



## **Annual Internal Review**

**This report covers the time period of 7/1/2016 to 6/30/2017**

(This report is in accordance with Ordinance No. 20141211-204 and is due July 31, 2016.)

### **Community Development Commission (CDC)**

**The Community Development Commission mission statement (per the City Code) is:**

The purpose of the board is to advise the council in the development and implementation of programs designed to serve the poor and the community at large with an emphasis on federally funded programs.

- 1. Describe the board's actions supporting their mission during the previous calendar year. Address all elements of the board's mission statement as provided in the relevant sections of the City Code.**

### **RECOMMENDATIONS TO CITY COUNCIL**

#### **Fiscal Year 2016-17 Action Plan – Recommendation 20160712-05a**

On July 12, 2016, the CDC approved a recommendation to approve the City's Fiscal Year 2016-17 Action Plan with edits outlined in the change log. The CDC also recommended allocating an additional \$500,000 from the Housing Trust Fund to the Home Repair Program.

#### **Cactus Rose Mobile Home Park – Recommendation 20160712-05b**

On July 12, 2016, the CDC approved a recommendation that City Council pursue emergency rezoning of the Levander Loop (also known as Gardner Road) site, designate it as a site for the relocation of Cactus Rose Mobile Home Park residents, and expedite the development of the site for those residents. The CDC further recommended that City Council deny the rezoning of the Cactus Rose site requested by the developer, unless the developer honors the Cactus Rose residents' plan to: 1) Remain on site, and that the developer accommodate them by constructing a new mobile home park there, and provide the residents with new or used mobile homes funded by the developer, or; 2) That City staff provide suitable City-owned land where the residents can relocate as a whole community to a new site within a 2.5-mile radius of the existing mobile home park, with funding for new or used trailers

provided by the developer, and with the City providing the land as a Community Land Trust.

**Tenant Relocation Policy – Recommendation 20160712-05c**

On July 12, 2016, the CDC approved a recommendation that City Council review recommendations by Heather Way, dated July 12, 2016, entitled, “City of Austin’s Proposed Tenant Relocation Assistance Ordinance, Outline of Issues and Suggested Changes, Second Draft of Ordinance,” and incorporate the changes recommended in that document, where appropriate, into the Draft Tenant Relocation Assistance Ordinance.

**June 6, 2016 Draft Austin Strategic Housing Plan – Recommendation 20160809-06b**

On August 9, 2016, the CDC approved a recommendation that City Council consider a list of proposed changes to the June 6, 2016, Draft Austin Strategic Housing Plan.

**Nexus Study on Linkage Fee Structure – Recommendation 20160913-05**

On September 13, 2016, the CDC approved a recommendation to support Resolution 20160616-035 to identify funds for, and proceed to conduct, a nexus study to determine a linkage fee structure to advance affordable housing in Austin.

**Cactus Rose Mobile Home Park – Recommendation 20161011-05**

On October 11, 2016, the CDC approved a recommendation to reaffirm its Recommendation 20160712-05b, in support of the Cactus Rose Mobile Home Park community. Additionally, the CDC recommended that City Council direct the City Manager to work with the Cactus Rose community to expeditiously secure a site such as city owned property at Levander Loop or privately owned property to which the community can relocate.

**Updated Draft Austin Strategic Housing Plan – Recommendation 20170110-05a**

On January 10, 2017, the CDC approved a recommendation outlining amendments to the 2016 draft Austin Strategic Housing Plan.

**Passive House and Affordable Housing – Recommendation 20170110-05b**

On January 10, 2017, the CDC approved a recommendation that City Council study Passive House certification for all new affordable housing development, and initiate a study evaluating Austin's multifamily affordable housing buildings, including public housing, for the potential energy savings benefits of retrofitting.

**Brownfields Recommendation – Recommendation 20170207-03b**

On February 7, 2017, the CDC approved a recommendation that City Council: require an Environmental Site Assessment for all city funded or permitted

affordable housing development, without exception, or for projects for which the City Council passes a resolution of no objection; expeditiously publish, in print and on the internet, publicly available maps of all brownfield sites located within the city limits and the city's Extraterritorial Jurisdiction (ETJ); update these maps annually; and, establish a Brownfield Revitalization Committee within the Joint Sustainability Committee dedicated to making policy recommendations.

**CSBG Organizational Standards and Neighborhood Services Unit Strategic Plan – Recommendation 20170314-04b**

On March 14, 2017, the Community Development Commission (CDC) recommended approval of the Community Services Block Grant (CSBG) Organizational Standards and Neighborhood Services Unit Strategic Plan.

