

# Housing and Community Development Division

## Mission

*To maintain the City's economic diversity through the production and preservation of affordable housing, housing rehabilitation, the provision of human services and homelessness prevention and support services, and the removal of architectural barriers for people with disabilities.*



83-85 West Street



Farlow Park



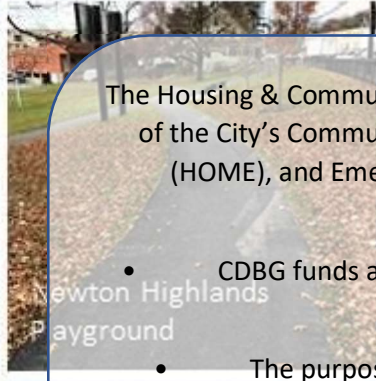
Emergency Solutions Grant



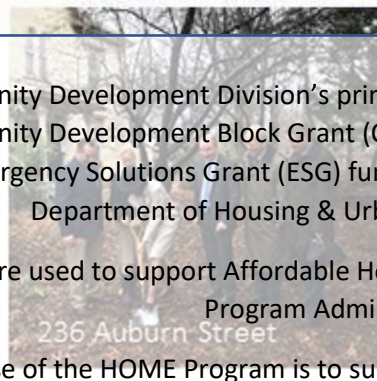
Human Services



54 Taft Avenue



Newton Highlands Playground



236 Auburn Street



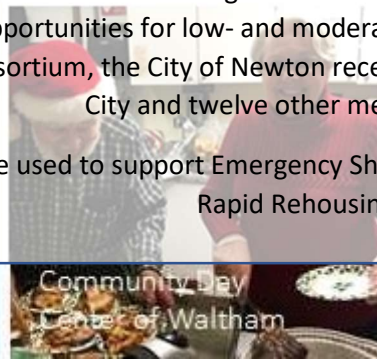
Curb Cuts



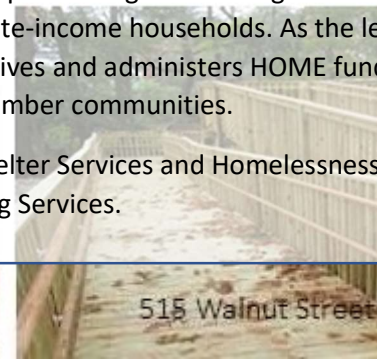
71 Hagen Road

The Housing & Community Development Division's primary functions are the allocation and management of the City's Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Solutions Grant (ESG) funds received on an annual basis from the U.S. Department of Housing & Urban Development (HUD).

- CDBG funds are used to support Affordable Housing, Human Services, Architectural Access and Program Administration.
- The purpose of the HOME Program is to support a range of housing activities that expand affordable housing opportunities for low- and moderate-income households. As the lead entity for the WestMetro HOME Consortium, the City of Newton receives and administers HOME funds on behalf of the City and twelve other member communities.
- ESG funds are used to support Emergency Shelter Services and Homelessness Prevention and Rapid Rehousing Services.



Community Day  
Center of Waltham



515 Walnut Street



1700 1/2 1st St

Fiscal Year 2018 (July 2017 – June 2018) was a busy and productive one for Newton’s Housing and Community Development Division, within the Planning and Development Department. Altogether, we received approximately \$3M in federal Community Development Block Grant (CDBG), HOME Investment Partnership and Emergency Solutions Grant (ESG) funds. We used these funds to support Newton’s efforts in promoting an equitable, inclusive and diverse community.

