

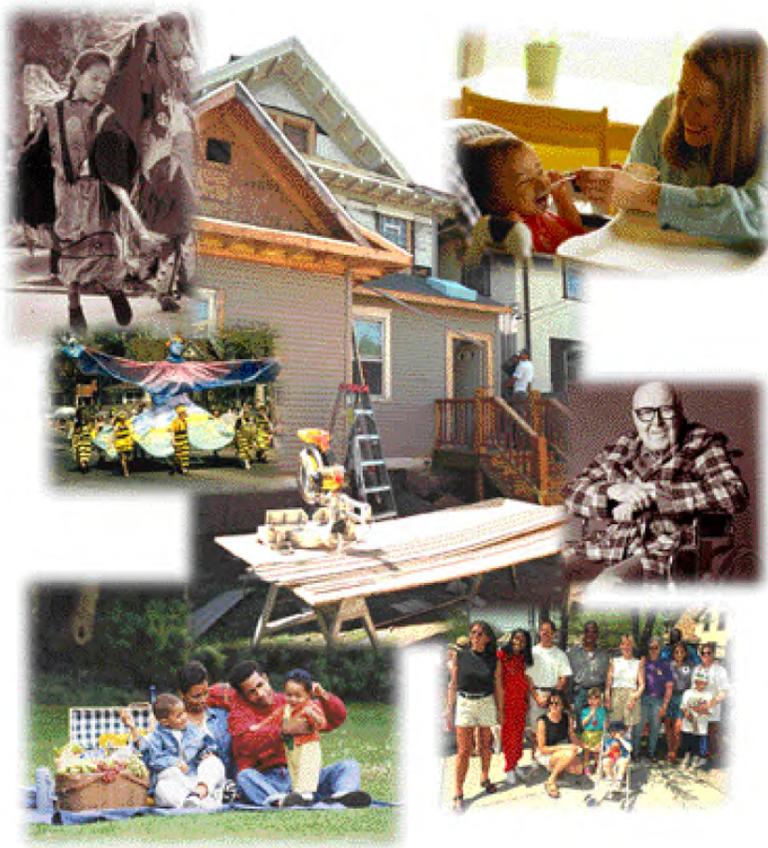
The City of Minnetonka

HENNEPIN COUNTY CONSORTIUM

CONSOLIDATED PLAN FY 2015-2019

and ANNUAL ACTION PLAN FY 2015

DRAFT



Consortium Members:
Urban Hennepin County
Bloomington · Eden Prairie
Minnetonka · Plymouth



Consolidated Plan

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Executive Summary

ES-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

Beginning with the 2006 program year, the City of Minnetonka opted to become a CDBG entitlement community, and receives its allocation of CDBG funds directly from the U.S. Department of Housing and Urban Development. The City remains a part of the Hennepin County Consortium for purposes of the Five-Year Consolidated Plan and HOME funding.

2. Summary of the objectives and outcomes identified in the Plan

In general, the city's objectives with the CDBG program are to fund programs which provide availability/accessibility of decent housing (through housing rehabilitation and public services) and to provide availability/accessibility of suitable living environments (through fair housing and public services).

3. Evaluation of past performance

Due to the limited amount of CDBG funds received, the city carefully considers each project to make sure that it will meet as many housing and community development needs as possible. There is particular focus on this with the public service agencies, requiring them to report past performance and anticipated future performance when applying for funds.

4. Summary of citizen participation process and consultation process

The City of Minnetonka is part of the Hennepin County Consortium, and therefore the City's Action Plan is part of the Hennepin County Consortium Action Plan. The City follows Hennepin County's Citizen Participation Plan, which calls for the Hennepin County Consortium Action Plan to be available for public comment 30 days prior to a public hearing before the Hennepin County Board.

Additionally, the city goes through a number of steps regarding citizen participation as part of the CDBG allocation. This includes solicitation for non-profit (public service) funding, inclusion in the city's budget documents, and a public hearing prior to the county board public hearing.

5. Summary of public comments

No public comments were received on the Minnetonka portion of the Consolidated Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

7. Summary

The Process

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Describe agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	MINNETONKA	Community Development

Table 1– Responsible Agencies

Narrative

The city of Minnetonka administers the city's CDBG program, but is a part of the Hennepin County consortium for purposes of the HOME program. The county is the lead of the consortium per the joint cooperation agreement.

Consolidated Plan Public Contact Information

For questions regarding the Hennepin County Consortium Consolidated Plan, please contact Hennepin County Housing Development and Finance at 612-348-9260. For questions regarding the Minnetonka section of the Consolidated Plan, please contact the City of Minnetonka Community Development Department at 952-939-8200.

PR-10 Consultation - 91.100, 91.200(b), 91.215(I)

1. Introduction

As a part of developing the Consolidated Plan, the city relied upon the work spearheaded by Hennepin County. Because many of the agencies that work within the city also work county-wide, it was determined that only one contact needed to be made to these organizations. The city's responses below in this section reflect and point to the work completed by Hennepin County and outlined in their section of the Plan.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(I)).

The city looks to Hennepin County to assist in this coordination. Where appropriate, the city may refer organizations and services agencies to each other to coordinate efforts.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness

This coordination is completed by the Minneapolis/Hennepin County Continuum of Care and the Office to End Homelessness.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards and evaluate outcomes, and develop funding, policies and procedures for the administration of HMIS

Please refer to the Hennepin County section on this.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Table 2– Agencies, groups, organizations who participated

1	Agency/Group/Organization	Senior Community Services (SCS)
	Agency/Group/Organization Type	Services-Elderly Persons
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Through Hennepin County and the city's annual non-profit funding review.
2	Agency/Group/Organization	Intercongregation Communities Association
	Agency/Group/Organization Type	Services - Housing
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs
	How was the Agency/Group/Organization consulted and what are the anticipated outcomes of the consultation or areas for improved coordination?	Through Hennepin County and the city's annual non-profit funding review.

Identify any Agency Types not consulted and provide rationale for not consulting

N/A

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care		
City of Minnetonka Comprehensive Plan	City of Minnetonka	The city's comprehensive plan lays out development of the city for the next 30 years. It also identifies affordable housing efforts within the city, which may be impacted by the city's CDBG efforts.

Table 3– Other local / regional / federal planning efforts

Describe cooperation and coordination with other public entities, including the State and any adjacent units of general local government, in the implementation of the Consolidated Plan (91.215(l))

Since the city is a part of the Hennepin County Consortium, the city works closely with Hennepin County in the implementation of the city's part of the plan.

Narrative

PR-15 Citizen Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

The city of Minnetonka is part of the Hennepin County Consortium, and therefore the City's Action Plan is part of the Hennepin County Consortium Action Plan. The City has a Citizen Participation Plan that mirrors Hennepin County's and other Consortium members Citizen Participation Plans, which calls for the Hennepin County Consortium Action Plan to be available for public comment 30 days prior its submission to HUD.

In addition to public hearings conducted by the County Board, the city of Minnetonka will hold a public hearing prior to the identification of annual projects and activities to be funded. This public hearing will take place before proposed projects and activities are submitted to Hennepin County for inclusion in the Annual Action Plan. Notice of the public hearing is properly published in the official local newspaper as well as on the city's website. For the 2015 Action Plan, the city's public hearing was held on March 2, 2015.

Additionally, the city works and meets regularly with those looking to provide new benefits for low and moderate income persons. This could be any public service agency or a developer looking to provide new housing.