**CDC Response to Fiscal Year 2017-18 Action Plan Community Needs Assessment process – Recommendation 2017411-3a**

On April 11, 2017, the Community Development Commission (CDC) recommended that the City utilize CDBG funds and Housing Trust funds to provide assistance to mobile home/manufactured home residents who are being displaced from their homes due to re-development of mobile/manufactured home sites.

**CDC Recommendation on Mobile Home/Manufactured Home Parks – Recommendation 20170411-05**

On April 11, 2017, the CDC recommended that Austin City Council take the following actions:

- declare mobile home park evictions to be an emergency eligible for expedited permitting and development review,
- direct the City Manager to prepare the entirety of the Levander Loop property set aside as affordable housing for use as a mobile home park.
- set aside the property as a Community Land Trust,
- require that the mobile home park be managed by a local non-profit organization upon completion, and
- direct the City Manager to investigate ways to preserve or create housing opportunities where existing parks may cease to exist.

**Recommendation on the Preservation of the Montopolis School for Negro Children – Recommendation 20170613-04d**

On June 13, 2017, the CDC recommended that Austin City Council:

- Support the Montopolis Community's desire to preserve and protect the school property in its entirety, to include the historic school building as well as the surrounding cultural landscape of which the school building is an integral part, which includes the property the city obtained via eminent domain, and

- Initiate historic zoning for the school property and its surrounding cultural landscape, which includes the former church property located at 408 Montopolis Drive.

**Recommendation regarding the Mayor’s Task Force on Institutional Racism Recommendations – Recommendation 20170613-06**

On June 13, 2017, the CDC recommended that Austin City Council accept and embrace all of the recommendations of the Mayor's Task Force on Institutional Racism, particularly the recommendations of the task forces on real estate and housing, as well as public health. In addition, the CDC recommended that Council prioritize key tasks described in the recommendation.

**PUBLIC HEARINGS**

**Fiscal Year 2017 CSBG Budget and Action Plan**

On October 11, 2016, the CDC held a public hearing to receive comments on the proposed Fiscal Year 2017 CSBG Budget and Action Plan.

**Fiscal Year 2017-18 Draft Action Plan**

On April 11, 2017, the CDC conducted a public hearing on community needs in order to develop the annual Fiscal Year 2017-18 Draft Action Plan.

**Fiscal Year 2017-18 Draft Action Plan**

On June 13, 2017, the CDC conducted a public hearing to receive comments on the Fiscal Year 2017-18 Draft Action Plan.

**OTHER ACTIONS**

**Selection of Community Services Block Grant (CSBG) Governance Working Group**

On February 9<sup>th</sup>, 2016, the CDC approved a motion to form a CSBG Governance Working Group to further explore the structure of the CDC. Commissioners Lottie Dailey, Fred McGhee and Rosanne Singer were appointed to serve on the working group.

**Selection of Community CDC Bylaws Working Group**

On December 13, 2016, the CDC approved a motion to form a CDC Bylaws Working Group to collaborate with Health and Human Services (a.k.a. Austin Public Health) staff in addressing issues related to the CDC bylaws and the Texas Department of Housing and Community Affairs reporting process. Commissioners Lottie Dailey, Fred McGhee and Ana Villalobos were appointed to serve on the working group.

**Approval of the proposed Fiscal Year 2017 - 2018 CSBG Budget**

On October 11, 2016, the CDC approved the proposed Fiscal Year 2017 - 2018 CSBG Budget and Community Action Plan.

**Resignation of Commissioner McHorse**

On December 13, 2016, Commissioner McHorse resigned from his seat on the CDC.

**Appointment to CDC Housing Committee**

On February 7, 2017, the CDC approved a motion to appoint Commissioners A. Villalobos to serve on the CDC Housing Committee.

**Election of Officers**

On April 11, 2017, the CDC approved a motion to appoint Chair Gilbert Rivera and Vice Chair Joe Deshotel to continue in their respective leadership positions on the board.

**Appointment to the CDC**

On April 11, 2017, the CDC welcomed Commissioner Bertha Delgado to the board as the representative for East Austin.

**Appointment to South Central Waterfront Advisory Board (SCWAB)**

On May 9, 2017, the CDC approved a motion to appoint Susana Almanza to serve on the SCWAB.

