



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Grants Management Division

m e m o r a n d u m

TO: Bruce K. Walden, Chief Administrative Office

FROM: Elizabeth H. Tyler, AICP, City Planner/Director

DATE: April 18, 2002

SUBJECT: **Approval of the FY 2002-2003 Annual Action Plan
(A Resolution Approving the City of Urbana and Champaign/Urbana/
Champaign County HOME Consortium FY 2002-2003 Annual Action Plan)**

Description

Included on the agenda of the April 22, 2002 City Council Committee of the Whole meeting is recommending to forward of the FY 2002-2003 Annual Action Plan (AAP) to Council for approval.

The AAP is a consolidated planning document describing the use of Community Development Block Grant (CDBG) and HOME Investment Partnership Program (HOME) funds received by Urbana and the Champaign/Urbana/ Champaign County HOME Consortium.

The AAP must be submitted to Department of Housing and Urban Development (HUD) 45 days prior to July 1, 2002. This results in a May 17, 2002 deadline for submittal to HUD's Chicago Office.

At the April 8 Committee of the Whole meeting, Council determined it would not act on the FY 2002-2003 Annual Action Plan (AAP) until they had reviewed all other city budget concerns.

Further, Council tasked staff with the following:

- Review carryover activities to be sure of that progress is being made toward completing projects.
- Identify programs that have accessibility as a component of the program.
- Address typographical error in Neighborhood Organization Grant section.
- Modify adopting resolution by moving approval of Neighborhood Organization Grant from Section 3 to Section 4.

These matters have been addressed and details are provided herein.

Another major consideration related to the Annual Plan has been identified. This being the failure of staff to utilize the appropriate budget constraints in preparing the Public Service Activities section of the AAP. The total amount available for Public Service Activities is \$86,693, rather than \$99,485. This is a difference of \$12,792. Staff has provided recommended budget adjustments to address this error.

Issues

The issue before City Council is whether to approve the AAP for submittal to HUD. City Council authorization is necessary for the City and the Consortium to submit the AAP to HUD.

Background

The following is a summary of activities taken to address council tasks and staff adjustments.

Review Carry Over Activities

Staff had prepared a spreadsheet indicating the amount of carry over for each activity in the AAP and the activity's current level of carry over. This information can be included in the AAP, however, in previous years, carry over adjustments are made during the late summer amendment process in order to utilize year-end accounting.

Accessibility Programs

The programs that have a direct accessibility component are the Emergency Grant and Access Grant programs.

Typographical Error in NOG section of AAP

This had been corrected, changing two to "a", describing the program as singular.

Modify Resolution by moving approval of Neighborhood Organization Grants from Section 3 to Section 4.

The resolution has been modified and a copy is attached.

Public Service Cap Correction

This budget error was a function of using the value of program income for FY 2000-2001 rather than FY 2001-2002. Program income in FY 2000-2001 was \$124,000. This was significantly higher than that received and anticipated for FY 2001-2002 at \$38,955.

HUD provides that the maximum amount that can be spent on public service activities is 15% of the annual CDBG grant award and 15% of last year's program income. This amounts to public service spending cap of \$86,693.

The following are program adjustments to remain within the public service spending cap.

Reductions: Annual Action Plan Budget

CDBG Transitional Housing

Personnel	-\$4,726
Program/Operations	-\$4,000
CDBG Neighborhood Clean-Up	-\$5,000
<u>HOME Owner-Occupied Rehabilitation</u>	<u>-\$4,726</u>
Total Reductions	\$18,452

Increases: Annual Action Plan Budget

CDBG Un-Programmed Funding	\$13,726
<u>HOME Program Delivery</u>	<u>\$4,726</u>
Total Increases	\$18,452

Transitional Housing Personnel reduction of \$4,726 can be accommodated by allowing HOME Program Delivery to fund this portion of salary. With the experience in managing the Transitional Housing Program, staff time can be directed to assisting with program delivery activities associated with the HOME funded activities such as Tenant Based Rent Assistance and Rehabilitation.

Transitional Housing Program/Operations reduction of \$4,000 can be accommodated by delaying some maintenance items. Staff is also hopeful that current year funding can address some maintenance items if no emergency maintenance concerns arise.

