City of Cedar Rapids

Development Committee Meeting Agenda
City Hall Council Chambers
Tuesday, February 19, 2019
8:00 am – 9:30 am

Purpose of Development Committee:
To enable the City Council to discuss and evaluate in greater detail these specific issues that directly impact the physical, social, and economic vibrancy of the City of Cedar Rapids.

City Council Committee Members:
Council member Ann Poe, Chair
Council member Marty Hoeger
Council member Ashley Vanorny
• Mayor Bradley Hart is an ex-officio member of all Council Committees per City Charter Section 2.06.

Agenda:
1. Approval of Minutes – January 15, 2019

2. Presentation
   a. City Flag
      Maria Johnson
      City Manager’s Office
      10 Minutes

3. Recommendation Items
   a. Shifting Ground – Outro Chão
      Bill Micheel
      Community Development
      Jane Gilmor
      Mount Mercy University
      Ellen Kleckner
      Iowa Ceramics Center and Glass Studio
      10 Minutes

   b. Neighborhood Association Work Plans
      Eric Pate
      Community Development
      10 Minutes

   c. Section 8 Administrative Plan
      Sara Buck
      Community Development
      10 Minutes

4. Updates
   a. Zoning Advisory Group
      Seth Gunnerson
      Community Development
      10 Minutes

5. Public Comment

6. Future Discussion Items

Next Meeting March 19, 2019

Anyone who requires an auxiliary aid or service for effective communication, or a modification of policies or procedures to participate in a City program, service, or activity, should contact the Community Development Department at (319) 286-5041 or email communitydevelopment@cedar-rapids.org as soon as possible, but no later than 48 hours before the event.
To: City Council Development Committee  
From: Bill Micheel, Asst. Director of Community Development & Planning  
Subject: Funding for Shifting Ground – Outro Chao  
Date: February 19, 2019  

Background:  
On January 10, 2019, representatives of the Shifting Ground – Outro Chao project made a presentation to the Cedar Rapids Visual Arts Commission, which included information about the purpose of the project, and the partners involved. On February 1, 2019, City Staff received a request from representatives of the Shifting Ground – Outro Chao project facilitated by the Iowa Ceramics and Glass Studio for $2500 to support the project. Subsequently, the Visual Arts Commission recommended providing $2500 of funding for the $27,150 project on February 14, 2019.

Shifting Ground – Outro Chao is a community outreach project that engages recent immigrant populations in Cedar Rapids and deals with the shifting notions of home and personal identity that come with multiple relocations. A series of two-week workshops with groups of immigrants and community volunteers will be held over the next two summers, first in Cedar Rapids (2019) then in Evora, Portugal (2020). The workshops will culminate in an exhibition featuring unique pieces of art produced during the workshops and a lecture at Mt. Mercy University.

To date project partners include:
- The Iowa Ceramic Center and Glass Studio
- CREATURA (an international artist collective)
- Mount Mercy University
- City of Evora, Portugal
- Legion Arts/CSPS

Goals of the project provided by project representatives are:
- To give visibility to Cedar Rapids immigrant populations through interdisciplinary workshops based on personal histories
- To empower recent immigrants, who may be marginalized in our community, by giving them a voice through dialog, art making, and exhibition
- To encourage all participating organizations, educational institutions and businesses to find strategies for immigrant inclusion in our community
- To contribute to the definition or reconfiguration of identities (of individuals, groups or communities) in a changing world, while valuing the dynamic concept of Cultural Heritage
- To promote the notions of social, environmental, and cultural sustainability

Recommendation
The Visual Arts Commission made a recommendation to provide $2500 of funding to the Shifting Ground – Outro Chao project.
To: City Council Development Committee
From: Eric Pate, Planner through Jennifer Pratt, Director of Community Development & Planning
Subject: Neighborhood Association 2020 Work Plans
Date: February 19, 2019

Background:

City Council adopted Resolution No. 1322-09-11 on September 27, 2011, implementing the Neighborhood Service Delivery Initiative as a system for coordinating City services through neighborhood associations as an approach to better respond to community needs.

Resolution No. 0963-16-13 was adopted on June 11, 2013, adopting the neighborhood certification process as a system to improve communications and increase accountability between the City and neighborhood associations.

A neighborhood association can become certified if a work plan is submitted, the Association President attends regular neighborhood workshops, and the neighborhood submits quarterly reports providing 1) detailed descriptions of projects underway, completed, and maintained, 2) detailed descriptions of grant activities and outcomes, and 3) detailed allocation and expenditures of funds and uses of those funds. Certified neighborhood associations are eligible for up to $10,000 in funding for neighborhood activities each fiscal year. Neighborhoods that are CDBG eligible can also receive up to $10,000 in funding through CDBG, City funding, or a combination of both.