Highlights include:

- Overseeing the close-out of two affordable housing projects, which created permanent affordable rental units for four low-income households.
- Completing five housing rehabilitation projects assisting low-to-moderate income homeowners and non-profit housing providers.
- Allocating \$275,072 in ESG funding across 5 agencies, 8 programs and 2 ongoing shelter rehabilitation projects. Approximately 687 individuals who were homeless or at-risk of homelessness were served throughout Newton, Brookline, Waltham and Watertown.
- Expending \$279,158 in CDBG funding across 14 human service agencies serving low-to-moderate income individuals, families, youth, adults with disabilities and seniors. Approximately 2,833 residents were served through a myriad of programs, including financial literacy and mentoring, residential services, emergency assistance, mental health services, vocational training and affordable child care/youth programming.
- Completing the final phase of improvements to Nonantum’s Pellegrini Park through the design and

construction of the new retaining wall to improve park safety and prevent land erosion.

As we enter FY2020, we are facilitating the creation of 17 new affordable rental units alongside CAN-DO/MetroWest CD and Myrtle Village, LLC and we anticipate the Newton Housing Authority’s development of 55 additional affordable rental units serving our vulnerable senior population to commence. We also anticipate 2Life Communities moving forward with 68 new affordable units at the Golda Meir House.

While the City is awaiting official notice from HUD of its allocations for FY2020, the proposed program and activity recommendations included in the FY2020 Annual Action Plan are as follows:

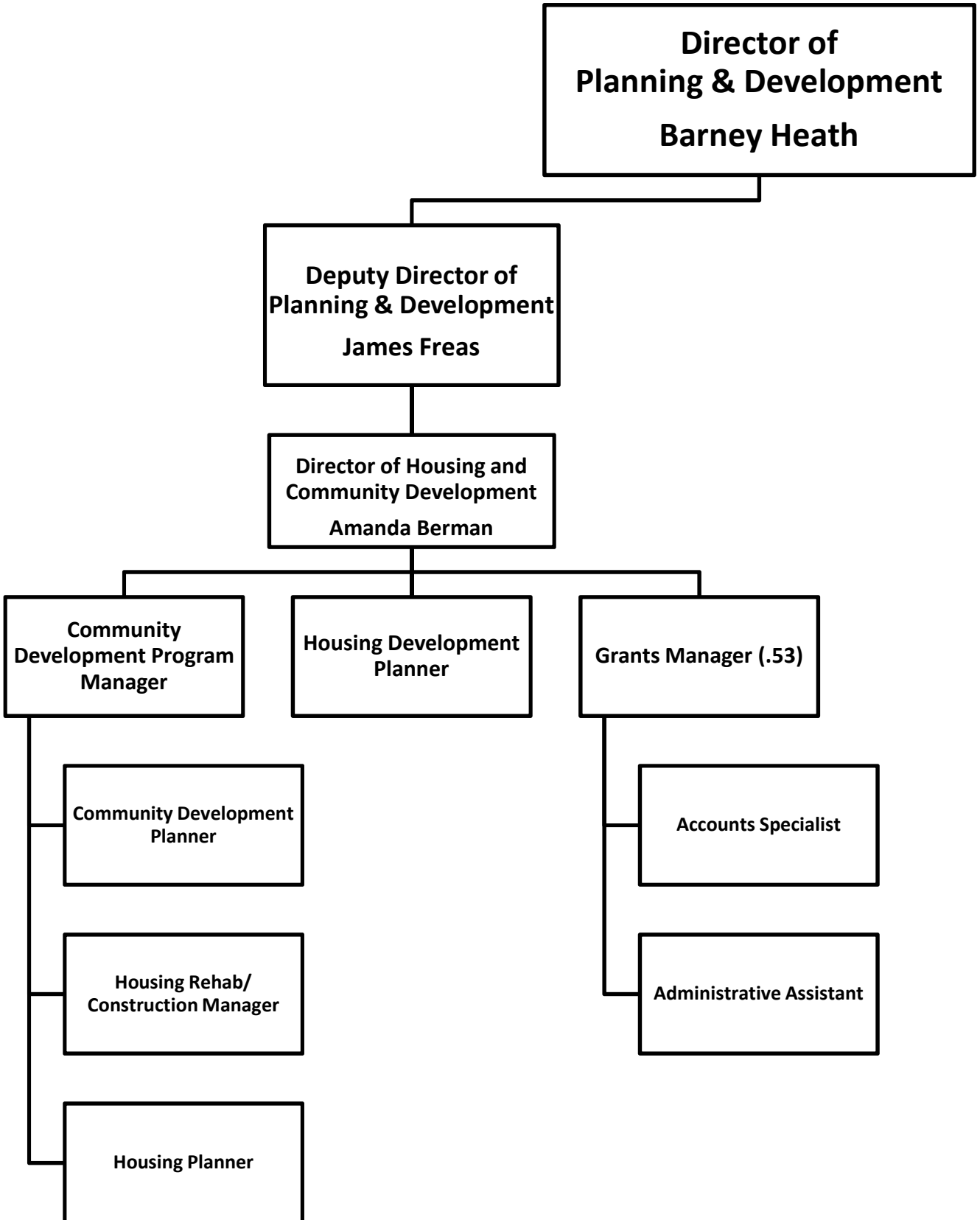
- \$1,900,000 in Community Development Block Grant funds (estimated 1% decrease from FY19),
- \$1,437,500 for the HOME Investment Partnerships Program (estimated 10% decrease from FY2019), and
- \$161,000 in Emergency Solutions Grant funds (estimated 3% increase from FY2019.)

