



# Fifth Program Year Action Plan

The CPMP Fifth Annual Action Plan includes the [SF 424](#) and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

## Narrative Responses

### GENERAL

#### Executive Summary

The Executive Summary is required. Include the objectives and outcomes identified in the plan and an evaluation of past performance.

Program Year 5 Action Plan Executive Summary:

The City has been allocated \$265,038 in year four funding and plans to use \$238,535 of year five funding to begin implementation of a strategic neighborhood action plan, using the funds for housing rehabilitation for income qualified families, eligible infrastructure improvements, and eligible code enforcement activities. All activities will take place in income-qualified neighborhoods within the city. The remaining \$26,503 will be used for program administration and updating the consolidated plan.

The outcome will provide a suitable living environment. The general outcome will be sustainability for the purpose of creating suitable living environments for the affected families.

The following excerpts from the Consolidated Plan identify the following key findings of need related to this project:

“Other key consolidated plan research findings cover Lewiston’s economic climate:

- There are concentrated areas of poverty;
- There is a persistent level of unemployment for certain segments of the population;
- There are barriers to economic development such as lack of available sites and ‘occupancy ready’ buildings for new or expanding firms.

#### General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.
2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a)(1)) during the next year and the rationale for assigning the priorities.
3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.
4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

Response 1. Assistance in program year five will be directed to lands located in Census Tract 9907, an area historically underserved by public utilities and investment. This is an income qualified area identified in the City's consolidated plan. See attached maps.

Response 2. The project is included in the City Council Strategic Plan which targets funds throughout the community. The area is income qualified and suffers from disinvestment in particular areas, including housing, code enforcement and infrastructure. The project is consistent with the identified funding philosophy that will fund fewer but larger projects for more impact, emphasize bricks and mortar over one-time funding of public services to build a lasting asset and to recycle economic impact by funding projects that will enhance Lewiston's tax base and local employment.

Response 3. The greatest obstacle to meeting underserved needs is the lack of adequate funding. The City will continue to investigate all potential sources of funding for affordable housing and public service activities.

Response 4. The City actively seeks out partnerships with housing and social service providers to utilize a variety of federal, state and local funding sources to meet the needs identified in the consolidated plan. Most recently, the City is partnering with the YWCA to acquire real property for use as a homeless shelter for single women. The YWCA will provide services to the tenants using funds from a variety of sources, thus leveraging the limited financial resources available in our community. The City has actively supported low income housing tax credit projects sponsored by private developers. The City continues to work with Habitat for Humanity in providing land and financial support for development of owner-occupied housing for income qualified families. The CDBG funds used in these projects helps leverage significant investment by other community members and results in quality housing being built and creating a lasting asset for the property owner and community.

The City will actively work with the Nez Perce Tribe to assist tribal members living within the target area to participate in the program. This is part of our outreach to minorities in our community.

## **Managing the Process**

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.
2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.
3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Program Year 5 Action Plan Managing the Process response:

The City of Lewiston Community Development Department is responsible for administering the programs covered by the consolidated plan.

Numerous groups and organizations were consulted in the preparation of the consolidated plan with outreach from the City to the organizations. A list of those organizations is included within the approved consolidated plan. In addition, the City has worked with these organizations since the adoption of the consolidated plan to develop this and other projects.

## **Citizen Participation**

1. Provide a summary of the citizen participation process.
2. Provide a summary of citizen comments or views on the plan.
3. Provide a summary of efforts made to broaden public participation in the development of the consolidated plan, including outreach to minorities and non-English speaking persons, as well as persons with disabilities.
4. Provide a written explanation of comments not accepted and the reasons why these comments were not accepted.

\*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Program Year 5 Action Plan Citizen Participation response:

The City of Lewiston has an adopted citizen participation plan that was used in the development of the consolidated plan and this one year action plan. Included within this one year action plan is a listing of those people and organizations as well as their comments and the city's response.

Direct mail of the draft year five action plan was provided to the Community Action Partnership, the YWCA, the Nez Perce Tribe, and the Idaho Department of Health

and Welfare Region 2 Office. It was made available at numerous locations around the community consistent with the public participation plan. It was posted on the city's website and advertised twice in the newspaper. The public hearing before the City Council was televised live.

## **Institutional Structure**

1. Describe actions that will take place during the next year to develop institutional structure.

Program Year 5 Action Plan Institutional Structure response:

The City of Lewiston has a well established relationship with community based housing and social service groups in the city due to its track record of administering past HUD grants. Furthermore, the city has professional planning and engineering staff, management staff and grant administration staff to manage the project.