Like the citizen participation process, the goal setting for the consolidated plan is completed at the county level. Because many of the issues that were found at the county-level are also relevant to the city of Minnetonka, and no additional comments were received directed at only the city, the city's goals mirror that of Hennepin County for consistency.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Non-targeted/ broad community	Two public service agencies attended.	The comments were related to providing information about the organization and thanking the city council for their past support.		

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Newspaper Ad	Non-targeted/broad community	This was an advertisement for the public hearing. Please see attendance during the public hearing.	This was an advertisement for the public hearing. Please see comments during the public hearing.		http://bloximages.newyork1.vip.townnews.com/swnewsmedia.com/content/tncms/assets/v3/editorial/d/40/d40c39ae-55f3-56c1-a8ed-e8bcf72626f6/54de6d90ca71c .

Table 4– Citizen Participation Outreach

Needs Assessment

NA-05 Overview

Needs Assessment Overview

The city, through its Comprehensive Plan, Housing Goals/Housing Action Plan with the Metropolitan Council, and annual CDBG funding, is regularly reviewing the community's needs for low to moderate income persons.

NA-50 Non-Housing Community Development Needs - 91.415, 91.215 (f)

Describe the jurisdiction's need for Public Facilities:

The city maintains a comprehensive Capital Improvement Program (CIP) where public facilities are identified for maintenance and repair or for new facilities. This five year plan outlines when these will take place as well as funding. In the 2016-2020 CIP, areas such as maintenance to several fire stations, a needs study for the public safety facilities at the city's civic center campus, the need for additional recreational facilities for programming needs, energy efficiency updates, and updating/refurbishing of city hall/community center.

How were these needs determined?

The needs were determined through an annual capital improvement program, which is based upon city staff's technical expertise, elected officials' input and resident survey results.

Describe the jurisdiction's need for Public Improvements:

The city maintains a comprehensive Capital Improvement Program (CIP) where public improvements, such as roadways and trails, are identified for maintenance and repair or for expansion. This five year plan outlines when these will take place as well as funding. Major highlights of the 2016-2020 CIP include repairs for the city's aging water/sewer/storm water utilities, roadway and trail/sidewalk improvements associated with the anticipated new light rail transit line, and additional roadway improvements in the Ridgedale area of the city where new high density development and new retail development are underway.

How were these needs determined?

The needs were determined through an annual capital improvement program, which is based upon city staff's technical expertise, elected officials' input and resident survey results.

Describe the jurisdiction's need for Public Services:

Public services for low-income households address a wide variety of high priority needs such a fair housing, homeownership programs, emergency assistance, senior services, and other support services. Minnetonka is fortunate that there are several large agencies that can assist those looking for services or provide the services themselves. As is seen in the applications these organizations are submitting for funding, they are only able to serve approximately 10 percent of the people with the CDBG funds they

receive. These organizations have learned to seek other sources of funds, which are often competitive or to build relationships with other organizations, businesses, or individuals.

How were these needs determined?

The Consortium conducted a survey with public service agencies and established needs based upon a number of criteria more specifically spelled out in the Hennepin County section of this plan. These agencies are working with these needs every day and therefore are the experts in the field. Additionally, each year the city solicits applications from non-profit agencies (mainly those providing social services for low to moderate income residents). The application discusses the need and asks for the agency to identify how many residents will be served in the upcoming year.

Based on the needs analysis above, describe the State's needs in Colonias

Housing Market Analysis

MA-05 Overview

Housing Market Analysis Overview:

The city, through its Comprehensive Plan and Housing Goals/Housing Action Plan with the Metropolitan Council, regularly review the market. The review helps the city to determine what areas it needs to focus on in order to make housing and other services available to all residents of the community.

MA-45 Non-Housing Community Development Assets - 91.410, 91.210(f)

Introduction

Economic Development Market Analysis

Business Activity

Business by Sector	Number of Workers	Number of Jobs	Share of Workers %	Share of Jobs %	Jobs less workers %
Agriculture, Mining, Oil & Gas Extraction	35	17	0	0	0
Arts, Entertainment, Accommodations	2,127	2,466	9	6	-3
Construction	604	825	3	2	-1
Education and Health Care Services	4,125	6,263	17	14	-3
Finance, Insurance, and Real Estate	3,142	8,415	13	19	6
Information	683	1,094	3	3	0
Manufacturing	2,168	3,626	9	8	-1
Other Services	915	1,339	4	3	-1
Professional, Scientific, Management Services	3,382	4,372	14	10	-4
Public Administration	0	0	0	0	0
Retail Trade	2,926	9,232	12	21	9
Transportation and Warehousing	513	243	2	1	-2
Wholesale Trade	1,706	4,086	7	9	2
Total	22,326	41,978	--	--	--

Table 5 - Business Activity

Data Source: 2007-2011 ACS (Workers), 2011 Longitudinal Employer-Household Dynamics (Jobs)

Labor Force

Total Population in the Civilian Labor Force	28,421
Civilian Employed Population 16 years and over	26,858
Unemployment Rate	5.50
Unemployment Rate for Ages 16-24	11.10
Unemployment Rate for Ages 25-65	4.49

Table 6 - Labor Force

Data Source: 2007-2011 ACS

Occupations by Sector	Number of People
Management, business and financial	10,078
Farming, fisheries and forestry occupations	831
Service	1,838
Sales and office	7,219
Construction, extraction, maintenance and repair	1,176
Production, transportation and material moving	1,009

Table 7 – Occupations by Sector

Data Source: 2007-2011 ACS

Travel Time

Travel Time	Number	Percentage
< 30 Minutes	19,251	78%
30-59 Minutes	5,143	21%
60 or More Minutes	438	2%
Total	24,832	100%

Table 8 - Travel Time

Data Source: 2007-2011 ACS

Education:

Educational Attainment by Employment Status (Population 16 and Older)

Educational Attainment	In Labor Force		Not in Labor Force
	Civilian Employed	Unemployed	
Less than high school graduate	243	13	158
High school graduate (includes equivalency)	2,799	251	707
Some college or Associate's degree	6,610	575	1,089
Bachelor's degree or higher	13,353	435	2,136

Table 9 - Educational Attainment by Employment Status

Data Source: 2007-2011 ACS

Educational Attainment by Age

	Age				
	18–24 yrs	25–34 yrs	35–44 yrs	45–65 yrs	65+ yrs
Less than 9th grade	37	13	99	62	249
9th to 12th grade, no diploma	297	116	50	74	191
High school graduate, GED, or alternative	753	619	631	2,507	2,035
Some college, no degree	960	1,091	1,071	3,584	1,870
Associate's degree	226	408	513	1,607	354
Bachelor's degree	808	2,747	2,327	5,603	2,055
Graduate or professional degree	0	903	1,299	3,045	1,103

Table 10 - Educational Attainment by Age

Data Source: 2007-2011 ACS

Educational Attainment – Median Earnings in the Past 12 Months

Educational Attainment	Median Earnings in the Past 12 Months
Less than high school graduate	24,429
High school graduate (includes equivalency)	34,698
Some college or Associate's degree	42,387
Bachelor's degree	57,779
Graduate or professional degree	82,813

Table 11 – Median Earnings in the Past 12 Months

Data Source: 2007-2011 ACS

Based on the Business Activity table above, what are the major employment sectors within your jurisdiction?

The major employment sectors in the city of Minnetonka, both by percentage of jobs, as well as percentage of workers are:

- Education/Healthcare
- Finance
- Professional/scientific
- Retail
- Wholesale trade

Describe the workforce and infrastructure needs of the business community:

In Minnetonka, there are nearly as many jobs as there are residents. Being the world headquarters for many national and global companies, as well as the home to a regional mall, the workforce skills and infrastructure needed in the community are certainly varied.