We are proud to serve Newton’s residents as we expand the city’s stock of affordable housing and economic diversity, prevent homelessness and promote access for persons of all abilities.

*Barney S. Heath*

Barney S. Heath, Director  
Newton Department of Planning and  
Development

**Planning & Development**  
**Housing and Community Development Division**



**Newton Community Development Block Grant Program - FY20 Budget- DRAFT**

| PROJECT #                                                                                                                               | IDIS # | Env. Review        | Budget Code | Account | Projects                                                                                                      | Letter-of-Credit (LOC) Budget | FY20 Program Income (Estimated) | Prior Year(s) Program Income (FY19) | Prior Year(s) Entitlement Funds | Total Budget          |
|-----------------------------------------------------------------------------------------------------------------------------------------|--------|--------------------|-------------|---------|---------------------------------------------------------------------------------------------------------------|-------------------------------|---------------------------------|-------------------------------------|---------------------------------|-----------------------|
| <b>HOUSING PROGRAM</b>                                                                                                                  |        |                    |             |         |                                                                                                               |                               |                                 |                                     |                                 |                       |
| CD20-01A                                                                                                                                |        | Exempt             | 15Y114      | Various | Housing Program Delivery                                                                                      | \$300,000.00                  |                                 |                                     |                                 | \$300,000.00          |
| CD20-01B                                                                                                                                |        | project by project | 15Y114      | 5796    | Housing Rehabilitation and Development Program Fund                                                           | \$840,000.00                  |                                 |                                     |                                 | \$840,000.00          |
| CD20-01C                                                                                                                                |        | project by project | 15Y114      | 5796C   | Housing Program Rehab Revolving Loan Fund (estimated rehab loan repayments)                                   |                               | \$81,250.00                     |                                     |                                 | \$81,250.00           |
| <b>HOUSING PROGRAM TOTAL</b>                                                                                                            |        |                    |             |         |                                                                                                               | <b>\$1,140,000.00</b>         | <b>\$81,250.00</b>              | <b>\$0.00</b>                       | <b>\$0.00</b>                   | <b>\$1,221,250.00</b> |
| <b>ARCHITECTURAL ACCESS</b>                                                                                                             |        |                    |             |         |                                                                                                               |                               |                                 |                                     |                                 |                       |
| CD20-03A                                                                                                                                |        | project by project | 15Y114      | 586001  | Accessible Crosswalk Signals (RRFBs)                                                                          | \$60,000.00                   |                                 |                                     |                                 | \$60,000.00           |
| CD20-03B                                                                                                                                |        | project by project | 15Y114      | 586001  | Park Pathway Installation                                                                                     | \$30,000.00                   |                                 |                                     |                                 | \$30,000.00           |
| CD20-03C                                                                                                                                |        | project by project | 15Y114      | 586001  | FY20 Curb Cut Pool                                                                                            | \$5,000.00                    |                                 |                                     | \$30,000.00                     | \$35,000.00           |
| <b>ARCHITECTURAL ACCESS TOTAL</b>                                                                                                       |        |                    |             |         |                                                                                                               | <b>\$95,000.00</b>            | <b>\$0.00</b>                   | <b>\$0.00</b>                       | <b>\$30,000.00</b>              | <b>\$125,000.00</b>   |
| <b>HUMAN SERVICES</b>                                                                                                                   |        |                    |             |         |                                                                                                               |                               |                                 |                                     |                                 |                       |
| CD20-05A                                                                                                                                |        | Exempt             | 15Y114      | 5797    | Barry Price Rehabilitation Center / Building Independence and Self-Esteem Through Employment                  | \$15,000                      |                                 |                                     |                                 | \$15,000.00           |
| CD20-05B                                                                                                                                |        | Exempt             | 15Y114      | 5797    | Boys and Girls Club / Financial Aid for Teens and Families                                                    | \$16,000                      |                                 |                                     |                                 | \$16,000.00           |
| CD20-05C                                                                                                                                |        | Exempt             | 15Y114      | 5797    | EMPath / Career Family Opportunity Program                                                                    | \$5,000                       |                                 | \$30,000                            |                                 | \$35,000.00           |
| CD20-05D                                                                                                                                |        | Exempt             | 15Y114      | 5797    | Family ACCESS of Newton / Social Mobility for Young Families                                                  | \$48,000                      |                                 |                                     |                                 | \$48,000.00           |
| CD20-05E                                                                                                                                |        | Exempt             | 15Y114      | 5797    | Horace Cousens Industrial Fund / Emergency Payment for Families in Financial Crisis                           | \$12,000                      |                                 |                                     |                                 | \$12,000.00           |
