

# Community Development Commission

## Summary of 2014 Annual Internal Review

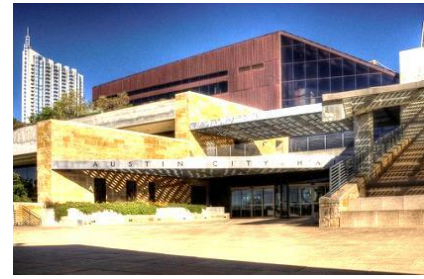


Community Development Commission Meeting  
November 10, 2015

# Mission Statement

**To advise the Council in the development and implementation of programs designed to serve the poor and the community at large with emphasis on federally funded programs.**

# 2014 Recommendations to City Council



- **Source of Income Protection** – Recommendation 20140812-03a
- **Code Approach Alternatives and Annotated Outlines for CodeNEXT** – Recommendation 20140909-04a
- **S.M.A.R.T. Housing** (Resolution 20140410-026) – Recommendation 20140909-04c
- **Cesar Chavez Foundation Partnership with Austin Housing Finance Corporation** – Recommendation 20141014-04a
- **Change Responsible Organization for St. John Neighborhood Election of CDC Representative** – Recommendation 20141014-05d
- **Micro Unit Code Amendment** – Recommendation 20141209-04b



# 2014 Public Hearings

- **Fiscal Year 2014-15 Action Plan**
- **Fiscal Year 2014 Community Services Block Grant Budget**
- **Fiscal Year 2014-19 Consolidated Plan**
- **Fiscal Year 2015 Community Services Block Grant Budget and Action Plan**





# Other Actions in 2014

- **Appointment to Housing Bond Review Committee**
- **Micro Unit Code Amendment (not approved)**
- **Emergency Tenant Relocation Plan**



# Federal Reporting

**Action Plan for Housing and Urban Devt. (HUD) Funding.**

Conduct public hearings as outlined in the Citizens Participation Plan and approve recommendation to forward to Council for their consideration.

**Consolidated Annual Performance and Evaluation Report (CAPER).** Hear presentation on report as required by the CDC's mission statement.

**Community Services Block Grant Budget and Community Action Plan.** Conduct public hearings as required by the US Department of Health and Human Services and the Texas Administrative Code, and approve budget and action plan.



# 2015 Goals and Objectives

**The CDC's goals and objectives for 2015 correspond to one of Imagine Austin's Guiding Principles to "develop as an affordable and healthy community." This includes the sixth Imagine Austin Priority Program: "household affordability throughout Austin."**

# City Policy & Program Areas of Interest

**Preservation of low- and moderate-income housing.** Continue to work with stakeholders, non-profits, and other organizations to ensure the preservation of low- and moderate-income housing remains a City priority.

**Imagine Austin Comprehensive Plan.** Continue to receive briefings, monitor the plan, and complete work as directed by Council.

**CodeNEXT.** Continue to work with the City to ensure that affordable housing incentives and policies are given consideration in land development code update process.

**Planned Unit Developments.** Continue to monitor and review revisions in the development of PUDs so that they include input for opportunities to include low- income housing.

**Transit Oriented Districts.** Continue to monitor the development of TODs around Austin for opportunities to build low-income housing.



# City Policy & Program Areas of Interest

**Vertical Mixed Use.** Continue to monitor the density bonus so that the correct amount of affordable housing is created.

**Food Deserts.** The Neighborhood Centers Working Group will continue to work with EGRSO and HHSD to bring ideas and recommendations to the full CDC for consideration.

**Rental Registry.** Continue to monitor the implementation of the pilot program. Continue to work with Code Compliance and others to develop a strategic policy for ensuring low- and moderate-income housing is maintained and remains safe for residents.

**Tenant Relocation Policy.** Continue to work with the City, stakeholders, non- profits and others to develop a tenant relocation policy that ensures low-income residents who must relocate are given the needed resources and help to establish themselves in a new home.

# City Planning Initiatives of Interest

**Downtown Austin Plan.** Continue to receive briefings, monitor the plan, and complete work as directed by Council.

**University Neighborhood Overlay (UNO).** Continue to work with the Planning Commission to forward recommendations as directed by Council.