Neighborhood Clean-Up reduction of \$5,000 can likely be accommodated with the planned reduction in clean-up activities. Limiting participants to 1 load of junk and debris should limit the volume of trash and subsequent program costs.

Owner-Occupied Rehabilitation reduction of \$4,726 can be accommodated and will not impact funding necessary to leverage Federal Home Loan Bank application for additional funds. Also, staff is applying for additional “Get the Lead Out” funding from the Illinois Department of Public Health.

Un-Programmed Funding in the amount of \$13,726 is a result of reducing the public service funding by this amount to meet spending cap requirements. This funding can be distributed now or during the amendment process in August /September. Staff believes that the later distribution is more effective way of identifying projects for additional funding.

HOME Program Delivery increase of \$4,726 can be accommodated and will reflect allocation of staff work activities.

Options

Options for Council action include the following:

1. Approve the FY 2002-2003 AAP, including recent staff adjustments, and forward the Resolution to Council for approval.
2. Approve the FY 2002-2003 AAP, with other changes to be inserted into the document and forward the Resolution to Council for approval.
3. Do not approve the FY 2002-2003 AAP and task staff with activities necessary to obtain Council approval.

Fiscal Impacts

Failure to approve the AAP in a timely manner could result in delays with drawing funds from HUD and delays in implementing projects listed in the AAP. Both the County and City of Champaign would also realize any delay in the availability of funds. The AAP must be in HUD's Chicago Office by May 17, 2002.

Staff would like to pursue a course of action that leads to approval at the May 6 City Council meeting.

Approval of the AAP and subsequent approval from HUD provides the City of Urbana with the following entitlement dollars:

\$539,000 CDBG funds

\$395,730 HOME* funds

*HOME program requires \$58,367 matching funds

Recommendations

Staff also recommends approval of the Draft Annual Action Plan, Version 2.5 with the added adjustments noted herein.

Attachments:

- CDBG and HOME spreadsheets depicting staff recommended adjustments to the Annual Action Plan
- A Resolution Approving the City of Urbana and Champaign/Urbana/Champaign County HOME
- City of Urbana and Urbana HOME Consortium FY 2002-2003 Annual Action Plan

Memorandum Prepared By:

Bob Grewe, AICP
Grants Management Division Manager

FY 2002-2003 CDBG Program			
Carry Over Funding Update			
Program	Draft AAP	Current Amount	Difference
NOG VI	3,500	3,500	0
NOG V	55	55	0
Property Acquisition	2,697	1,697	1,000
Property Acquisition UCAN	30,000	30,000	0
Property Acquisition	59,949	59,949	0
Property Acquisition	67,010	66,984	26
Emergency Grant	5,498	5,282	216
Emergency Grant/Access	46,966	22,365	24,601
Senior Repair	7,101	6,401	700
Urban League	6,000	6,000	0
Site Improvements C-U Apartments	4,505	4,505	0
Planned Parenthood Roof Repair	7,795	7,795	0
King Park Center	3,000	3,000	0
Street Lighting CT 55	5,000	5,000	0
Consolidated Social Service Funding	30,800	19,931	10,869
	279,876	242,464	37,412
If Council desires, these updated values can be included in Version 2.5 of the AAP.			
In previous years, these accounting updates are made during the AAP amendment process			
This timing allows for utilization of year-end accounting.			