| CD20-05F                                                                                                                                |        | Exempt             | 15Y114      | 5797    | 2Life Communities / Caring Choices and Wellness Nursing for Low-Income Seniors                                | \$12,500                      |                                 |                                     |                                 | \$12,500.00           |
| CD20-05G                                                                                                                                |        | Exempt             | 15Y114      | 5797    | Jewish Family & Children's Service/ Stabilization & Recovery Services for People with Mental Illness & Autism | \$12,500                      |                                 |                                     |                                 | \$12,500.00           |
| CD20-05H                                                                                                                                |        | Exempt             | 15Y114      | 5797    | Newton Community Development Foundation / Resident Services Program                                           | \$28,000                      |                                 |                                     |                                 | \$28,000.00           |
| CD20-05I                                                                                                                                |        | Exempt             | 15Y114      | 5797    | Newton Housing Authority / Resident Services Program                                                          | \$23,000                      |                                 |                                     |                                 | \$23,000.00           |
| CD20-05J                                                                                                                                |        | Exempt             | 15Y114      | 5797    | Plowshares Education Development Center / Tuition Assistance for Preschool and After School                   | \$10,000                      |                                 |                                     |                                 | \$10,000.00           |
| CD20-05K                                                                                                                                |        | Exempt             | 15Y114      | 5797    | REACH / Individual Support and Advocacy including Emergency Hotline and Community Outreach                    | \$11,520                      |                                 |                                     |                                 | \$11,520.00           |
| CD20-05L                                                                                                                                |        | Exempt             | 15Y114      | 5797    | Riverside Community Care / Mental Health Services Promoting Economic Mobility                                 | \$40,000                      |                                 |                                     |                                 | \$40,000.00           |
| CD20-05M                                                                                                                                |        | Exempt             | 15Y114      | 5797    | The Second Step / Residential and Community Programs for Survivors of Domestic Violence                       | \$35,000                      |                                 |                                     |                                 | \$35,000.00           |
| CD20-05N                                                                                                                                |        | Exempt             | 15Y114      | 5797    | Newton Senior Center/Fitness Programming                                                                      | \$10,000                      |                                 |                                     |                                 | \$10,000.00           |
| CD20-98D                                                                                                                                |        | Exempt             | 15Y114      | 5797    | Human Service Program Income Reserve**** (for FY21 projects- do not include in FY20 budget totals)            |                               | \$18,750                        |                                     |                                 |                       |
| <b>HUMAN SERVICES TOTAL (Cannot exceed 15% of current year LOC + 15% of prior year program income)</b>                                  |        |                    |             |         |                                                                                                               | <b>\$278,520.00</b>           | <b>\$18,750.00</b>              | <b>\$30,000.00</b>                  | <b>\$0.00</b>                   | <b>\$308,520.00</b>   |
| <b>PROGRAM ADMINISTRATION</b>                                                                                                           |        |                    |             |         |                                                                                                               |                               |                                 |                                     |                                 |                       |
| CD20-09A                                                                                                                                |        | Exempt             | 15Y114      | Various | Program Administration                                                                                        | \$379,000.00                  | \$25,000.00                     |                                     |                                 | \$404,000.00          |
| CD20-09B                                                                                                                                |        | Exempt             | 15Y114      | Various | Citizen Participation                                                                                         | \$1,000.00                    |                                 |                                     |                                 | \$1,000.00            |
| CD20-99                                                                                                                                 |        | Exempt             | 15Y114      | 5797    | Contingencies                                                                                                 | \$6,480.00                    |                                 |                                     |                                 | \$6,480.00            |
| <b>RATION TOTAL (Cannot exceed 20% of current year LOC + 20% of current year program income- must also include Planning activities)</b> |        |                    |             |         |                                                                                                               | <b>\$386,480.00</b>           | <b>\$25,000.00</b>              | <b>\$0.00</b>                       | <b>\$0.00</b>                   | <b>\$411,480.00</b>   |
| <b>GRAND TOTAL ALL PROGRAM AREAS</b>                                                                                                    |        |                    |             |         |                                                                                                               | <b>\$1,900,000.00</b>         | <b>\$125,000.00</b>             | <b>\$30,000.00</b>                  | <b>\$30,000.00</b>              | <b>\$2,066,250.00</b> |
| <b>ESTIMATED FY20 CDBG Letter of Credit Funds from HUD B-19-MC-25-0019</b>                                                              |        |                    |             |         |                                                                                                               | <b>\$1,900,000.00</b>         |                                 |                                     |                                 |                       |