## **Monitoring**

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Program Year 5 Action Plan Monitoring response:

Earlier in the program year the City was in having problems with timely expenditure of the CDBG funds. The cause of the delay was identified, a remediation plan developed and implemented and the timeliness concern was successfully addressed. The city will use similar procedures (schedule, project management, accountability) to ensure the program requirements are met.

## **Lead-based Paint**

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

Program Year 5 Action Plan Lead-based Paint response:

The city has developed a process by which lead based paint is addressed in rehabilitation projects.

### **Lead Based Paint – City of Lewiston Response**

1. Upon notice by Todd Adkins of HUD on the concern about lead based paint in current projects the City notified recipients and contractors to cease work on project elements that may potentially affect lead based paint in the home.

2. The City sought out and contracted with a certified lead based paint compliance firm to evaluate those properties that may have lead based paint (approximately eight units). The evaluation will take place on Saturday, April 26 with a follow-up report provided to the City within ten days.
3. Based upon the findings contained in the report, the City, along with consultation with specialists in the field, will develop specific strategies to address lead based paint if found.
4. The City of Lewiston will provide information about lead based paint to program participants.
5. Planner John Murray of the City of Lewiston will be assigned the responsibility to oversee these efforts. Mr. Murray is the lead staff person on this component of the housing rehab efforts.
6. To ensure future compliance with this regulation the City has added this as an element on the environmental review checklist. In this manner, the City can evaluate this concern prior to project development.

## HOUSING

### Specific Housing Objectives

\*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.
2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 5 Action Plan Specific Objectives response:

The #1 goal in the adopted consolidated plan is 'promote healthy neighborhoods through quality housing and infrastructure.' Aside from the CDBG funding, the city will pursue other funding as available to support this goal. Through the project intended to be funded in year 3, the city supported the housing goal by providing potable water at sufficient volumes and pressure that it is usable for domestic and fire protection services. Without adequate water, the quality of life for the affected residents is significantly, and adversely, affected.

Using CDBG funds, the City is assisting eight income qualified homeowners in the rehabilitation of their homes. Further, the City has partnered with Habitat for Humanity in the acquisition of land for the construction of homes for income qualified families.

The city continues to participate in the quarterly housing forum which brings together housing providers to discuss needs and issues in our community. Through this participation, the city can identify appropriate responses to help address housing

needs in the city. The city also participates in the homelessness task force. Through these collaborative efforts the city reallocated year two funding to affordable housing and homelessness issues.

The use of year five funds for the proposed project will continue to add to a quality housing stock benefiting income-qualified families.

## **Needs of Public Housing**

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.
2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Program Year 5 Action Plan Public Housing Strategy response:

There is no public housing in Lewiston. The Section 8 housing voucher program is managed by the Idaho Housing and Finance Association (IHFA). The City is not a management partner in this matter.

## **Barriers to Affordable Housing**

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Program Year 5 Action Plan Barriers to Affordable Housing response:

The city reallocated year two funding to assist in the development of affordable housing and to increase the housing supply for the homeless population. The year four project is intended to improve living conditions for low-to-moderate income families, thus maintaining the affordability of their homes.

The city has taken, and will continue to take, a number of steps to remove regulatory barriers to affordable housing and housing affordability. They include: weekly meetings of the city departments involved in the development review process are held to review all new or on-going projects. The city encourages developers to attend the meetings so that the developers can answer questions for various agencies or departments and hear concerns 'from the horse's mouth.' Lewiston assists non-profit agencies seeking to develop and build affordable housing by undertaking actions that result in reduced permit and inspection fees; the city has established and published review timelines for plan review and subdivision approvals and reports on them monthly to the development community.

The city does not require any additional level of review for affordable housing developments nor are additional standards placed on such developments.

## **HOME/ American Dream Down payment Initiative (ADDI)**

1. Describe other forms of investment not described in § 92.205(b).
2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.
3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must:
  - a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
  - b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
  - c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
  - d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
  - e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a Federally designated Empowerment Zone or Enterprise Community.
  - f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.
4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives:
  - a. Describe the planned use of the ADDI funds.
  - b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
  - c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Program Year 5 Action Plan HOME/ADDI response:

Not applicable to Lewiston.

## HOMELESS

### Specific Homeless Prevention Elements

\*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state and local and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly-owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.
2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.
3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.
4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.
5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Program Year 5 Action Plan Special Needs response:

The City of Lewiston receives CDBG funds on an annual basis. Other organizations receive section 8 funds, emergency shelter funds and other resources to accomplish their mission. The City partners with these outside organizations to help them leverage these resources to do more with them. Projects included in year one and year two action plans are representative of these collaborative efforts. The city also supports private developers requests for low income housing tax credits.