Describe any major changes that may have an economic impact, such as planned local or regional public or private sector investments or initiatives that have affected or may affect job and business growth opportunities during the planning period. Describe any needs for workforce development, business support or infrastructure these changes may create.

Minnetonka is a fully developed community, so the availability of raw, vacant land for business expansion or new businesses is not available. Instead, much of the space in the city's two office parks are older and are starting to redevelop. In the next five years, the Green Line LRT extension will be constructed and be operational through the largest concentration of jobs in the city. This will likely spur new investment into the office park as well as new investment by the city in the surrounding infrastructure.

How do the skills and education of the current workforce correspond to employment opportunities in the jurisdiction?

The residents of Minnetonka are highly educated, with more than 75% having a bachelor's degree. This fits well into the city's corporate and professional jobs. Approximately 20% of the city's total jobs are retail, which usually do not require a degree, providing another employment type.

Describe any current workforce training initiatives, including those supported by Workforce Investment Boards, community colleges and other organizations. Describe how these efforts will support the jurisdiction's Consolidated Plan.

The city looks to workforce training provided by the county as well as the state. While the training provided by these organizations does not directly impact the city's CDBG activities or its plan, it does have indirect effects, which include:

- Some of the homeowners that come into utilize the city's housing rehabilitation loan funded with CDBG funds are unemployed or underemployed. By receiving training, it could assist them in receiving a new job, which would make them overqualified for the program.
- Similar to the housing rehabilitation loan, many of the people utilizing the organizations funded by CDBG public service funds are also un- or under-employed. It would seem that they would be less likely to use these programs if they were fully employed.

Does your jurisdiction participate in a Comprehensive Economic Development Strategy (CEDS)?

No

If so, what economic development initiatives are you undertaking that may be coordinated with the Consolidated Plan? If not, describe other local/regional plans or initiatives that impact economic growth.

The Twin Cities metropolitan area is home to Greater MSP, a regional economic development partnership and non-profit organization designed to grow jobs in the area.

Discussion

The city of Minnetonka has typically not been proactive when it comes to business and economic development. In recent years the city has taken small steps to assist small business owners, and will step up to assist larger businesses when called upon. Because of this approach, and the limited amount of funds the city receives, it has typically not been a priority to use CDBG funds for economic development purposes in the past.

MA-50 Needs and Market Analysis Discussion

Are there areas where households with multiple housing problems are concentrated? (include a definition of "concentration")

In general, there are few areas where households are concentrated that have housing problems in Minnetonka. The most common housing problem is cost burden, which is distributed throughout the entire city. Substandard housing and housing problems and overcrowding are found less throughout the city. These items are illustrated in the maps and tables below.

Are there any areas in the jurisdiction where racial or ethnic minorities or low-income families are concentrated? (include a definition of "concentration")

The Consolidated Plan regulations require that grantees define the term "area of minority concentration" and then identify and describe those areas in the jurisdiction that meet the definition. For the purposes of this section "area of minority concentration" is defined as a census tract having more than 40% of households which are of racial or ethnic minorities. As shown from the 2010 census, over 90% of Minnetonka's population is white and there are no census tracks in Minnetonka of minority concentration.

What are the characteristics of the market in these areas/neighborhoods?

N/A- There are no areas in Minnetonka where households with multiple housing problems are concentrated, nor any areas where racial/ethnic minorities or low-income families are concentrated.

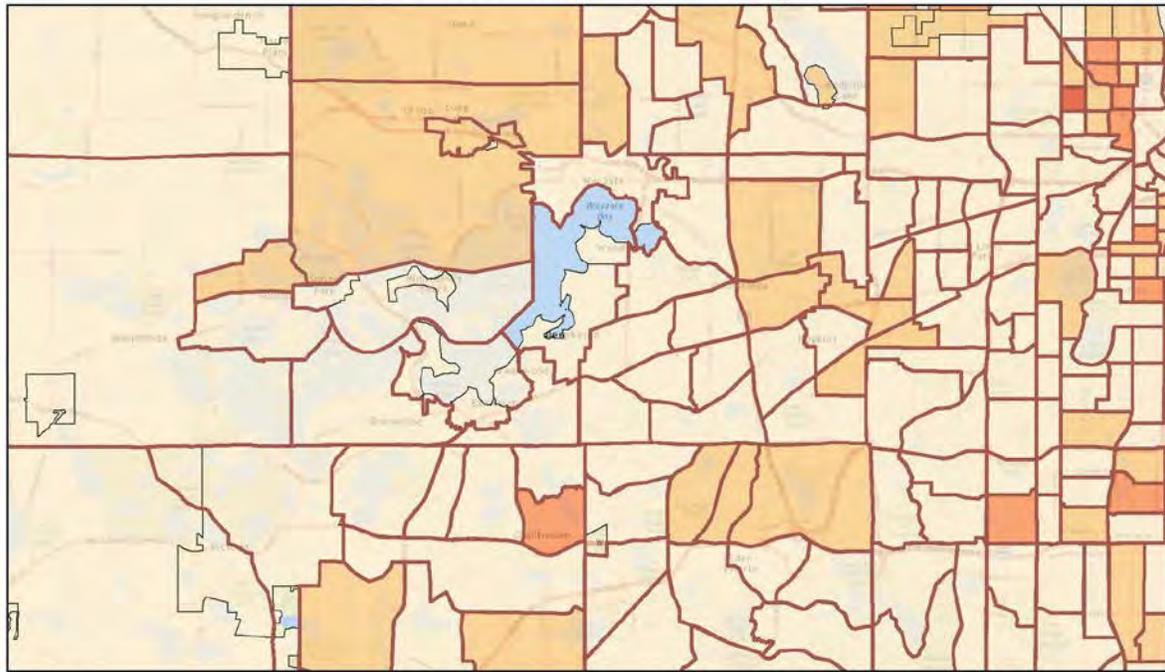
Are there any community assets in these areas/neighborhoods?

N/A- There are no areas in Minnetonka where households with multiple housing problems are concentrated, nor any areas where racial/ethnic minorities or low-income families are concentrated.

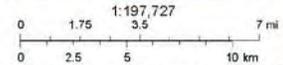
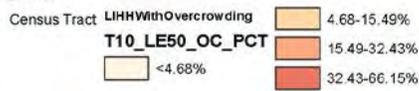
Are there other strategic opportunities in any of these areas?

N/A- There are no areas in Minnetonka where households with multiple housing problems are concentrated, nor any areas where racial/ethnic minorities or low-income families are concentrated.

