



CITY COUNCIL WORK SESSION MEMORANDUM

TO: Matthew R. Schmitz, MPA - City Manager

FROM: Susi Lampe, IaCMC, IaCFO – City Clerk/Treasurer

DATE OF MEETING: May 6, 2024

ITEM TITLE: Fiscal Year 2025 Home Rehab Program

DISCUSSION:

The TIF LMI Admin Plan has been updated to reflect changes in the process of taking applications and awarding projects. The revised plan will need to be approved by resolution at a future meeting.

Potential timeline:

Mid-May: Start advertising to residents there are grant monies available for home rehab projects.

Applications are due back by June 21st to the City Clerk's office. Packets will be reviewed to make sure they are complete. If not, applicants will be notified to submit the missing documents.

On June 27th, complete applications will be sent to INRCOG for income verification.

I would anticipate late August – early September to hear back from INRCOG about applications. City Staff would then follow the TIF LMI Admin Plan to proceed.

In the FY2025 budget, there is \$170,000 to do home rehab projects using the assumption of \$10,000 per project for 17 qualified applicants.

RECOMMENDATION:

Staff recommends discussion of this topic. No action is needed at this meeting, as any decision items needed would be brought forward to a City Council meeting for approval.