(Estimated ~1% Decrease from FY19 Allocation of \$1,918,213)

\*\*\*\* FY20 Program Income for Human Services (\$18,750) is not included in total as it is reserved for FY21 programs

# Housing and Community Development

## Fiscal Year 2020 Outcomes and Strategies

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### Outcome 1

#### Create and Preserve Affordable Rental and Homeownership Housing

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Consistent with the FY2015-FY2020 Consolidated Plan, the Housing and Community Development Division will continue to utilize CDBG and HOME funds for a variety of programs and activities designed to create, rehabilitate, and preserve affordable housing opportunities

across Newton, as well as expand the stock of accessible and visitable housing.

During FY2020, CDBG funds will be allocated to the Newton Housing Authority to support development of Haywood House, a 55-unit newly constructed facility serving low-to-moderate income elderly residents. The project includes a set-aside for 11 units serving households earning at or below 30% of the Area Median Income (AMI) and 21 units serving households at or below 60% AMI. Three of the units will also be fully accessible and four will be designated for formerly homeless or at-risk households.

The Division will also continue to administer a Downpayment/Closing Cost Assistance program, supporting and expanding sustainable homeownership in new and existing deed restricted affordable units. Staff anticipate serving 3 households during FY2020.

Additionally, as the lead entity of the WestMetro HOME Consortium, the Division will continue to bolster affordable housing activities across the 13-member communities.

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The Division will continue to support the provision of essential services for low-to-moderate income individuals and households, especially children, families, seniors, survivors of domestic violence, persons with disabilities, homeless persons and at-risk youth.

Approximately \$275,000 in CDBG Human Service grants will be distributed to 13 public service and non-profit organizations during FY2020. Newton's Human Service Program is modeled after the Brookings Institute's "Benchmarks for Success." We prioritize interventions and outcomes promoting upward economic mobility and will support a variety of programming including access to affordable child care, financial literacy, resident services and case management and vocational training for severely disabled adults.

Additionally, approximately \$145,109 in Emergency Solutions Grant (ESG) funds will be distributed to 5 non-profit agencies and 8 programs serving homeless and at-risk individuals and families throughout Brookline, Newton, Waltham and Watertown. These funds will provide for emergency shelter, case management, homelessness prevention and rapid rehousing services.

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### Outcome 2

#### Provide Human Services

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# Housing and Community Development Fiscal Year 2020 Outcomes and Strategies

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## Outcome 3

### Remove Architectural Barriers

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Housing and Community Development Division Staff are committed to increasing access for persons with disabilities to public thoroughfares, public buildings, parks and recreational facilities, and non-profit agencies throughout Newton. The citywide

removal of architectural and material barriers is often performed in partnership with the Department of Public Works, Public Buildings, Parks and Recreation and the ADA/504 Coordinator.

In addition to a significant amount of work done by DPW and other City departments, Division staff, in coordination with the Commission on Disability, will also allocate approximately \$120,000 across three projects during FY2020:

- \$60,000 for the installation of three Rectangular Rapid-Flashing Beacons (RRFB).
- \$30,000 for the construction of accessible pathways at playground parks.
- \$30,000 for the installation of curb cuts in the City.

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The Division will continue to collaborate with the Fair Housing Committee (FHC), to increase knowledge about fair housing laws and obligations, identify and address discriminatory actions, and increase the capacity of the City and WestMetro HOME Consortium to affirmatively further fair housing and advance access to housing opportunity for all.

Division staff will take part in training on fair housing during FY2020 and will in turn support a number of programs designed to educate elected officials, decision makers, and the general public about these obligations. The City and WestMetro HOME Consortium will also initiate development of the 2021-2025 Regional Analysis of Impediments, which, in addition to the above measures, will outline meaningful goals and objectives to undertake in overcoming identified barriers to fair housing choice and opportunity throughout Newton and the 13-member Consortium.