DRAFT	FY 2002- 2003 CDBG Program			4/22/2002		
		Version 1.5	Version 2.0	adjustments	Version 2.5	
Revenue						
	Entitlement	539,000	539,000		539,000	
	Estimate Recapture	47,500	47,500		47,500	
	Program Income (2/15/02)	28,955	28,955		28,955	
	Program Income (estimate)	10,000	10,000		10,000	
	TOTAL	625,455	625,455		625,455	
Expenses						
	ADMINISTRATION					
	Personnel	66,950	66,950		66,950	
	Overhead	24,500	24,500		24,500	
	Public Information	5,000	5,000		5,000	
	Neighborhood Organization Grants	2,500	2,500		2,500	
	TOTAL Administration	98,950	98,950		98,950	107,800 cap
	PROGRAM DELIVERY					
	Staff Salaries/Overhead	58,271	58,271		58,271	
	PUBLIC SERVICE					
	Transitional Housing	49,000	49,000	-8,726	40,274	see footnote
	Neighborhood Cleanup	30,000	30,000	-5,000	25,000	
	Consolidated Social Service Pool	20,485	20,485		20,485	add \$20,100=\$40,585
	TOTAL Public Service	99,485	99,485	-13,726	85,759	86,693 cap
	UN-PROGRAMMED FUNDING			13,726	13,726	
	PREVIOUS OBLIGATIONS					
	Center for Women in Transition	50,000	50,000		50,000	
	Street Reconstruction	58,500	58,500		58,500	
	Series Streetlight Replacement	50,000	50,000		50,000	
	TOTAL Previous Obligations	158,500	158,500		158,500	
	SUBTOTAL Expenditures	415,206	415,206		415,206	
	Remaining Funds for Allocation	210,249	210,249		210,249	
	Transitional Housing Improvements	5,249	5,249		5,249	
	Senior Repair Service	15,000	15,000		15,000	
	Emergency/Access Grant Program	80,000	80,000		80,000	
	Housing Authority Pre-Development	40,000	40,000		40,000	
	Urban League Paint/Siding	5,000	5,000		5,000	
	Mental Health Center	9,000	9,000		9,000	
	Prairie Center Expansion	40,000	40,000		40,000	
	Family Service Expansion	16,000	16,000		16,000	
	TOTAL Other Projects	210,249	210,249		210,249	
	TOTAL Expenses	625,455	625,455		625,455	
	*8,726, this amount is the sum of 4,000 reduction in Transitional Housing operations and \$4,726 reduction in Transitional Housing personnel.					

DRAFT		FY 2002-2003 HOME Program				
			4/3/2002		4/22/2002	
		1.5 Version Total	Adjustments	2.0 Version Total	Adjustments	2.5 Version
Revenue	Entitlement/Consortium	1,039,000		1,039,000		1,039,000
	25% Match	220,789		220,789		220,789
	Total	1,259,789		1,259,789		1,259,789
Expenses	URBANA ADMINISTRATION					
	Personnel	81,590	-12,100	69,490		69,490
	Other/Overhead	14,310	20,100	34,410		34,410
	Intern	8,000	-8,000	0		0
	Subtotal	103,900		103,900		103,900
	CHDO ADMINISTRATION					
	ICFCI (Property Acquisition)	6,950		6,950		6,950
	Urban League	25,000		25,000		25,000
	Homestead	20,000		20,000		20,000
	Subtotal	51,950		51,950		51,950
	CHDO 15%					
	Urban League (Lease Purchase)	117,813		117,813		117,813
	Homestead	50,000		50,000		50,000
	ICFCI (Completion of Eads@ Lin	27,000		27,000		27,000
	Subtotal	194,813		194,813		194,813
	CHAMPAIGN					
	Metamoya	84,080		84,080		84,080
	Property Acq.	130,000		130,000		130,000
	Urban League	75,000		75,000		75,000
	O/O Rehab	158,665		158,665		158,665
	Taylor Thomas Development	35,000		35,000		35,000
	Subtotal	482,745		482,745		482,745
	URBANA					
	O/O Rehab	163,661		163,661	-4,726	158,935
	Program Delivery	34,483	20,100	54,583	4,726	59,309
	Urban League (1-units Lease Pur	9,687		9,687		9,687
	Property Acquisition (in support of	84,000	-20,100	63,900		63,900
	Subtotal	291,831		291,831		291,831
	CHAMPAIGN COUNTY					
	O/O Rehab	114,550		114,550		114,550
	Program Delivery	20,000		20,000		20,000
	Subtotal	134,550		134,550		134,550
	TOTAL	1,259,789		1,259,789		1,259,789

Recommended to Urbana City Council by Community Development Commission March 26, 2002
Approved by Urbana City Council Resolution No. _____
Amended by Urbana City Council Resolution No. _____