% of LI households with overcrowding -



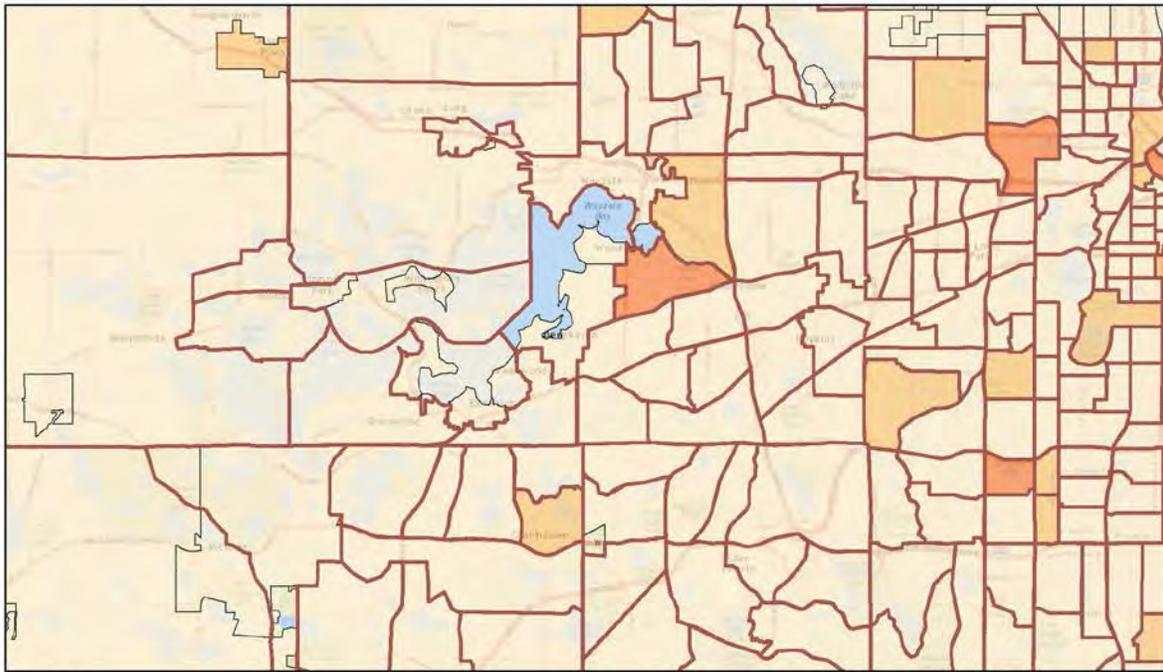
March 9, 2015



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, Mapbox, © OpenStreetMap contributors, and the GIS User Community

% of LI households with overcrowding

% of LI households with substandard housing -



March 9, 2015

Census Tract LIHWWithSubstandardHousing 4.27-15.87%
 T3_LE50_SUBST_PCT 15.87-36.92%
 <4.27%

1:197,727
 0 1.75 3.5 7 mi
 0 2.5 5 10 km

Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, Mapbox, © OpenStreetMap contributors, and the GIS User Community

% of LI households with substandard housing

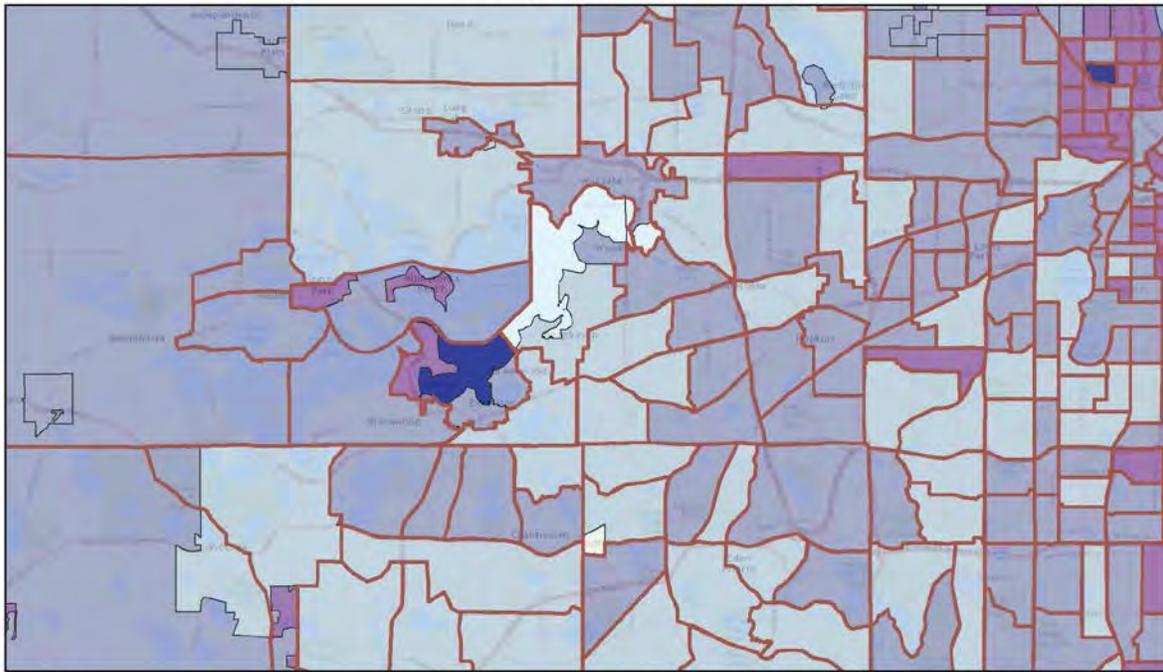
**HOUSING PROBLEMS
CITY OF MINNETONKA**

<i>Housing Problems Overview 1</i>	<i>Owner</i>	<i>Renter</i>	<i>Total</i>
Household has 1 of 4 Housing Problems	4180	1920	6100
Household has none of 4 Housing Problems	11890	3535	15425
Cost Burden not available	50	15	65
Total	16120	5470	21590

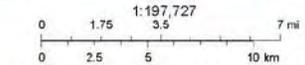
<i>Severe Housing Problems Overview 2</i>	<i>Owner</i>	<i>Renter</i>	<i>Total</i>
Household has 1 of 4 Severe Housing Problems	1510	1020	2530
Household has none of 4 Severe Housing Problems	14560	4435	18995
Cost Burden not available	50	15	65
Total	16120	5470	21590

Housing problems table

Housing Cost Burden -



March 9, 2015



Sources: Esri, HERE, DeLorme, USGS, Intermap, increment P Corp., NRCAN, Esri Japan, METI, Esri China (Hong Kong), Esri (Thailand), TomTom, Mapbox, © OpenStreetMap contributors, and the GIS User Community

Housing cost burden by census tract

**HOUSING COST BURDEN BY INCOME
CITY OF MINNETONKA**

<i>Income by Cost Burden (Owners and Renters)</i>	<i>Cost burden > 30%</i>	<i>Cost burden > 50%</i>	<i>Total</i>
Household Income <= 30% HAMFI	1050	900	1335
Household Income >30% to <=50% HAMFI	1140	765	1540
Household Income >50% to <=80% HAMFI	1370	390	2705
Household Income >80% to <=100% HAMFI	815	115	2185
Household Income >100% HAMFI	1635	255	13725
Total	6010	2425	21590

<i>Income by Cost Burden (Renters only)</i>	<i>Cost burden > 30%</i>	<i>Cost burden > 50%</i>	<i>Total</i>
Household Income <= 30% HAMFI	545	470	780
Household Income >30% to <=50% HAMFI	655	455	820
Household Income >50% to <=80% HAMFI	380	25	995
Household Income >80% to <=100% HAMFI	245	0	870
Household Income >100% HAMFI	35	0	2000
Total	1860	950	5470

<i>Income by Cost Burden (Owners only)</i>	<i>Cost burden > 30%</i>	<i>Cost burden > 50%</i>	<i>Total</i>
Household Income <= 30% HAMFI	510	435	555
Household Income >30% to <=50% HAMFI	490	310	825
Household Income >50% to <=80% HAMFI	990	365	1710
Household Income >80% to <=100% HAMFI	570	115	1315
Household Income >100% HAMFI	1600	255	11720
Total	4160	1480	16120