Through the planning and consultative process the City of Lewiston has identified gaps and opportunities in providing safe and adequate shelter for the homeless population and those transitioning to permanent housing and independent living. The city will use a portion of the funds available to in under the CDBG program to help in meeting these needs. Examples of activities funded under this program include repair work to the homeless shelter, assisting in property acquisition for transitional housing and providing partial funding for land acquisition for construction of housing for low income families. Through these efforts the city helps other organization leverage greater funds from a variety of sources to meet the program and service needs of the homeless population by freeing up funds they would have used for these purposes. The City meets on a quarterly basis with the homelessness task force to track issues and needs of the homeless population and those agencies that

serve them so more permanent housing can be achieved. The annual or on-going need is determined through this consultative process.

The City of Lewiston consults on a regular basis with providers of services to the homeless, lower income families, and social service providers including the YWCA, Habitat for Humanity, Idaho Housing and Finance Association, Community Action Partnership, Idaho Department of Health and Welfare, North Central District Health Department, Nez Perce County, Interlink, and others as opportunity arise. Consultation results in identifying activities appropriate for the City to fund using CDBG funds, and identify partnerships that can be created to leverage limited resources.

This consultation identifies gaps, resources and opportunities among the many participants to address issues of homelessness, affordable housing, fair housing, and other relevant issues.

Discharge Policy - Not applicable to Lewiston.

### **Emergency Shelter Grants (ESG)**

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

Program Year 5 Action Plan ESG response:

The City of Lewiston does not receive these funds. Any funds used in the community are channeled through other housing providers.

## **COMMUNITY DEVELOPMENT**

### **Community Development**

\*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.
2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.

\*Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Program Year 5 Action Plan Community Development response:

See HUD table 2B in 'other narrative' section below that was developed as a part of the consolidated planning process which identify priority community development needs in our community. The project to be funded is identified as a high priority project.

Year three funding was being used to construct an expansion of the municipal water system to provide domestic water and fire protection to an area of the city not currently served by such a system. The length is approximately six blocks in length and consists of a system designed to meet the demand, designed in accordance with state and federal standards for such a system. The commercial operations and vacant land are also served. The vacant land is now more attractive for development now that water is available to it.

Year four funding is providing a more suitable living environment through housing rehabilitation, eligible code enforcement activities, and infrastructure upgrades. The approved consolidated plan calls for such measures to enhance the standard of living for community residents.

Year five funding will continue year four activities by additional funding for housing rehabilitation for income qualified families.

The project will also fund the five year update of the consolidated plan which will help identify future investment needs.

### **Antipoverty Strategy**

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Program Year 5 Action Plan Antipoverty Strategy response:

The city's anti-poverty efforts are largely embedded within the five year strategic plan. These efforts will maintain and preserve the housing stock occupied by LMI individuals, stimulate economic revitalization in the city and potentially fund organizations that provide services to the city's population in poverty. The city is cognizant of the needs of those living in poverty. Its strategy is to address the issue of poverty by supplementing resources to help ensure an adequate standard of living, and this will continue to be done through rehabilitation of housing to assist persons living in poverty and substandard conditions. The city continues to support those agencies that provide direct services to those living in poverty. All of these activities support housing so that low-income families and persons can use their limited resources of other living requirements.

## **NON-HOMELESS SPECIAL NEEDS HOUSING**

### **Non-homeless Special Needs (91.220 (c) and (e))**

\*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.

2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Program Year 5 Action Plan Specific Objectives response:

Refer to HUD table 1B which identifies the priorities for non-homeless special needs. The two high priority items are the elderly and frail elderly along with youth. The city, using general fund revenue, grants, user fees, and other revenue sources provides opportunities to the elderly and youth. This includes senior nutrition, meals on wheels, tax counseling, office space for senior programs, and numerous youth activities.

## **Housing Opportunities for People with AIDS**

\*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.
2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.
3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic and action plans. The evaluation can address any related program adjustments or future plans.
4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.
5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.
6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.
7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.
8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.

9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Program Year 5 Action Plan HOPWA response:

The consolidated plan identified a potential need for up to eight housing units for HIV/AIDS persons. It has been identified as a medium priority and no funding has been set aside for projects. There are no known housing units in Lewiston targeted to persons with HIV/AIDS. The North Central District Health Department is the agency charged with assisting those with HIV/AIDS in the community. The following information is provided by that agency:

### **HIV/AIDS Prevention, Care and Case Management**

#### **HIV/AIDS Prevention**

North Central District Health Department offers confidential HIV testing and provides accurate information about the prevention of HIV/AIDS.