DRAFT

Version 2.5

**City of Urbana
and
Urbana HOME Consortium**



**Annual Action Plan
FY 2002-2003**

Prepared by:
City of Urbana
Community Development Services
Grants Management Division
400 South Vine Street
Urbana, IL 61801
217.384.2447

**CITY OF URBANA
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
FY 2002 – 2003**

The following terms and abbreviations are used throughout the Annual Action Plan:

FEDERAL CITATION FOR AUTHORIZATION

ENVIRONMENTAL REVIEW STATUS

NG=New Grant

OCO=Obligated Carryover

PI=Program Income

RF=Recaptured Funds)

Resources-Federal :

2002-2003 Grant	\$539,000
Recapture Funds (RF)	47,500
Program Income Estimate (PI)	\$10,000
Program Income (2/15/02)(PI)	\$28,955
Available Resources	<u>\$625,455</u>
Obligated Carryover	<u>\$279,867</u>
TOTAL RESOURCES	\$905,322

ADMINISTRATION

General Administration Activities

Specific Objective Q-2 [24 CFR 570.206(a)] EXEMPT

Personnel - Administrative	66,950	(27,995 NG/38,955 PI)
Division Manager @ 50%		
Grants Coordinator II @ 55%		
Secretary @ 10%		
IMRF/FICA @ 11.44%		
Insurance		
Other Administrative Expenses	24,500	(24,500 NG)
Books & Periodicals	1,000	
Office Supplies	1,500	
Photo Supplies	300	
Printing	3,000	
Dues & Subscriptions	1,500	
Travel & Conference	5,100	
Postage	1,500	
Recording Fees	100	
Audits	500	
Program Overhead	10,000	
Public Information	5,000	(5,000 NG) [24 CFR 570.206(b)] EXEMPT

Neighborhood Organization Grant Program VII (FY02/03) Funds will be contributed towards the capacity-building activities a neighborhood organization, Historic East Urbana Neighborhood Association (HEUNA). \$2,500 (2,500 NG) *Specific Objective Q-1* [24 CFR 570.205(b)] *EXEMPT*

*Potential Future Funding Neighborhood Organization Grant Program VI (FY02/03) If funds are recaptured, not spent in FY 2001-2002 and carried forward to FY 2002-2003, funding for a Neighborhood Organization Grant will be awarded to United Citizens and Neighbors (UCAN). Such an arrangement will likely be facilitated when the Annual Action Plan is amended in late summer/fall to insert information on service funding pool project that will be funded by CDBG. This funding is subject to the 20% cap on administration/planning and capacity building activities.

*Potential Future Funding Planning and Capacity Building Activities (FY02/03) If funds are recaptured, not spent in FY 2001-2002 and carried forward to FY 2002-2003, funding for planning and capacity building will be awarded to the Lakeside Terrace Residents Council. Such an arrangement will likely be facilitated when the Annual Action Plan is amended in late summer/fall to insert information on service funding pool project that will be funded by CDBG. This funding is subject to the 20% cap on administration/planning and capacity building activities.

TOTAL ADMINISTRATION EXPENSE **\$98,950 (18%)**

UN-PROGRAMMED FUNDING \$13,726

AFFORDABLE HOUSING PROGRAM

Program Delivery

Specific Objective Q-3 [24 CFR 570.202(b)(9)] *EXEMPT*

Personnel - Administrative \$54,271 (54,270 NG)

Grants Coordinator II @ 26%

Housing Rehab. Coordinator @ 50%

Secretary @ 55%

IMRF/FICA @ 11.44%

Insurance

Case Preparation \$4,000 (3,000 NG)
[24 CFR 570.202(b)(9)] *EXEMPT*

NEW FUNDING ACTIVITIES

HOUSING REHABILITATION ACTIVITIES

Predevelopment Activities Related to Lake Terrace Apartments Area (FY 02-03) Funds will be used for planning and capacity building analysis necessary to provide the City of Urbana and the Housing Authority of Champaign County, with the information necessary to determine the optimal approach to improving these public housing units and surrounding area/neighborhood. \$40,000 (40,000 NG)
Specific Strategies D-1 & D-4