Housing cost burden table

RACE	Number	Percent
Total population	49,734	100.0
One race	48,704	97.9
White	44,780	90.0
Black or African American	1,855	3.7
American Indian and Alaska Native	132	0.3
American Indian, specified [1]	88	0.2
Alaska Native, specified [1]	2	0.0
Both American Indian and Alaska	0	0.0
American Indian or Alaska Native,	42	0.1
Asian	1,565	3.1
Native Hawaiian and Other Pacific	9	0.0
Some Other Race	363	0.7
Two or More Races	1,030	2.1
Two races with Some Other Race	143	0.3
Two races without Some Other Race	785	1.6
Three or more races with Some Other	18	0.0
Three or more races without Some	84	0.2

Source: 2010 census; U.S. Census Bureau

Race

Strategic Plan

SP-05 Overview

Strategic Plan Overview

SP-10 Geographic Priorities - 91.415, 91.215(a)(1)

Geographic Area

Table 12 - Geographic Priority Areas

General Allocation Priorities

Describe the basis for allocating investments geographically within the state

The city of Minnetonka is diverse in terms of its housing stock and location of low to moderate income households. Since the city's primary need is housing repair, some neighborhoods may have an older housing stock that is in need of rehabilitation, but it does not necessarily mean that there are qualifying households that live there. Because of this, the city allocates its CDBG funds on a city-wide basis to qualifying low to moderate income households.

SP-25 Priority Needs - 91.415, 91.215(a)(2)

Priority Needs

Table 13 – Priority Needs Summary

1	Priority Need Name	Preserve/Create Multifamily Rental Opportunities
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Elderly Persons with Mental Disabilities Persons with Physical Disabilities Persons with Developmental Disabilities
	Geographic Areas Affected	
	Associated Goals	
	Description	The city will has many multi-family rental housing buildings (both subsidized and market rate) that are aging and are in need of rehabilitation. Additionally, with a low vacancy rate and high rents, the need for new affordable units is in demand.
	Basis for Relative Priority	
2	Priority Need Name	Preserve/Create Single Family Homeownership
	Priority Level	High

	Population	Extremely Low Low Moderate Large Families Families with Children Elderly
	Geographic Areas Affected	
	Associated Goals	Housing rehabilitation
	Description	Since the city is fully developed, focus is placed on the rehabilitation of existing housing stock.
	Basis for Relative Priority	After completion of the Comprehensive Plan, in 2009, the city participated in the Opportunity City Pilot Program (OCP) through the Urban Land Institute/Regional Council of Mayors. The goal of OCP was to identify and implement tools and strategies that support a full range of housing choices, including increasing opportunities for younger households through a down payment/closing cost assistance program and to provide resources for housing maintenance through a housing rehabilitation program. According to city assessing records, nearly two-thirds of the city's housing stock was built between 1950 and 1970, and over 75% of the housing stock is 30 years or older.
3	Priority Need Name	Create Housing Opportunities for Homeless Populations
	Priority Level	High
	Population	Extremely Low Low
	Geographic Areas Affected	
	Associated Goals	
	Description	Support funding the rehabilitation housing units or addition of new units for the homeless population.
	Basis for Relative Priority	

4	Priority Need Name	Support Education, Outreach and Services
	Priority Level	High
	Population	Extremely Low Low Moderate Large Families Families with Children Elderly Public Housing Residents Individuals Families with Children Victims of Domestic Violence Unaccompanied Youth Elderly Victims of Domestic Violence
	Geographic Areas Affected	
	Associated Goals	Emergency Assistance Fair housing Family Services Homeowner education Senior Services
	Description	The city is unable to provide every type of social service that may be needed by its residents, especially those of low to moderate income. Focus will be placed on programs which can serve the needs of the city's residents.
	Basis for Relative Priority	The needs are based upon the annual application for funds by non-profits as well as data analysis and input received from local social service agencies that serve Minnetonka residents.
5	Priority Need Name	Support Neighborhood Revitalization
	Priority Level	High
	Population	Extremely Low Low Moderate

	Geographic Areas Affected	
	Associated Goals	
	Description	Neighborhood revitalization will focus on brownfield remediation, removal of blighted properties and other activities to improve neighborhoods and maintain property values.
	Basis for Relative Priority	
6	Priority Need Name	Stimulate Economic Development
	Priority Level	High
	Population	Extremely Low Low Moderate
	Geographic Areas Affected	
	Associated Goals	
	Description	Economic development is a city-wide activity. Projects such as code enforcement, improvement of public facilities and infrastructure and business assistance provides benefits to all, including low to moderate income residents.
	Basis for Relative Priority	

Narrative (Optional)

The city's Priority Needs are set based upon the needs identified by the Hennepin County Consortium.

SP-35 Anticipated Resources - 91.420(b), 91.215(a)(4), 91.220(c)(1,2)

Introduction

The following provides information on other sources of funds that are used for community development and housing programs within the City of Minnetonka, in addition to CDBG funds. Federal resources help to leverage a number of other state, regional, and private resources including resources.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	157,080	10,000	0	167,080	600,000	The city expects to receive approximately \$150,000 per year in CDBG funds.

Table 14 - Anticipated Resources

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

When possible, federal funds are leveraged with additional resources. For the housing rehabilitation program, homeowners will use their own funds with the CDBG funds, and they may also (if qualified) receive additional funds through a city housing rehabilitation loan program.

All public service agencies use CDBG funds to leverage additional public and private funds. In most cases, CDBG funds are only a small portion (usually less than 5%) of their total budget. Commitment of CDBG funds by the city allows the public service agencies to seek out additional funding sources that require a commitment.

If appropriate, describe publically owned land or property located within the state that may be used to address the needs identified in the plan

N/A--the main program funded by the city is the rehabilitation of existing owner-occupied housing units.

Discussion

SP-40 Institutional Delivery Structure - 91.415, 91.215(k)

Explain the institutional structure through which the jurisdiction will carry out its consolidated plan including private industry, non-profit organizations, and public institutions.

Responsible Entity	Responsible Entity Type	Role	Geographic Area Served
MINNETONKA	Government	Ownership Planning	Jurisdiction
HENNEPIN COUNTY	Government	Homelessness Ownership Planning Rental	Region
COMMUNITY ACTION PARTNERSHIP OF SUBURBAN HENNEPIN	Subrecipient	Non-homeless special needs public services	Jurisdiction
Senior Community Services (SCS)	Subrecipient	Non-homeless special needs public services	Jurisdiction
ResourceWest	Subrecipient	Non-homeless special needs public services	Jurisdiction
Intercongregation Communities Association	Subrecipient	public services	Jurisdiction

Table 15 - Institutional Delivery Structure

Assess of Strengths and Gaps in the Institutional Delivery System

In general, the institutional delivery system is effective in that local government, social service agencies and others know what is available and refer clients to each other in order to best assist those that need services. While the system performs well to those that understand it, it can be a very large and complex system to deal with if you are accessing it for the first time.

Availability of services targeted to homeless persons and persons with HIV and mainstream services

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Counseling/Advocacy	X	X	
Legal Assistance	X	X	
Mortgage Assistance	X		
Rental Assistance	X	X	

Homelessness Prevention Services	Available in the Community	Targeted to Homeless	Targeted to People with HIV
Homelessness Prevention Services			
Utilities Assistance	X	X	
Street Outreach Services			
Law Enforcement	X	X	X
Mobile Clinics	X	X	
Other Street Outreach Services	X	X	
Supportive Services			
Alcohol & Drug Abuse	X	X	
Child Care	X	X	
Education	X	X	
Employment and Employment Training	X	X	
Healthcare	X	X	
HIV/AIDS	X	X	
Life Skills	X	X	
Mental Health Counseling	X	X	
Transportation	X	X	
Other			
	X	X	

Table 16 - Homeless Prevention Services Summary

Describe how the service delivery system including, but not limited to, the services listed above meet the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth)

The city looks to Hennepin County and the Heading Home Hennepin program to assist in services for the homeless.