Activities that were paid for and completed last year as part of this initiative includes: neighborhood breakfasts/dinners/picnics, block parties, neighborhood beautification, and school-supply drives, all events that strengthen the sense of community in a neighborhood.

Staff have received work plans from the following Neighborhood Associations for fiscal year 2020:

1. Kenwood Park
2. Northwest Neighbors
3. Mound View
4. Cleveland Area
5. Taylor Area
6. Wellington Heights
7. Westdale
8. Harbor Area

Along with these work plans, the neighborhood associations have submitted a neighborhood work plan budget sheet that shows how each association plans on using funds from the City.
To: City Council Development Committee  
From: Sara Buck, Housing Programs Manager, through Jennifer Pratt Director of Community Development & Planning  
Subject: Section 8 Housing Choice Voucher – Administrative Plan Amendment  
Date: February 19, 2019

**Background:** The City of Cedar Rapids Housing Services Office has been administering the Section 8 Housing Choice Voucher (HCV) as the Public Housing Authority (PHA) of Linn and Benton Counties for approximately the last 41 years. This program is federally funded by the U.S. Department of Housing & Urban Development (HUD) and is designed to accommodate very low-income families and individuals with rent assistance for decent, safe, and sanitary housing provided by private owners and rental agents. On average the program assists 1,200 families with rent assistance per year.

Annually, HUD requires Public Housing Authorities to amend Administrative Plans to ensure consistency with current Federal, State and local regulations. In addition, discretionary amendments are proposed to address emerging issues or enhance service delivery. These amendments must be submitted to HUD, as part of the PHA Annual Plan.

The proposed changes to these plans will be available for public review from February 20, 2019 to April 5, 2019. The Section 8 Resident Advisory Board reviewed the proposed changes on January 15, 2019 with no objections.

**Proposed Changes:**

**Administrative Plan Changes**

- Regulatory – Smoke Detectors  
  - Update policy to comply with new State requirements
- Regulatory – Housing Quality Standards  
  - Update policy on space standards per HUD regulation
- Discretionary – Terminations / Denial of Assistance  
  - Update policy to reduce barriers to access housing assistance
- Discretionary – Local Preferences / Targeted Funding  
  - Clarify policy on how applications using targeted funding will be pulled from the waiting list
- Discretionary – Changes in Household  
  - Clarify policy on reporting changes in household composition and requests to add household members
- Discretionary – Determining Family Unit Size  
  - Update policy on unit size based on family composition
- Discretionary – Tenancy Approval
- Update policy regarding tenant/owner relationship
- Clarify policy regarding verification of legal ownership of property
- Discretionary - Family Self-Sufficiency (FSS) Program Plan
  - Remove 3-month delay in rent increase due to increased income
  - Limit number of early escrow withdraws
  - Clarify language regarding compliance with FSS Contract
  - Contract termination due to untimely promissory note payments
  - Update Program Policy Committee board representation

**Recommendation:** Staff recommends the Administrative Plan amendments, as proposed, with a recommendation from the Development Committee to the City Council.

**Timeline:**
January 15, 2019 – Presentation to Section 8 Resident Advisory Board
February 20, 2019 – April 5, 2019 – Public Comment Period
March 12, 2019 - City Council Public Hearing & Resolution
April 17, 2019 – Deadline for submission to HUD
July 1, 2019 – Effective date of approved changes
To: City Council Development Committee  
From: Seth Gunnerson, Planner  
Subject: Zoning Advisory Group  
Date: February 19, 2019

Background:
On January 1, 2019, the City’s new zoning ordinance went into effect. With implementation of the new code, staff is identifying necessary corrections and clarifications that need to be made to the code, as well as larger policy questions that should be tackled now that the larger framework of the new zoning ordinance is place.

As part of the code’s adoption, staff has recommended that a committee of community stakeholders be formed to help identify future code updates and provide feedback to staff, particularly on policy issues. This Zoning Advisory Group will serve as a working group help staff prioritize suggested updates and assist in evaluating the effectiveness of the code. All future code updates will continue to be require a review and recommendation by the City Planning Commission prior to adoption by City Council.

The recommended format for the group will be five members who are stakeholders in the community. Staff anticipates recommending one member each from the City Planning Commission and Board of Adjustment, and then three other residents with diverse backgrounds. The members will represent a wide variety of interests in the community, from residents to developers and business owners.

Recommendation
Staff recommends that City Council form a five-member Zoning Advisory Group that will help staff in identifying issues under the new code and provide input on future code modifications.

Next Steps
A resolution establishing the Zoning Advisory Group will be placed on the February 26 City Council Agenda. The group will be formed by spring of 2019, and will provide input into the next round of code updates.