Emergency Grant and Access Grant Programs (FY 02-03) Funds will be contributed for two programs providing repairs necessary to alleviate hazardous conditions which pose a threat to the health and safety of a homeowner and general improvements necessary to remove barriers to accessibility by persons with disabilities. Homeowners earning less than 50% of the Median Family Income for Champaign County are eligible for the Emergency Grant Program. The Access Grant Program is available for homeowners or renters who earn less than 80% of Median Family Income. Both programs are available citywide. All work activities will be accomplished through contract arrangements. \$80,000 (80,000 NG) *Specific Objectives B-1 & C-4* [24 CFR 570.202(a)(1)] [24 CFR 570.202(b)(10) & (11)] *CATEGORICALLY EXCLUDED CONVERTED TO EXEMPT*

Urbana Senior Repair Service (FY 02/03) Funds will be contributed to a home maintenance repair program for very low-income homeowners 62 years old or older and for very low-income homeowners with disabilities (any age). To be eligible for this program a family must earn less than 50% of the Median Family Income as established annually by HUD. This program is available citywide. \$15,000 (15,000 NG) *Specific Objectives L-1 & L-3* [24 CFR 570.202(a)(1) & (b)(10)] *CATEGORICALLY EXCLUDED CONVERTED TO EXEMPT*

Provena Behavioral Mental Health at the Mental Health Center Group Home Renovation (FY 02-03) Funds will be used to make priority renovations to group homes located on Elm Street and Cottage Grove that serve low and very low-income persons with psychiatric disabilities. \$9,000 (\$9,000 NG). *Specific Objectives B-1*

Urban League of Champaign County House Siding Program (FY 02/03) The City will contract with Urban League to facilitate painting and/or siding of exterior trim, gutters and downspouts at houses owned and occupied by very low-income families or individuals residing within the corporate limits of Urbana. \$5,000 (5,000 NG) *Specific Objective C-4* [24 CFR 570.202(a)(1)] *CATEGORICALLY EXCLUDED CONVERTED TO EXEMPT*

Improvements to City of Urbana Transitional Housing Units (FY 02/03) Funds will be committed for the renovation of three properties owned by the City and used in its transitional housing program for homeless families with children. Code-related repairs will be addressed first and any remaining funds may be used to upgrade unit appearances. \$5,249 (5,249 NG) *Specific Objective A-3* [24 CFR 570.202(a)(2)&(b)(1)] *CATEGORICALLY EXCLUDED*

PUBLIC FACILITIES AND IMPROVEMENTS

Prairie Center Health Systems Inc. (FY 02/03) Funding goal for this project is \$100,000 in CDBG funds over a two-year period for the purchase or construction to house residential and outpatient services. \$40,000 (40,000 NG) *Specific Objective J-1*

Family Service of Champaign County (FY 02/03) Funds in the amount of \$16,000 will be used for architectural services related to the preparation of construction and bid documents for construction and renovation activities. \$16,000 (16,000 NG) *Specific Objective J-1*

Street Reconstruction (FY 02/03) This is the third of three years in which funds will be set aside as a contribution towards resurfacing and installation of curbs and gutters on Oakland Avenue from Broadway Avenue to Division Avenue, and on Division Avenue from Oakland Avenue to Thompson Street. Reconstruction activities are scheduled for summer, 2002. \$58,500 (58,500 NG/127,033 OCO) *Specific Objective K-1* [24 CFR 570.201(c)] *ENVIRONMENTAL ASSESSMENT FIRST-TIER REVIEW* 0011/2000/717 Street Reconstruction \$61,553 and \$65,480 Funds Budgeted

Series Streetlight Replacement Area 3B/Street Improvements (FY 02/03) A total of \$150,000 in CDBG funds and city general funds will be contributed towards replacement of streetlights in Census Tract 55 and/or improvements to Green & Illinois Streets. Funds will be set aside in annual increments for three years to accomplish this commitment. Activities are scheduled for Construction Year 2002-2003. \$50,000 (50,000 NG/100,000 OCO) *Specific Objective K-2 and K-3* [24 CFR 570.201(c)] *ENVIRONMENTAL ASSESSMENT FIRST-TIER REVIEW* 0012/2000/718 Series Street Lighting Replacement \$50,000 and \$50,000 Funds Budgeted