Describe the strengths and gaps of the service delivery system for special needs population and persons experiencing homelessness, including, but not limited to, the services listed above

Because the city is not directly providing services, it relies on other agencies, including Hennepin County provide what is needed.

Provide a summary of the strategy for overcoming gaps in the institutional structure and service delivery system for carrying out a strategy to address priority needs

Unless there is a major shift in needs at a city level or the city council changes priorities to focus more on social services, the city will continue to learn what is available and refer residents to the appropriate resource. The city has and continues to fund ResourceWest as well as support it by sitting on its board

of directors. While the CDBG funds the city provides are used for the Project Starfish program, the majority of their service is on Information and Referral. Their information and referral program helps those who are seeking a resources or a variety of resources. The staff and social workers help those seeking assistance to navigate the system. By continuing to support ResourceWest in various ways, this resource will continue to be instrumental in overcoming the gaps.

SP-45 Goals - 91.415, 91.215(a)(4)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing rehabilitation	2015	2019	Affordable Housing		Preserve/Create Single Family Homeownership		Homeowner Housing Rehabilitated: 100 Household Housing Unit
2	Homeowner education	2015	2019	Affordable Housing Non-Housing Community Development		Support Education, Outreach and Services		Public service activities other than Low/Moderate Income Housing Benefit: 250 Persons Assisted
3	Senior Services	2015	2019	Non-Housing Community Development		Support Education, Outreach and Services		Public service activities other than Low/Moderate Income Housing Benefit: 250 Persons Assisted
4	Emergency Assistance	2015	2019	Non-Housing Community Development		Support Education, Outreach and Services		Public service activities other than Low/Moderate Income Housing Benefit: 50 Persons Assisted
5	Family Services	2015	2019	Non-Housing Community Development		Support Education, Outreach and Services		Public service activities other than Low/Moderate Income Housing Benefit: 50 Persons Assisted
6	Fair housing	2015	2019	Non-Housing Community Development		Support Education, Outreach and Services		

Table 17 – Goals Summary

Goal Descriptions

1	Goal Name	Housing rehabilitation
	Goal Description	Deferred loans for the repair and rehabilitation of owner-occupied homes.
2	Goal Name	Homeowner education
	Goal Description	Provide a full range of homeownership education courses to residents. These include first time homebuyer workshops, foreclosure prevention, and reverse mortgage counseling.
3	Goal Name	Senior Services
	Goal Description	Assistance to seniors with interior and exterior home maintenance (such as yard work, snow removal, and minor repairs) to help seniors remain in their homes with dignity and safety.
4	Goal Name	Emergency Assistance
	Goal Description	Provide assistance to households that need emergency assistance for housing costs (rent/mortgage) and utilities.
5	Goal Name	Family Services
	Goal Description	Provide counseling and one-on-one assistance for individuals/households for things such as budgeting, housing, job searches and other information/referral.
6	Goal Name	Fair housing
	Goal Description	Activities to promote fair housing choice, enforcement, testing, outreach, information and referral in Minnetonka and throughout suburban Hennepin County.

Estimate the number of extremely low-income, low-income, and moderate-income families to whom the jurisdiction will provide affordable housing as defined by HOME 91.315(b)(2)

The HOME Investment Partnerships Program (HOME) provides formula grants to states and localities that communities use to fund building, buying, and/or rehabilitating affordable housing for rent or homeownership or providing direct rental assistance to low-income people. Minnetonka is not a HOME recipient. Rather, HOME funds are allocated to and coordinated by Hennepin County for affordable housing projects county-wide.

Minnetonka's CDBG housing programs are generally oriented towards the rehabilitation of the city's existing owner-occupied housing stock. During the 2015-2019 Consolidated Plan cycle, Minnetonka expects to assist approximately 100 families through the program that are at moderate income and below. Of this, it is expected that 10 will be extremely low income, 40 will be low income, and 50 will be moderate income.

SP-65 Lead-based Paint Hazards - 91.415, 91.215(i)

Actions to address LBP hazards and increase access to housing without LBP hazards

All households participating in the city's housing programs receive a copy of "Lead-Based Paint Poisoning Notification" and EPA's "Renovate Right" and the applicants will sign and date a form verifying receipt of this information. All clients are to note that the use of lead-based paint in any structure rehabilitated with CDBG funds is prohibited. Participants in the City's Housing Rehabilitation Program who reside in a house built prior to 1978 are required to have their home tested for lead-based paint prior to receiving a loan. The lead-based paint testing is completed by Hennepin County. If lead hazards are found, they must be corrected and the home must pass a clearance test before the project is considered complete. If the clearance test does not pass, the corrections and re-testing must continue until the home does pass. This process is completed following HUD regulations and guidelines.

How are the actions listed above integrated into housing policies and procedures?

For programs where lead based paint may be an issue, such as the housing rehabilitation program, written program guidelines state the procedures the city is to take concerning notification, testing, removal and clearance.

SP-70 Anti-Poverty Strategy - 91.415, 91.215(j)

Jurisdiction Goals, Programs and Policies for reducing the number of Poverty-Level Families

The city of Minnetonka does not have a separate anti-poverty strategy, instead as a member of the Hennepin County Consortium, the city follows the goals and policies of Hennepin County. City residents can receive assistance through county-wide programs.

How are the Jurisdiction poverty reducing goals, programs, and policies coordinated with this affordable housing plan?

Anti-poverty programs are coordinated on a county-wide basis by Hennepin County.

SP-80 Monitoring - 91.230

Describe the standards and procedures that the jurisdiction will use to monitor activities carried out in furtherance of the plan and will use to ensure long-term compliance with requirements of the programs involved, including minority business outreach and the comprehensive planning requirements

The city has entered into subrecipient agreements with all grantees that receive CDBG funds. The city has developed a monitoring plan, which outlines the monitoring of all grantees, including an on-site visit. Additionally, each month, the city reviews its current expenditure rate to determine whether funds are being expended within an appropriate amount of time. If there are subrecipients that are not expending their funds within an appropriate time, the city sends out a letter reminding them to spend their funds. Also, during the non-profit funding review, timely expenditures of funds are reviewed by city staff and the review committee, which, if funds are not being spent in a timely manner, could mean that there are less or even no funds provided to the organization for the following year.

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The following provides information on other sources of funds that are used for community development and housing programs within the City of Minnetonka, in addition to CDBG funds. Federal resources help to leverage a number of other state, regional, and private resources including resources.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Reminder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	157,080	10,000	0	167,080	600,000	The city expects to receive approximately \$150,000 per year in CDBG funds.

Table 18 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

When possible, federal funds are leveraged with additional resources. For the housing rehabilitation program, homeowners will use their own funds with the CDBG funds, and they may also (if qualified) receive additional funds through a city housing rehabilitation loan program.

All public service agencies use CDBG funds to leverage additional public and private funds. In most cases, CDBG funds are only a small portion (usually less than 5%) of their total budget. Commitment of CDBG funds by the city allows the public service agencies to seek out additional funding sources that require a commitment.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

N/A--the main program funded by the city is the rehabilitation of existing owner-occupied housing units.

