21.75	20.50	4.25	74.00	\$201,332		\$0
2	SET	NI	COP Public Works	High Street Sidewalk Improvements	\$250,000	23.00	20.13	17.63	3.38	64.13			\$0
18	ED	EO	Coastal Enterprises Inc. (CEI)	Portland Microenterprises Assistance Program	\$45,000	30.13	26.75	22.00	10.38	89.25	\$45,000	\$45,000	\$0
17	ED	EO	COP Economic Dev. Dept.	Business Assistance Program for Job Creation	\$111,000	29.25	26.25	22.25	10.38	88.13	\$111,000	\$111,000	\$0
15	CON	NI	YMCA of Southern Maine	Boiler Replacement for the Men's Dormitory	\$74,991	26.50	27.13	22.88	10.75	87.25	\$74,991	\$74,991	\$0
16	CON	NI	Youth and Family Outreach	Life and Safety Upgrades	\$204,182	26.25	26.00	19.63	10.88	82.75	\$164,210	\$204,182	\$0
7	CON	NI	Catholic Charities	Energy Efficiency Upgrades - Support and Recovery Services	\$47,145	24.71	24.29	21.29	10.14	80.43		\$47,145	\$0
6	CON	EO	Catherine Morrill Day Nursery	Toddler Classroom Expansion Project	\$235,156	25.63	25.00	19.00	10.38	80.00		\$200,000	\$0
14	CON	NI	Preble Street	Resource Center Rehabilitation Project	\$125,103	24.25	26.13	18.63	10.50	79.50			\$0
8	CON	NI	The Iris Network	Dormitory Accessibility for the Blind	\$157,500	23.38	21.63	22.00	10.88	77.88			\$0
5	CON	NI	Bayside Neighborhood Assoc.	Bayside: A Livable Neighborhood Community Garden	\$12,800	25.25	23.75	20.00	8.00	77.00		\$12,800	\$0
9	CON	EO	Learning Works	Renovation of Historic 181 Bracket Phase 2	\$73,759	23.63	23.00	19.38	10.50	76.50			\$0
12	CON	NI	COP Parks, Rec, and Facilities	East Bayside Soccer Field Fencing and Futsal Court	\$152,700	26.75	25.13	17.38	5.13	74.38		\$71,415	\$0
13	CON	NI	Port Resources	70/72 Emery Street Bathrooms and Roof Renovations	\$79,350	23.13	21.88	18.13	7.38	70.50			\$0
10	CON	NI	Mayo Street Arts	ADA Accessibility for Mayo Street Arts	\$113,075	21.63	22.75	18.13	3.63	66.13			\$0
11	CON	NI	COP Parks, Rec, and Facilities	Cliff Island School Playground	\$57,200	19.50	15.75	16.63	6.50	58.38			\$0

				Total Development, Econ Dev. & Construction Requests	\$2,278,961								
				<i>Total HUD Allocated Development Funds Available</i>	\$806,533					<b>Subtotal:</b>	<b>\$806,533</b>		
				<b>Total Funds Available to City Manager and Council ( HUD Funds + Program Income + Contingency)</b>	\$976,533					<b>Subtotal:</b>		<b>\$976,533</b>	<b>\$0</b>