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## Outcome 4

### Further Fair Housing Affirmatively

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FUND: 15 - CDBG GRANT FUND 14.218  
DEPARTMENT: ALL DEPARTMENTS

**CITY OF NEWTON BUDGET  
PERSONNEL DETAIL**

| Account                                 | Position Title<br>Employee Name | Benefits Date |              |           | Holiday      |              | Grade    | F.Y.           | FTE         | GROSS          |
|-----------------------------------------|---------------------------------|---------------|--------------|-----------|--------------|--------------|----------|----------------|-------------|----------------|
|                                         |                                 | Hire Date     | Yrs. Service | Longevity | OPEB         | Add Comp     |          |                |             |                |
| <b>114 - PLANNING &amp; DEVELOPMENT</b> |                                 |               |              |           |              |              |          |                |             |                |
| <b>15V114 - 2017 CDBG GRANT PROGRAM</b> |                                 |               |              |           |              |              |          |                |             |                |
| 511001                                  | <b>REHAB CONSTRUCTION MGR</b>   | 9/4/2012      |              |           |              | 0            |          | FY 2019        | 1.00        | 78,129         |
|                                         | DESMARAIS, DOUGLAS              | 9/4/2012      | 6.82         | 750       | 2,465        | 0            | H8-13    | FY2020         | 1.00        | 80,473         |
|                                         | <b>CD/HOME PROGRAM MGR</b>      | 8/29/2016     |              |           |              | 0            |          | FY 2019        | 1.00        | 80,540         |
|                                         | POWERS, RACHEL                  | 8/29/2016     | 2.75         | 0         | 2,366        | 0            | H10-6    | FY2020         | 1.00        | 83,594         |
|                                         | <b>HOUSING PLANNER</b>          | 4/27/2015     |              |           |              | 0            |          | FY 2019        | 1.00        | 57,978         |
|                                         | LUCAS, MALCOLM                  | 4/27/2015     | 1.18         | 0         | 1,794        | 0            | S8-5     | FY2020         | 1.00        | 61,380         |
|                                         | <b>ADMIN ASSISTANT</b>          | 5/1/1984      |              |           |              | 0            |          | FY 2019        | 1.00        | 59,816         |
|                                         | ANTONELLIS, JANET               | 5/1/1984      | 32.19        | 2,500     | 0            | 0            | S6-11    | FY2020         | 1.00        | 61,482         |
|                                         | <b>CD PLANNER</b>               |               |              |           |              | 0            |          | FY 2019        | 1.00        | 54,881         |
|                                         | LEUNG, TIFFANY                  | 6/27/2011     | 8            | 500       | 1,741        | 0            | S8-2     | FY2020         | 1.00        | 56,170         |
| <b>Account Totals:</b>                  |                                 |               |              |           |              | <b>0</b>     |          | <b>FY 2019</b> | <b>5.00</b> | <b>331,344</b> |
|                                         |                                 |               |              |           | <b>3,750</b> | <b>8,365</b> | <b>0</b> | <b>FY2020</b>  | <b>5.00</b> | <b>343,099</b> |
| 51102                                   | <b>ACCOUNTS SPECIALIST</b>      | 5/15/1989     |              |           |              | 0            |          | FY 2019        | 0.70        | 52,663         |
|                                         | MARY WALSH RHINES               | 5/15/1989     | 27.15        | 1,075     | 0            | 0            | H6-22    | FY2020         | 0.70        | 54,243         |
|                                         | <b>GRANTS MGR</b>               | 9/4/2002      |              |           |              | 0            |          | FY 2019        | 0.53        | 43,265         |
|                                         | BAILEY, DANIELLE                | 9/4/2002      | 14.83        | 900       | 0            | 0            | H9-9     | FY2020         | 1.00        | 44,562         |
| <b>Account Totals:</b>                  |                                 |               |              |           |              | <b>0</b>     |          | <b>FY 2019</b> | <b>1.23</b> | <b>95,928</b>  |
|                                         |                                 |               |              |           | <b>1,975</b> | <b>0</b>     | <b>0</b> | <b>FY2020</b>  | <b>1.70</b> | <b>98,805</b>  |
| <b>TOTAL 2017 CDBG GRANT PROGRAM</b>    |                                 |               |              |           |              | <b>0</b>     |          | <b>FY 2019</b> | <b>6.23</b> | <b>427,272</b> |
|                                         |                                 |               |              |           | <b>5,725</b> | <b>8,365</b> | <b>0</b> | <b>FY2020</b>  | <b>6.70</b> | <b>441,904</b> |
| <b>TOTAL PLANNING &amp; DEVELOPMENT</b> |                                 |               |              |           |              | <b>0</b>     |          | <b>FY 2019</b> | <b>6.23</b> | <b>427,272</b> |
|                                         |                                 |               |              |           | <b>5,725</b> | <b>8,365</b> | <b>0</b> | <b>FY2020</b>  | <b>6.70</b> | <b>441,904</b> |