Discussion

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Housing rehabilitation	2015	2019	Affordable Housing		Preserve/Create Single Family Homeownership	CDBG: \$122,210	Homeowner Housing Rehabilitated: 20 Household Housing Unit
2	Senior Services	2015	2019	Non-Housing Community Development		Support Education, Outreach and Services	CDBG: \$5,500	Public service activities other than Low/Moderate Income Housing Benefit: 120 Persons Assisted
3	Homeowner education	2015	2019	Affordable Housing Non-Housing Community Development		Support Education, Outreach and Services	CDBG: \$4,400	Public service activities other than Low/Moderate Income Housing Benefit: 65 Persons Assisted
4	Emergency Assistance	2015	2019	Non-Housing Community Development		Support Education, Outreach and Services	CDBG: \$9,000	Public service activities other than Low/Moderate Income Housing Benefit: 220 Persons Assisted
5	Family Services	2015	2019	Non-Housing Community Development		Support Education, Outreach and Services	CDBG: \$4,400	Public service activities other than Low/Moderate Income Housing Benefit: 190 Persons Assisted
6	Fair housing	2015	2019	Non-Housing Community Development		Support Education, Outreach and Services	CDBG: \$1,570	

Table 19 – Goals Summary

Goal Descriptions

1	Goal Name	Housing rehabilitation
	Goal Description	The housing rehabilitation program will offer no interest, deferred loans to those throughout the city that meet the income guidelines.
2	Goal Name	Senior Services
	Goal Description	A public service provider will chore and home making services to qualifying seniors living within the city.
3	Goal Name	Homeowner education
	Goal Description	A public service provider will provide various homeowner classes (first time homebuyer, foreclosure prevention and reverse mortgage) to qualifying persons living in the city.
4	Goal Name	Emergency Assistance
	Goal Description	A public service provide will provide emergency assistance for housing and utility payments for qualifying households living in the city.
5	Goal Name	Family Services
	Goal Description	A public service provide will offer one-on-one assistance (such as information and referral, job search and others) to qualifying households living within the city.
6	Goal Name	Fair housing
	Goal Description	

AP-35 Projects - 91.420, 91.220(d)

Introduction

As determined at the March 2, 2015 council meeting, and adopted by Minnetonka City Council Resolution No. 2015-017, the city of Minnetonka will undertake activities related to housing rehabilitation, public services, fair housing, and program administration.

#	Project Name
1	Housing rehabilitation
2	CAPSH
3	ResourceWest
4	Intercongregation Communities Association
5	Senior Community Services
6	Fair Housing
7	Administration

Table 20 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

At a public hearing held by the Minnetonka City Council on March 2, 2015 and through Minnetonka Resolution No. 2015-017, the city has allocated its 2015 CDBG funds. The focus of the allocation continues to be on housing rehabilitation. With the majority of the city's housing stock built between 1950 and 1970, many homes are now experiencing the need for maintenance and repair.

AP-38 Project Summary

Project Summary Information

1	Project Name	Housing rehabilitation
	Target Area	
	Goals Supported	Housing rehabilitation
	Needs Addressed	Preserve/Create Single Family Homeownership
	Funding	:
	Description	The city will undertake a deferred housing rehabilitation loan program. In most cases the maximum loan amount will be \$5000. The program focuses on repairs such as furnaces, roofs, windows and other smaller projects.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	
2	Project Name	CAPSH
	Target Area	
	Goals Supported	Homeowner education
	Needs Addressed	Support Education, Outreach and Services
	Funding	:

	Description	Community Action Partnership of Suburban Hennepin (CAPSH) will provide homeowner education, including: foreclosure prevention, reverse mortgage counseling, first-time homebuyer classes and other homeowner counseling services. Services are available to all Minnetonka residents; however, 90 percent of those served are low- to moderate-income.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Homeowner education such as foreclosure prevention, reverse mortgage counseling and first time homebuyer classes.
3	Project Name	ResourceWest
	Target Area	
	Goals Supported	Family Services
	Needs Addressed	Support Education, Outreach and Services
	Funding	:
	Description	ResourceWest is a referral and service provider for those living in Minnetonka and who are at 80 percent or less of area median income. In addition to information and referral, they also operate a Project Starfish program. Project Starfish offers one-on-one assistance with individuals for things such as budgeting, housing and job searches, and other information/referral.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	

	Planned Activities	Funds will be used to support "Project Starfish", a one-one on assistance program.
4	Project Name	Intercongregation Communities Association
	Target Area	
	Goals Supported	Emergency Assistance
	Needs Addressed	Support Education, Outreach and Services
	Funding	:
	Description	ICA is the city's local food shelf and emergency financial assistance non-profit organization. The CDBG funds will be used for staffing of their Housing and More program, which assists those who may need help with a rent or mortgage payment. Those participating in the program must work with a case worker to discuss the situation. Funds will be used for staffing costs of the program.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Provide assistance to those who may need help with a rent or mortgage payment.
5	Project Name	Senior Community Services
	Target Area	
	Goals Supported	Senior Services
	Needs Addressed	Support Education, Outreach and Services
	Funding	:

	Description	Senior Community Services administers the H.O.M.E. program in Minnetonka, which is a homemaker and maintenance program that is designed to assist the elderly and help them stay in their homes longer. Services include: window washing, grocery shopping, house cleaning, and other homemaker and maintenance activities. Client information, such as demographic and income information, is collected at the beginning, and services are paid for on a sliding fee scale.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	Provide assistance with general homemaker and maintenance activities to seniors living in their home.
6	Project Name	Fair Housing
	Target Area	
	Goals Supported	Fair housing
	Needs Addressed	Support Education, Outreach and Services
	Funding	:
	Description	The fair housing activities include coordination with the Hennepin County Consortium Fair Housing Implementation Council to do outreach, education, and enforcement of fair housing.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	

7	Project Name	Administration
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	:
	Description	These funds will be used to implement the City's CDBG programs identified and provide other oversight and monitoring activities.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

All programs will be provided on a city-wide basis.

Geographic Distribution

Target Area	Percentage of Funds

Table 21 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

Because there are no concentrations of poverty or other significant factors, all programs are available city-wide.

Discussion

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

In an effort to further the city's efforts in assisting low and moderate income households, the following are additional actions in which the city provides or participates in.

Actions planned to address obstacles to meeting underserved needs

The City is in contact on a regular basis with a number of nonprofit agencies, which coordinate and provide assistance for those that have underserved needs. In the next year, the City will continue to be in contact with these agencies to learn about the underserved need in the community and how the City can help to meet these needs.

Actions planned to foster and maintain affordable housing

Maintaining, preserving, and adding to the City's affordable housing stock has been a priority for the City. Through the use of CDBG funds, the housing rehabilitation programs have allowed low-income homeowners to stay in their homes, yet maintain the quality of the unit, adding to the affordability of the unit. Additionally, the City works with the West Hennepin Affordable Housing Land Trust (WHAHLT) to purchase homes in the City and preserve them as permanently affordable. To date, there are 52 WHAHLT homes located within the City. Finally, both the City and developers of new housing work together to include up to 20 percent of affordable housing in their developments, and also to maintain its long-term affordability.

Furthermore, the City of Minnetonka adopted an HRA levy for funds to be used for the Minnetonka Home Enhancement housing rehabilitation program targeting those at 80 to 120 percent area median income. This program will allow those who need repairs done on their home, many of which are older, more affordable homes, but may be over the income limit for the city's CDBG housing rehabilitation programs to access funds.

Actions planned to reduce lead-based paint hazards

Participants in the City's Housing Rehabilitation Program who reside in a house built prior to 1978 are required to have their home tested for lead-based paint prior to receiving a loan. The lead-based paint testing is completed by Hennepin County. If lead hazards are found, they must be corrected and the home must pass a clearance test before the project is considered complete. If the clearance test does not pass, the corrections and re-testing must continue until the home does pass. This process is

completed following HUD regulations and guidelines.