New Construction of Transitional Housing and Educational Facility for Center for Women in Transition (FY 02/03) A total of \$100,000 in CDBG funds will be contributed over a period of two years towards the new construction of a facility to be located at 504 East Church Street, Champaign, Illinois. Such facility will accommodate an educational/meeting area to be located on the first floor and a transitional housing program on the second floor to serve 2-4 homeless families. Other funds contributed to this project include a \$100,000 grant from United

Parcel Service, and a contribution from the City of Champaign. While this project is located outside the City's CDBG jurisdiction, it is necessary to its community development and Consolidated Plan objectives. This project will benefit the City by expanding much needed services to homeless women and children. \$50,000 (50,000 NG/ 50,000 OCO) funds budgeted previously *Specific Objective A-7* [24 CFR 570.309] *ENVIRONMENTAL ASSESSMENT*

PUBLIC SERVICES

Transitional Housing for Homeless Families With Children (FY 02/03) Funds will be contributed to the City of Urbana's transitional housing program. Five dwellings are available for homeless families with children. Rent receipts will be another source of revenue. Properties acquired by the City through a federal funding source will be properly mowed and cleaned according to city ordinance as long as they are the responsibility of the City. \$40,274 (1,500 NG/38,774 RF) *Specific Objective A-1 & C-1* [24 CFR 570.201(b)&(e)] *EXEMPT*

Public Service Activities under Consolidated Social Service Funding Program (FY 02/03) The balance of available funding @ 15% of current entitlement will be allocated for program activities yet to be determined which would benefit low-income residents of the CD Target Area. The Community Development Commission has designated the priorities to be considered by the Urbana City Council for public service funding under the CDBG Program as youth services, rental assistance, and job-training activities that would further apprenticeship opportunities with local contractors for youth and adults. \$40,585 (20,485 NG; \$20,100 City General Fund) *Specific Objectives I-1, O-1 & O-2* [24 CFR 570.201(e)] *EXEMPT*

Programs To be determined via Social Service Funding Program Applications

Neighborhood Clean-Up (FY 02/03) One-day neighborhood clean-up activities will be held in fall, 2002, and spring, 2003, in the Community Development Target Area. Activities will include appliance, metal, and landscape materials recycling. The program will be co-sponsored by the UCAP Committee. \$25,000 (25,000 NG) *Specific Objectives J-1 & L-2* [24 CFR 570.201(f)(1)(ii)] *EXEMPT*

TOTAL PUBLIC SERVICE EXPENSE \$85,759 (15% CAP = \$86,693)

CARRYOVER ACTIVITIES

ADMINISTRATION ACTIVITIES

Neighborhood Organization Grant Program VI (FY01/02) Funds will be contributed towards the capacity-building activities of two neighborhood organizations, North Broadway Neighbors and United Citizens and Neighbors (UCAN). \$3,500 (3,500 OCO) *Specific Objective Q-1* [24 CFR 570.205(b)] *EXEMPT*

Neighborhood Organization Grant Program V (FY99/00 ENC) Funds will be encumbered to affect any outstanding administrative expenses associated with capacity-building activities related to acquisition and rehabilitation of property for sale to a low-income homebuyer by United Citizens and Neighbors (NOG V) \$55 (55 OCO) 0028/1999/641 United Citizens & Neighbors \$2,500 Underway

HOUSING REHABILITATION ACTIVITIES

Acquisition of Real Property, Disposition, Relocation, and Clearance & Demolition

Property Acquisition for Renovation: United Citizens and Neighbors (ENC 97/98) Funds will be encumbered for UCAN to purchase and rehabilitate a deteriorating structure in Census Tract 53. The renovated house will then be sold to a low- to moderate-income family. Funds resulting from the sale of the property will either be used to purchase another deteriorating property for rehabilitation and sale or will be returned to the City for use in other CDBG-eligible activities. HOME Program funds will also be used. \$2,697 (\$2,697 OCO) 0002/1997/156 \$25,000 Underway