**East Riverside Corridor Plan.** The CDC will continue to monitor and participate in the development on this corridor plan especially as it pertains to the development of affordable housing.

**Holly Good Neighbor Program.** Continue to work on the charge to discuss the future funding of the Holly Good Neighbor Program, how funds might be reallocated; and how to educate residents about the program.

# City Planning Initiatives of Interest

**Rainey Street Sub-district**. Continue to work to initiate amendments to the City Code that are necessary to ensure affordable housing in the Rainey Street Sub-district.

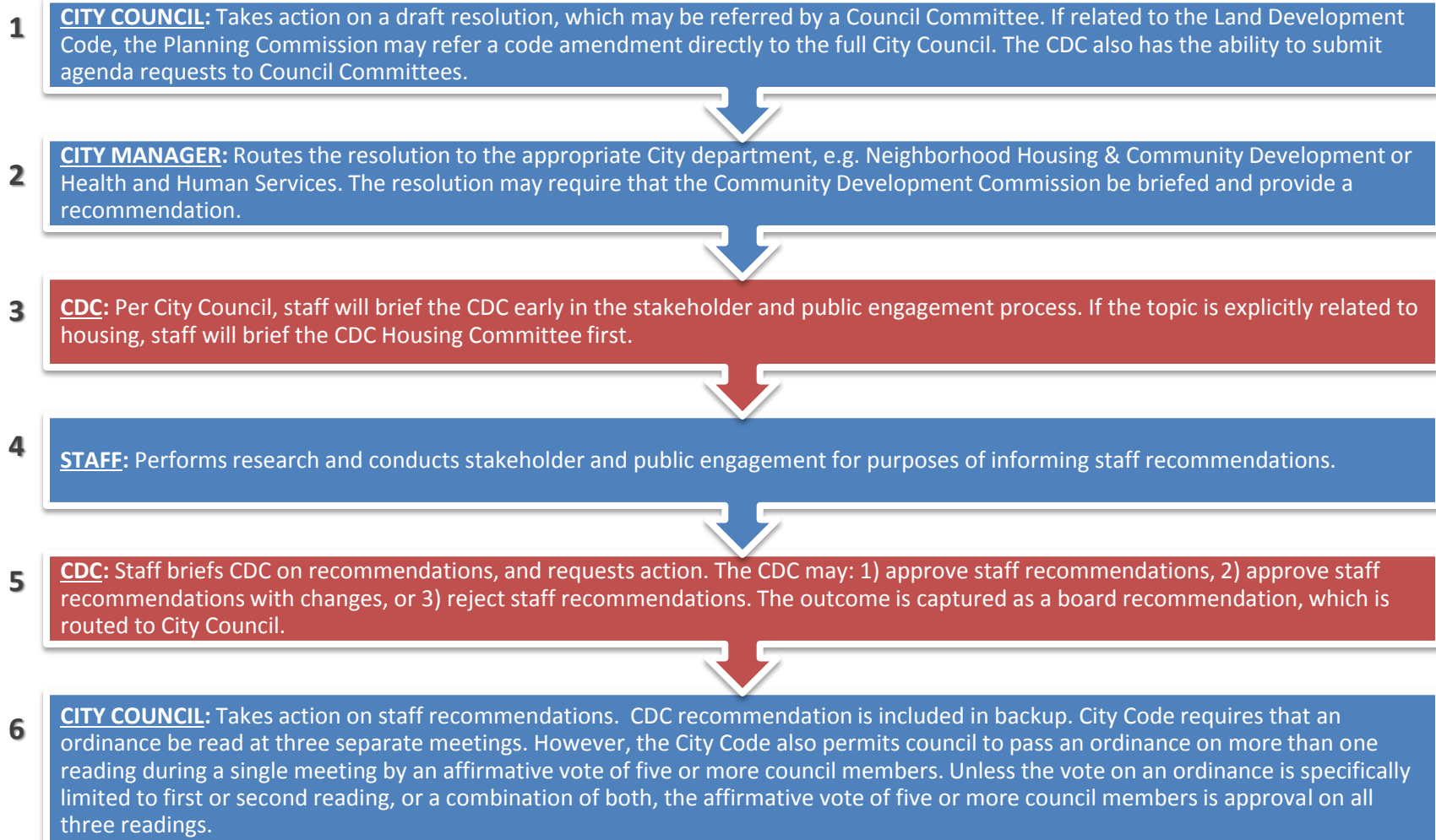
**Housing Sighting Policy and Geographic Dispersion**. The CDC will continue to work on this issue as directed by Council.