***OTHER REPORTS, BRIEFINGS, PRESENTATIONS, UPDATES MADE TO CDC***

- Briefing, discussion and possible action on the Fiscal Year 2016-2017 Draft Action Plan (July 12, 2016)
- Discussion and possible action on Cactus Rose Mobile Home Park and City of Austin's Levander Loop site (July 12, 2016)
- Discussion and possible action on Tenant Relocation Policy (July 12, 2016)
- Presentation, discussion and possible action on the 2016-17 Annual Internal Review Report, including the CDC's 2016-2017 goals and objectives (July 12, 2016)
- Briefing on the National Housing Trust Fund (August 9, 2016)
- Presentation, discussion and possible action on the Fiscal Year 2016-2017 Draft Austin Strategic Housing Plan (August 9, 2016)
- Presentation and discussion on public housing in Austin (August 9, 2016)
- Discussion and possible action on linkage/impact fees (September 13, 2016)
- Presentation and discussion on brownfield recovery (September 13, 2016)
- Briefing, discussion and possible action regarding a Request for Council Action related to amending City Code Section 2-1-127 to meet CSBG tripartite requirements (September 13, 2016)

- Discussion and possible action on Cactus Rose Mobile Home Park (September 13, 2016)
- Briefing and discussion on the Mobility Bond (September 13, 2016)
- Presentation on Mueller’s Annual Affordable Housing Report (September 13, 2016)
- Possible action to approve the CSBG proposed Fiscal Year 2017 Budget and Community Action Plan (October 11, 2016)
- Briefing, discussion and possible action regarding a Request for Council Action related to amending City Code Section 2-1-127 to meet CSBG tripartite requirements (October 11, 2016)
- Discussion and possible action on Cactus Rose Mobile Home Park (October 11, 2016)
- Briefing and discussion on the Mobility Bond (October 11, 2016)
- Presentation on Mueller’s Annual Affordable Housing Report (October 11, 2016)
- Briefing, discussion, and possible action regarding revision of the CDC bylaws related to changes in City Code Section 2-1-127 (December 13, 2016)
- Presentation, discussion and possible action on the updated Draft Austin Strategic Housing Plan (December 13, 2016)
- Discussion and possible action on an affordable housing, sustainability, and high performance construction (December 13, 2016)
- Update from the Housing Bond Review Committee (December 13, 2016)
- Briefing, discussion and possible action on scope of work for Affordable Housing Nexus and Tenant Relocation Fee Nexus Studies (January 10, 2017)
- Presentation from Austin/Travis County Reentry Roundtable on criminal history barriers to affordable housing (January 10, 2017)
- Briefing and discussion on renovations to the Rosewood-Zaragosa Clinic (February 7, 2017)
- Briefing on the 2015 – 2016 Consolidated Annual Performance and Evaluation Report (CAPER) (February 7, 2017)
- Briefing and discussion on Future Facilities of Austin Public Health – an overview of the Fiscal Year 2017 Proposed Bond Program (February 7, 2017)
- Briefing, discussion and possible action related to the CSBG Organizational Standards and Neighborhood Services Unit Strategic Plan (Maria Allen, Manager, Neighborhood Services Unit, Austin Public Health Department) (March 14, 2017)
- Presentation on Building a Healthy Community: 2017 Central Health Update (Central Health Staff) (March 14, 2017)
- Presentation on Tools for Change (Maddie Sloan, Texas Appleseed, and Commissioner Rocio Villalobos) (April 11, 2017)
- Presentation on the South Central Waterfront Plan, and action to nominate a representative from the Community with expertise in affordable housing to the South Central Waterfront Advisory Board (April 11, 2017)
- Briefing from the Real Estate and Housing Work Group of the Mayor’s Task Force on Institutional Racism and Systemic Inequities (May 9, 2017)

- Presentation, discussion and possible action on CodeNEXT (CodeNEXT staff, consultants, and Code Advisory Group members) (May 9, 2017)
- Presentation on the Equity Assessment (Brion Oaks, City of Austin Equity Officer) (June 13, 2017)
- Briefing on the Draft FY 2017-18 Action Plan and Timeline (NHCD staff) (June 13, 2017)

**2. Determine if the board’s actions throughout the year comply with the mission statement.**

All actions of the CDC throughout the year complied with their mission statement.