**Social Service**

Type	Priority	Organization	Program/ Project	Request	Priority	Guiding	Capacity	Partner/	Total	Committee	City Manager	Council	
					Impact/ Goal	Principles	to Deliver	Collaborat ion					Recommendation
				\$621,866	33pts	30 pts	25 pts	12pts					
19	SET	NI	Police Department	Community Policing	\$150,000					\$150,000	\$150,000	\$0	
38	SS	ANGHP	Wayside Foods Program	Direct Services Programs	\$30,000	31.75	28.88	23.25	11.00	94.88	\$30,000	\$27,000	\$0
34	SS	ANGHP	Preble Street	Florence House Women's Shelter	\$30,000	31.75	27.88	23.38	11.13	94.13	\$30,000	\$27,000	\$0
35	SS	ANGHP	Preble Street	Food Programs	\$50,000	31.50	28.25	23.25	10.63	93.63	\$50,000	\$45,000	\$0
37	SS	ANGHP	Preble Street	Resource Center	\$45,000	30.75	28.50	23.25	10.75	93.25	\$45,000	\$40,500	\$0
36	SS	ANGHP	Preble Street	Joe Kreisler Teen Shelter	\$30,000	31.25	26.75	22.88	10.88	91.75	\$30,000	\$27,000	\$0
24	SS	EO	Catherine Morrill Day Nursery	Portland CDBG Childcare Voucher Collaborative	\$88,711	30.75	26.63	22.13	10.75	90.25	\$88,711	\$79,840	\$0
27	SS	ANGHP	COP- Social Services Dept.	Family Shelter- After Hours Program	\$49,224	30.50	27.13	21.38	11.25	90.25	\$49,224	\$44,302	\$0
31	SS	ANGHP	Milestone	HOME Team & Medical Outreach	\$130,000	30.75	26.75	21.88	10.88	90.25	\$130,000	\$117,000	\$0
29	SS	EO	COP- Social Services Dept.	Portland Opportunity Crew	\$18,931	32.63	27.50	20.75	5.50	86.38	\$18,931	\$17,038	\$0
21	SS	ANGHP	Amistad Inc.	Peer Coaching Initiative	\$60,000	29.13	24.38	22.00	10.75	86.25	\$4,759	\$51,946	\$0
22	SS	ANGHP	Amistad Inc.	Peer Support and Recovery Center	\$35,000	28.88	25.50	22.63	8.00	85.00			\$0
30	SS	EO	LearningWorks	English Language Program	\$60,000	27.88	25.38	21.13	10.50	84.88			\$0
28	SS	ANGHP	COP- Social Services Dept.	Oxford Shelter- Housing Assistance- Long Term Stayers	\$51,541	26.00	25.50	20.63	11.25	83.38			\$0
32	SS	ANGHP	The Opportunity Alliance	Homeless Prevention Program (HPP)	\$54,000	29.88	24.88	20.38	8.25	83.38			\$0
33	SS	EO	Portland Adult Education	New American Skilled Professional Enhanced Services	\$75,379	27.88	23.50	20.13	11.25	82.75			\$0
25	SS	NI	Catholic Charities	Immigrant Legal Services	\$52,151	24.86	23.14	20.71	7.86	76.57			\$0
26	SS	NI	Catholic Charities	Independent Living Support Services	\$78,463	24.14	23.86	18.29	7.71	74.00			\$0
23	SS	NI	Bayside Neighborhood Assoc.	Programming to accompany Community Garden	\$10,400	21.38	21.75	19.75	8.00	70.88			\$0
20	SS	EO	Alpha One	Indep. Living for Portland New Americans w/ Disabilities	\$75,000	21.13	21.25	17.88	4.25	64.50			\$0

Total Social Services	\$1,173,800				\$0
Total Social Services Available	\$626,625	<b>Subtotal:</b>	<b>\$626,625</b>	\$626,625	
<b>ALL CDBG REQUESTS TOTAL</b>	<b>\$3,897,332</b>	<b>Allocation Total:</b>	<b>\$1,838,448</b>	<b>\$2,008,448</b>	<b>\$0</b>

**2017-2018 HOUSING PROGRAM BUDGET HUD Final Allocation Date:**

Recommended by HC (3-0) February 8, 2017  
Approved by Council April 5, 2017

Total HUD HOME Entitlement Allocation	832,642
Portland Portion	427,145
County Portion	322,233

**REVENUES- Housing Programs**

	HOME	CDBG	HDF**	LEAD Safe Housing Program Income***	Housing Trust Fund***	TOTAL BUDGET
2017-18 HOME Consortium Admin (10% of allocation)	83,264					83,264
2017-18 HOME Consortium Programming	427,145					427,145
2016-17 HOME Program Income	200,000					200,000
Re-Allocated HOME Funds (funding from previous years)						0
2017-18 CDBG Administration						0
2017-18 CDBG Programming						0
2017-2018 Housing Trust Fund					468,551	468,551
2016-17 HDF Program Income			362,113			362,113
2016-17 Lead Safe Housing Program Income				170,866		170,866
<b>REVENUE TOTALS (Portland)</b>	<b>710,409</b>	<b>0</b>	<b>362,113</b>	<b>170,866</b>	<b>468,551</b>	<b>1,711,939</b>