**Community Land Trusts**. The CDC will continue to monitor legislation for any changes in the creation of CLTs, and monitor the development of CLTs in Austin.

**Homestead Preservation Districts**. The CDC will continue to monitor the impact of HB 3350 for any changes in the creation of CLTs, and monitor the development of CLTs in Austin.

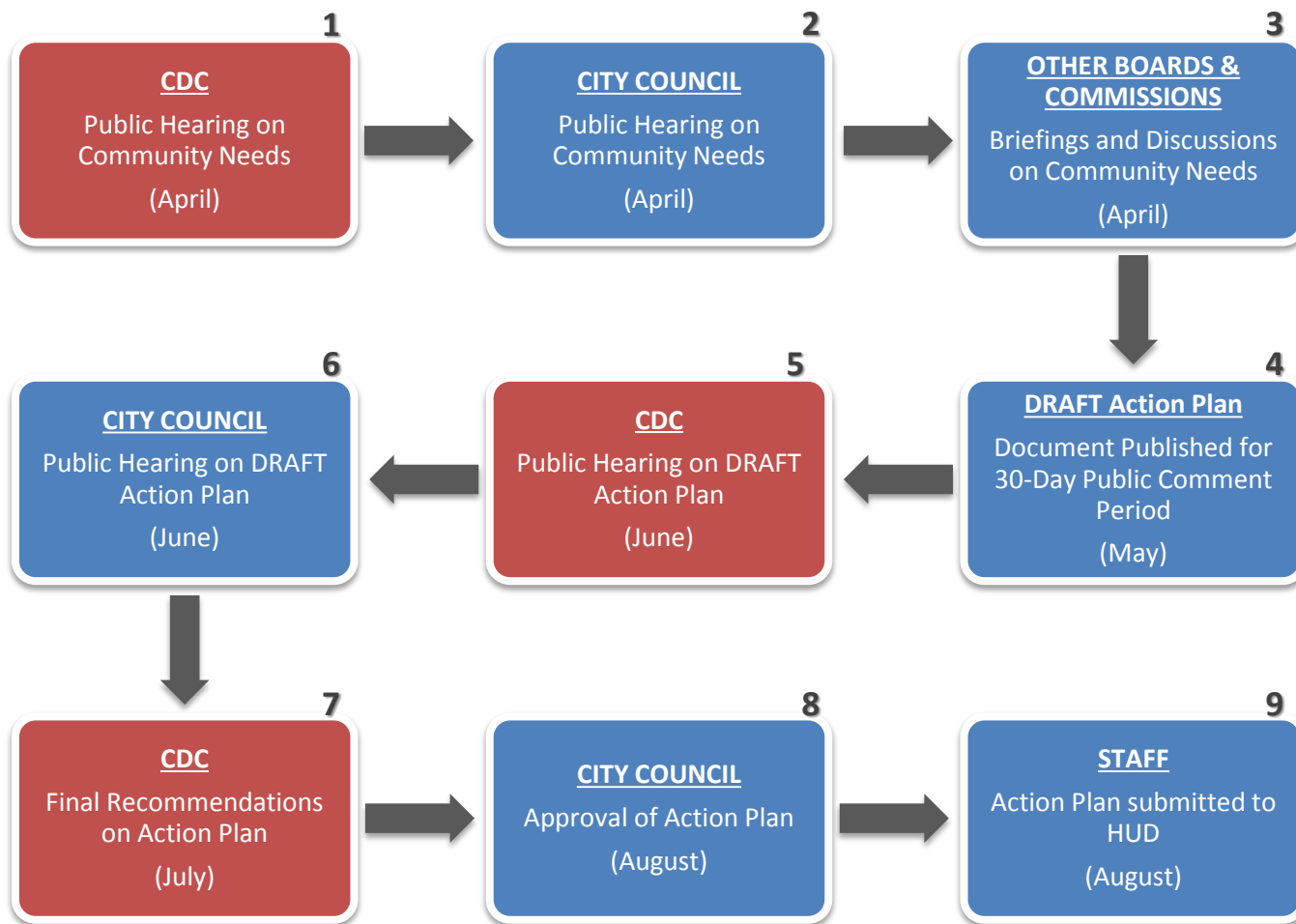
# Process Flow Example: Policy Proposal

**Description:** One of the CDC's responsibilities is to make recommendations to the Austin City Council on policy proposals. The illustration below depicts the possible sequence of events whereby an issue is routed to the CDC for input. It is not exhaustive of every possible scenario, but is provided here for information purposes.



# Process Flow Example: City of Austin Action Plan

**Description:** Per the City of Austin's Citizen Participation Plan, one of the CDC's responsibilities is to conduct public hearings and make recommendations to City Council on federal formula grant applications. The illustration below depicts milestones associated with development of the annual Action Plan, which serves as the City's application to access federal formula dollars. The process begins in March and concludes with submission of the Action Plan to the U.S. Department of Housing and Urban Development in August.



# Excerpts from the Boards & Commissions Ethics Training

Presented by:

Office of the City Clerk

City of Austin, Texas

2015

# Protocols: Minimum Standards of Conduct

- A City board member may not:
  - formally appear before the board of which he/she is a member while acting as an advocate for himself/herself, or for any other person, group, or entity;
  - represent a private person or entity in an action in municipal court that was instituted by or arises from a decision of the member's board;
  - solicit or accept a gift or favor that might reasonably tend to influence the member in discharging his/her duties, or that the member should know has been offered with intent to influence or reward official conduct;

# Protocols: Minimum Standards of Conduct

- A City board member may not:
  - transact any business in the member's official capacity with any entity in which the member has a "substantial interest;"
  - solicit or accept employment that could reasonably be expected to impair the member's independence in judgment or the member's performance of city duties;
  - have a financial interest, direct or indirect, in any contract resulting from a solicitation that the member has been involved in the development, evaluation, or decision-making process of;