**3. List the board’s goals and objectives for the new calendar year.**

- a. Advise Council on tools to support the Homestead Preservation District(s), with emphasis on preservation of existing affordable housing stock and deep affordability (60% MFI and lower).
- b. Encourage a more “regional” approach to delivery of human services, especially to underserved areas where a physical site doesn’t exist; research and advise City Council on a plan to enhance service delivery to the poor who lack access to a physical site.
- c. Where appropriate, encourage City/County partnerships in order to enhance delivery of services to the poor.
- d. Austin Strategic Housing Plan: Make recommendations on affordable housing plans, including unique funding mechanisms, strategies and revenue streams.
- e. Advise Council on, and grow the list of, outreach strategies to promote City-funded and grant-funded programs to the public, and seek more community involvement. Function as an advocacy group to empower and engage the citizens the CDC represents.
- f. Continue to monitor and make recommendations on Tenant Relocation Policy to include mobile home residents.
- g. Monitor and make recommendations on affordable housing incentive programs such as Vertical Mixed Use, Community Land Trust, Multi-family 6 and others to be determined.
- h. Facilitate filling vacant seats on the CDC.
- i. Explore and provide recommendations to Council on how public housing can help to solve Austin’s affordability crisis.
- j. Permanent Supportive Housing (PSH): Work with City staff to ensure that the goal of adding 400 new PSH units by 2019 is accomplished.
- k. Monitor and make recommendations on ending homelessness, including helping to address the “downtown puzzle” and permanent supportive housing.
- l. Make recommendations to City Council regarding *sustainability* in affordable housing, in terms of mitigating environmental impacts and making building code improvements to produce measurable energy efficiency outcomes (like the “passive house” model).



- m. Require and monitor quarterly reports on function and productivity of all affordable housing programs from NHCD staff.
- n. Monitor and make recommendations on CodeNEXT.
- o. Develop a study investigating the scope and scale of residential displacement and evictions in Austin.
- p. Monitor and make recommendations regarding the City's 2018 Bond Election.

### **CITY PLANNING INITIATIVES**

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

### **FEDERAL REPORTING**

- **Fiscal Year 2017 - 18 Action Plan** Conduct public hearings as outlined in the Citizens' Participation Plan and approve recommendation to forward to Council for their consideration.
- **Fiscal Year 2015-16 Consolidated Annual Performance and Evaluation Report (CAPER)** Hear presentation on report as required by the CDC's mission statement.
- **Fiscal Year 2016 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.



**Community Development Commission –  
Housing Committee (CDC-HC)**

**This report covers the time period of 7/1/2016 to 6/30/2017**

**The Community Development Commission – Housing Committee mission statement is:**

The committee shall explore in depth policy issues related to affordable housing, community development and other issues as assigned to the committee.

- 1. Describe the board’s actions supporting their mission during the previous calendar year. Address all elements of the board’s mission statement as provided in the relevant sections of the City Code.**

***RECOMMENDATIONS TO THE FULL CDC AND/OR CITY COUNCIL***

**Inclusionary Zoning - Recommendation 20160614-7b**

On June 14, 2016, the CDC approved Recommendation 20160614-7b, advocating the use of inclusionary zoning throughout Austin, for consideration by the full CDC and City Council.

**Recommendations to the full CDC regarding CodeNEXT**

On April 11, 2017, the CDC Housing Committee approved and forwarded a letter containing a list of concerns and suggestions regarding CodeNEXT to the full CDC for consideration and possible action.

**Recommendation to the full CDC on Levander Loop**

On April 11, 2017, the CDC Housing Committee approved a recommendation on Levander Loop, and forwarded it to the full CDC for consideration and possible action.

***OTHER ACTIONS***

**Resignation of Commissioner McHorse**

On December 13, 2016, Commissioner McHorse resigned from his seat on the CDC Housing Committee.

**OTHER REPORTS, BRIEFINGS, PRESENTATIONS, UPDATES MADE TO CDC**

- Discussion and possible action regarding S.M.A.R.T. Housing and fee waivers, revisited (June 14, 2016)
- Discussion and possible action on Cactus Rose Mobile Home Park and City of Austin’s Levander Loop site (July 12, 2016)
- Discussion and possible action on the Draft Austin Strategic Housing Plan. A list of recommendations was generated and forwarded to the full CDC for action. (August 9, 2016)

- Update on City Council’s direction regarding the density bonus programs (August 9, 2016)
- Update on Planning Commission’s proposed changes to MF-6 zoning and City Council Resolution 20160616-035 regarding affordable housing. (August 9, 2016)
- Update on City Council’s direction regarding fees-in-lieu and density bonus programs (September 13, 2016)
- Update on Planning Commission’s proposed changes to MF-6 zoning and City Council Resolution 20160616-035 regarding affordable housing (September 13, 2016)
- Presentation, discussion and possible action on the updated draft Austin Strategic Housing Plan (December 13, 2016)
- Discussion and possible action on CodeNEXT (April 11, 2017)
- Discussion on procedures and practices related to multi-family compliance (May 9, 2017)
- Discussion and possible action on CodeNEXT (May 9, 2017)

**2. Determine if the board’s actions throughout the year comply with the mission statement.**

All actions of the CDC throughout the year complied with their mission statement.

**3. List the board’s goals and objectives for the new calendar year.**

The committee shall explore in depth policy issues related to affordable housing, community development and other issues as assigned to the committee.