**EXPENDITURES SUMMARY= Housing Programs**

	HOME	CDBG	HDF**	LEAD Safe Housing Program Income***	Housing Trust Fund***	TOTAL BUDGET
<b>Administration</b>						133,612
HOME Admin Allocation (2017-18)	83,264					
HDF/CDBG Housing Staff (2017-18)			50,348			
<b>Programming</b>						1,578,327
HOME Consortium (2017-18)	427,145					
HOME Program Income (2016-17)	200,000					
Re-Allocated HOME Funds						
CDBG Programming (2017-18)						
Housing Trust Fund (2017-18)					468,551	
HDF Program Income (2016-17)			311,765			
LEAD SAFE HOUSING Program Income (2016-17)				170,866		
<b>EXPENDITURES SUMMARY TOTALS (Portland)</b>	<b>710,409</b>	<b>0</b>	<b>362,113</b>	<b>170,866</b>	<b>468,551</b>	<b>1,711,939</b>

**2017-18 HOUSING Budget by Activity (Portland)**

	HOME	CDBG	HDF**	LEAD Safe Housing Program Income***	Housing Trust Fund***	TOTAL BUDGET
Administration PL1801/QS1801	103,264		50,348			153,612
Housing Rehabilitation (30 Units @ \$15,000/unit) QM1800/QB1800	150,000		311,765			461,765
Homeownership Assistance QJ1800	0					0
Tenant-Based Rental Assistance QT1801	130,000					130,000
Affordable Housing Development QK1800/IN1114	255,954				468,551	724,505
CHDO QL1800	71,191					71,191
Lead Safe Housing PLL036	0			170,866		170,866
	710,409	0	362,113	170,866	468,551	1,711,939

\*\* Balance of Previously Budgeted Amounts + New Revenue

\*\*\* Balance of Previously Budgeted Amount

**2017-18 HOME Consortium COUNTY - approved by MOC on (date)**

County HOME Program budget provided for reference only;

Allocation of County funds is done by the County's Municipal Oversight Committee

**REVENUES- Housing Programs**

	HOME Consortium
2017-18 HOME Consortium Non-Portland Programming	322,233
2016-17 HOME County Program Income	
	322,233

**2017-18 HOUSING Budget by Activity**

	HOME County
Housing Rehabilitation (15 projects @ \$15,000/project) QP1800	103,295
Home Ownership QQ1800	
Affordable Housing Development QD1800	165,233
CHDO QR1800	53,705
	322,233

## Emergency Solutions Grant 2013-2018

Program	ESG Budgeted Funding Amount by Fiscal Year					
	FY 12-13	FY 13-14	FY 14-15	FY 15-16	FY 16-17	FY 17-18
Operations: Homeless Health	\$37,582	\$28,993	\$35,391	\$0	\$0	\$0
Essential Services: Family Shelter	\$28,327	\$21,853	\$26,675	\$28,327	\$28,327	\$28,327
Homeless Prevention: Family Shelter	\$28,326	\$21,853	\$26,675	\$52,369	\$52,369	\$52,369
Homeless Prevention: Oxford Street	\$12,242	\$8,972	\$10,952	\$13,800	\$13,244	\$13,244
Rapid Rehousing: Oxford Street	\$48,966	\$35,888	\$43,807	\$55,200	\$55,200	\$55,200
Administrrtation and HMIS	\$12,603	\$5,600	\$6,838	\$12,138	\$12,092	\$12,092
<i>Total (Actual)</i>	\$168,046	\$123,159	\$150,338	\$161,834	\$161,232	\$161,232
<i>Admin/HMIS cap</i>	\$12,603	\$9,237	\$11,275	\$12,138	\$12,092	\$12,092.40

## Explanation

Operations: Homeless Health	This program is no longer administered by the City of Portland
Essential Services: Family Shelter	Funds pay for staff who provides housing assistance by seeking affordable units, applying for eligible subsidies and accessing transitional housing opportunities and follow-up case management services by assisting with budgets, tenant/ landlord negotiations, and connecting to area resources.
Homeless Prevention: Family Shelter	Funds pay for staff who assist in preventing family homelessness. Services include advocating with their town of residency, landlord/tenant negotiations and family reunifications.
Homeless Prevention: Oxford Street Shelter	Funds pay for staff who assist in preventing individuals from becoming homeless and providing necessary case management and referrals.
Rapid Rehousing: Oxford Street Shelter	Funds pay for staff who assist persons who have become homeless by quickly moving them into permanent housing and providing the necessary case management and referrals the individual needs.
Administration and HMIS	Funding goes to pay for licenses to use HUD's Homeless Management and Information System. Licenses are provided by Maine Housing.