Much of Minnetonka's housing stock was built between the 1960's and the present day. Thus, many homes in Minnetonka may have lead-based paint. Participants in the City's housing rehabilitation programs many times live in these older homes, thus, it is through these programs that the City is able to identify lead-based paint hazards and ensure the abatement of lead-based paint.

Actions planned to reduce the number of poverty-level families

The City of Minnetonka will continue to work with and support organizations that deal with the needs of those who are low-income, including CAPSH, ICA, Senior Community Services, HOME Line and ResourceWest. The City relies upon these organizations to provide critical resources and information to help those below the poverty line to gain financial stability.

Actions planned to develop institutional structure

The city of Minnetonka is already working with many of the public service agencies within the community. These agencies either have a city representative who sits on their board of directors or the two organizations work together as part of a larger, broad-based effort. Since these relationships are working well, there are no planned changes.

Actions planned to enhance coordination between public and private housing and social service agencies

For over 15 years, the city has been providing funds (non-CDBG funds) for two affordable housing rental complexes in the city which provide services to assist residents in becoming self-sufficient. In both cases, the program managers connect on a daily basis with the social service agencies in order to gain assistance for their residents. This effort has then led to more connections being made between the housing complexes within the city and the social service agencies.

Discussion

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG) Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	10,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	10,000

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	100.00%

Discussion

Attachments

Grantee SF-424's and Certification(s)

OMB Number: 7540-0304
Expiration Date: 03/31/2012

Application for Federal Assistance SF-424		
<p>* 1. Type of Submission:</p> <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application		
<p>* 2. Type of Application:</p> <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision		
<p>* If Revision, select appropriate date(s): <input type="text"/> * Other (Specify): <input type="text"/> </p>		
<p>* 3. Date Received: _____ Submitted by (Grantee or sponsor/submitter): _____</p>		
<p>* 4. Applicant Identifier: _____</p>		
<p>5a. Federal Entity Identifier: _____</p>		<p>* 5b. Federal Award Identifier: _____</p>
<p>State Use Only:</p>		
<p>6. Date Received by State: _____</p>		<p>7. State Application Identifier: _____</p>
3. APPLICANT INFORMATION:		
<p>* a. Legal Name: City of Minnetonka</p>		
<p>* b. Employer/ taxpayer identification Number (EIN/TIN): 41-6005379</p>		<p>* c. Organization's DUNS: 830743264</p>
<p>d. Address:</p>		
<p>* Street 1: 14600 Minnetonka Boulevard</p>		
<p>* Street 2: _____</p>		
<p>* City: Minnetonka</p>		
<p>* County/Parish: _____</p>		
<p>* State: MN</p>		
<p>* Province: _____</p>		
<p>* Country: _____ USA: UNITED STATES</p>		
<p>* Zip / Postal Code: 55345</p>		
<p>e. Organizational Unit:</p>		
<p>Department Name: Community Development</p>		<p>Division Name: _____</p>
<p>f. Name and contact information of person to be contacted on matters involving this application:</p>		
<p>Prefix: _____</p>	<p>* First Name: Elise</p>	
<p>Middle Name: _____</p>		
<p>* Last Name: Durbin</p>		
<p>Suffix: _____</p>		
<p>Title: Community Development Supervisor</p>		
<p>Organizational Affiliation: _____</p>		
<p>* Telephone Number: 952-939-8285</p>		<p>Fax Number: 952-939-8244</p>
<p>* Email: edurbin@eminnetonka.com</p>		

Application for Federal Assistance SF-424		
9. Type of Applicant 1: Select Applicant Type:		
City Government		
Type of Applicant 2: Select Applicant Type:		
Type of Applicant 3: Select Applicant Type:		
* Other (specify):		
* 10. Name of Federal Agency:		
U.S. Department of Housing and Urban Development		
11. Catalog of Federal Domestic Assistance Number:		
14.218		
CFDA Title:		
Community Development Block Grants--Entitlement Communities		
* 12. Funding Opportunity Number:		
* Title:		
13. Competition Identification Number:		
Title:		
14. Areas Affected by Project (Cities, Counties, States, etc.):		
Throughout the city of Minnetonka		
<input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>		
* 15. Descriptive Title of Applicant's Project:		
2015 City of Minnetonka Community Development Block Grant program		
Attach supporting documents as specified in agency instructions.		
<input type="button" value="Add Attachments"/> <input type="button" value="Delete Attachments"/> <input type="button" value="View Attachments"/>		

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant: **MN-003** * b. Program/Project: **MN-003**

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date: **07/01/14** * b. End Date: **06/30/15**

18. Estimated Funding (\$):

* a. Federal	\$157,080
* b. Applicant	
* c. State	
* d. Local	
* e. Other	
* f. Program Income	\$10,000
* g. TOTAL	\$167,080

19. Is Application Subject to Review By State Under Executive Order 12372 Process?

a. This application was made available to the State under the Executive Order 12372 Process for review on _____.

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

20. Is Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

Yes No

If "Yes," provide explanation and attach _____

21. By signing this application, I certify (1) to the statements contained in the list of certifications** and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any (false, fictitious, or fraudulent statements or claims) may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001)

I AGREE

** The list of certifications and assurances, or an internet site where you may obtain the list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: _____ * First Name: **Geralyn**

Middle Name: _____

Last Name: **Barone**

Suffix: _____

Title: **City Manager**

Telephone Number: **952-939-8200** Fax Number: _____

Email: **gbarone@eminnetonka.com**

Signature of Authorized Representative: *Geralyn Barone* * Date Signed: **3/9/15**

LOCAL GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing – The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

Anti-displacement and Relocation Plan – It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulation at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

Drug Free Workplace – It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
 - (a) The dangers of drug abuse in the workplace;
 - (b) The grantee's policy of maintaining a drug-free workplace;
 - (c) Any available drug counseling, rehabilitation, and employee assistance program; and
 - (d) The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engage in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
 - (a) Abide by the terms of the statement; and

- (b) Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
 6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
 - (a) Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended, or
 - (b) Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
 7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

Anti-Lobbying – To the best of the jurisdiction's knowledge and belief:

1. No federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative

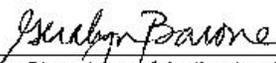
agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and

3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

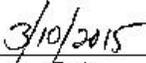
Authority of Jurisdiction – The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan – The housing activities to be undertaken with CDBG, HOME, FSG, and HOPWA funds are consistent with the strategic plan.

Section 3 – It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.



Signature of Authorized Official



Date

City Manager
Title

SPECIFIC CDBG CERTIFICATIONS

The Entitlement Community certifies that:

Citizen Participation – It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan – Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

Following a Plan – It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

Use of Funds – It has complied with the following criteria:

1. **Maximum Feasible Priority.** With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available;
2. **Overall Benefit.** The aggregate use of CDBG funds including section 108 guaranteed loans during program year 2015 (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;
3. **Special Assessments.** It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

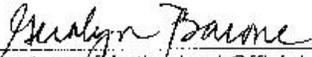
Excessive Force – It has adopted and is enforcing:

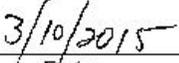
1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

Compliance With Anti-discrimination laws – This grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

Lead-Based Paint – Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

Compliance with Laws – It will comply with applicable laws.


Signature of Authorized Official


Date

Geralyn Barone
Typed Name of Authorized Official

City Manager
Title

Appendix - Alternate/Local Data Sources