# Protocols: Minimum Standards of Conduct

- A City board member may not:
  - use City facilities, personnel, equipment or supplies for private purposes, except to the extent those things are available to the public;
  - accept paid campaign work relating to a ballot proposition if the member's board exercised discretionary authority with respect to the proposition and the member participated in the board's discussion or vote.

# Protocols: Conflicts of Interest

- Definition: When your personal interests intrude on your ability to adhere to the highest standards in your decision making, or if it would appear so to an observer, you have a conflict of interest.
- Conflicts can arise in a number of ways:
  - financial relationships
  - occupational concerns
  - personal relationships
- To state it simply, if there is a conflict between your personal interests and your public duties – even if it just looks that way – you have a conflict of interest.

## ... but “C of I” is not a 4-letter word

- The “conflict of interest” label is quite often misunderstood:
  - Anyone can have a conflict of interest.
  - A conflict is merely a situation that exists.
  - The existence of a conflict of interest does not say anything about the personal honesty of an individual, or whether the individual will be influenced by the conflict.
  - A conflict of interest does not imply that a person has done something wrong.
  - Not every conflict of interest requires a “barring” action.

# Protocols: Assessing Conflicts of Interest

Consider the following:

- Do I personally stand to lose or gain anything substantial because of my decision?
- Do I have a close personal or financial relationship with an interested party?
- Have I received a gift or hospitality from anyone who stands to gain or lose from this decision?
- Will this influence any future opportunities for me?
- How would I feel if a story about my connection with this issue appeared in the media?
- How would I feel if the public or my colleagues found out about my personal connection to this issue?

# Protocols: Responsibility for Assessing Conflicts of Interest

- It is ultimately the personal responsibility of each board member to be aware of all relevant rules and to comply with them.
- Another person (i.e. the City Clerk, the City Attorney, the Council Member who appointed you) does not make the decision as to whether you have a conflict for which you must recuse. You do.
- Evaluation of whether a conflict exists requires close scrutiny by you of your own relationships and financial affairs.