#### **HIV Testing -- *Be Sure, Know the Answer!***

The Health Department offers confidential HIV testing. If you may have been or are currently at risk for HIV infection, call your local office to make an appointment.

Lewiston	208-799-3100
Moscow	208-882-7506
Grangeville	208-983-2842
Orofino	208-476-7850
Kamiah	208-935-2124

The Moscow office provides testing at the office or at two testing sites at community locations. Call 208-882-7506 for specific information.

#### **Education**

Educational presentations for community groups are available throughout the district. Call your local office for information.

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### **HIV/AIDS Care Services or Case Management**

**Ryan White II Case Management** services assist in obtaining available medical services that may include:

- Transportation to medical and dental care
- ADAP (AIDS Drugs Assistance Program)
- Laboratory tests
- Mental health therapy/counseling

- Nutritional counseling

**HOPWA** (Housing Opportunities for Persons with AIDS) Case Management assists with housing needs and some medical/dental assistance.

Information is available for anyone. Ryan White II and HOPWA programs have specific diagnostic and income eligibility criteria. Call for information.

If you have any questions about the challenges of living with HIV, contact the HIV Case Manager at 208-799-3100.

## Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Program Year 5 Specific HOPWA Objectives response:

See response above.

## Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.

### IMPEDIMENTS TO FAIR HOUSING

A fair housing task force had identified matters they felt were impediments to fair housing in the community. Their concerns and the city response follow:

#### 1. Housing Choice Availability

*There is a lack of subsidized housing and low-income affordable housing. The Committee had heard of instances where discrimination occurred when people responded to advertisements by phone.*

Response: The City of Lewiston has repeatedly supported low-income housing tax credit projects within the community. Furthermore, the City's CDBG program is specifically targeted to sustain quality affordable housing in the community. We are doing this by investing in housing rehabilitation and acquiring land for Habitat for Humanity to construct homes for income qualified families. If the City is made aware of discrimination complaints the complainant is referred to Idaho Legal Aid or Disability Action Center Northwest for assistance.

#### 2. Housing Choice for Certificate

*Prices are too high in Lewiston for certificate holders.*

Response: This is an issue that must be addressed by IHFA and HUD, not the City.

### 3. Housing Choice for Voucher Holders

*The committee felt there was a shortage of vouchers and the low income/affordable housing is not 'decent, safe, and sanitary' which are the minimum standards for the certificate and voucher holders.*

Response: The shortage of vouchers is an issue that must be addressed by IHFA and HUD, not the City.

The City's housing rehab program is targeted specifically to address the issue of 'decent, safe, and sanitary' housing in the community. Both rental and owner occupied housing has been assisted using CDBG funds.

### 4. Sale of Subsidized Housing and Possible Displacement

*The Committee stated instances where some tenants were given one-year eviction notices in case the subsidized housing program did not get renewed. The Committee did not know of any instances where the program did not get renewed but the threat was there for the tenants.*

Response: The issue of whether or not the subsidized housing program did or did not get renewed is not something the City has any control over. It appears that this is an issue that needs to be addressed by IHFA or HUD.

### 5. Planning and Zoning Commissions

*The City of Lewiston has a planning and zoning committee, which meet once a month. They are appointed by the City Council. The City Council hears appeals and provides the 'final blessing' to the Planning and Zoning Committee. The FHAC is aware of residents not receiving notices for meetings soon enough to attend the published meetings.*

Response: The Planning and Zoning Commission is organized in accordance with State Law. It is an advisory body to the City Council. The City Council makes the final decision in appeals, zone changes, comprehensive plan amendments, and subdivisions. It appoints the Commission. The Commission meets twice a month – one for public hearings and one for work sessions. Notice of public hearings are sent to the property owners within a 300 foot radius of the affected property. The property owner may or may not be the tenant. Furthermore, the property is posted with a 4'x4' school bus yellow sign in the yard providing notice and details of the request. The legal notice is published in the newspaper. It is also provided on the City's website. Meetings are held in a handicap accessible location. Public hearing meetings are televised live. If tenants choose not to take advantage of the multiple opportunities to participate I am not sure there is much the City can do.

### 6. Restrictive Covenants

*The Committee stated that some restrictive covenants limits availability of low income/affordable housing. The City provides services to help establish restrictive covenants.*

Response: The statement that the City provides services to help establish restrictive covenants is factually wrong. Covenants are a private contract between a buyer and a seller and the City is not a party to this contract. We do not see the covenants, nor does the City enforce covenants. That is a civil matter between the parties affected.