Property Acquisition for Renovation: United Citizens and Neighbors CDBG monies will be committed to UCAN for the purchase and rehabilitation of another deteriorating structure in the area of Crystal Lake Park neighborhood (Census Tract 53). The renovated house will be sold to a very low- to moderate-income family. Funds resulting from the sale of the property will either be used to purchase another property for rehabilitation and sale, or will be returned to the City for use in other CDBG-eligible activities. Funds received by UCAN from the sale of property associated with a previous project will also be contributed. \$30,000 (30,000 OCO) *Specific Objective C-4* [24 CFR 570.202(b)(1)] *CATEGORICALLY EXCLUDED FIRST-TIER REVIEW*

Property Acquisition in Support of New Construction and Relocation/Clearance/Disposition Activities (FY99/00 ENC) Funds will be encumbered to purchase lots primarily in Census Tracts 53, 54, and 55, and donated for new housing construction to a non-profit housing developer. If necessary lots will be cleared of substandard structures or debris. Any necessary relocation activities will be governed by the Federal Uniform Relocation Act. Properties may also be acquired and cleared for blight abatement purposes only. \$59,949 (59,949 OCO) [24 CFR 570.201(a)(b)(d)&(i)]

Property Acquisition in Support of New Construction and Relocation/Clearance/Disposition Activities (FY01/02) Funds will be allocated to purchase lots primarily in Census Tracts 53, 54, and 55, and donated for new housing construction to a non-profit housing developer. If necessary lots will be cleared of substandard structures or debris. Any necessary relocation activities will be governed by the Federal Uniform Relocation Act. Properties may also be acquired and cleared for blight abatement purposes only. \$10,000 of these funds will be committed to Illinois Center for Citizen Involvement to investigate and identify lots to be acquired by the City for new housing construction. City-owned properties acquired through the City's federal and non-federal funding sources will be properly maintained as long as they are the responsibility of the City and until they may be contributed to a non-profit housing developer for new construction of affordable housing. \$67,010 (67,010 OCO) *Specific Objective C-1* [24 CFR 570.201(a)(b)(d)(f)(1)(II)&(i)] ENVIRONMENTAL ASSESSMENT FIRST-TIER REVIEW

Emergency Grant and Access Grant Programs (FY00/01 OCO) Funds will be encumbered to affect payment of any outstanding expenses related to program activities from the previous fiscal year. \$5,498 (5,498 OCO)

Emergency Grant and Access Grant Programs (FY 01-02) Funds will be contributed for two programs providing repairs necessary to alleviate hazardous conditions which pose a threat to the health and safety of a homeowner and general improvements necessary to remove barriers to accessibility by persons with disabilities. Homeowners earning less than 50% of the Median Family Income for Champaign County are eligible for the Emergency Grant Program. The Access Grant Program is available for homeowners or renters who earn less than 80% of Median Family Income. Both programs are available citywide. All work activities will be accomplished through contract arrangements. \$46,966 (46,966 OCO) *Specific Objectives B-1 & C-4* [24 CFR 570.202(a)(1)] [24 CFR 570.202(b)(10) & (11)] CATEGORICALLY EXCLUDED CONVERTED TO EXEMPT

Urbana Senior Repair Service (FY 01/02) Funds will be contributed to a home maintenance repair program for very low-income homeowners 62 years old or older and for very low-income homeowners with disabilities (any age). To be eligible for this program a family must earn less than 50% of the Median Family Income as established annually by HUD. This program is available citywide. \$7,101 (7,101 OCO) *Specific Objectives L-1 & L-3* [24 CFR 570.202(a)(1) & (b)(10)] *CATEGORICALLY EXCLUDED CONVERTED TO EXEMPT*

(Urban League of Champaign County) House Siding Program (FY01/02) The City will contract with Urban League to facilitate painting and/or siding of exterior trim, gutters and downspouts at houses owned and occupied by very low-income families or individuals residing within the corporate limits of Urbana. \$6,000 (6,000 OCO) *Specific Objective C-4* [24 CFR 570.202(a)(1)] *CATEGORICALLY EXCLUDED CONVERTED TO EXEMPT*

PUBLIC FACILITIES AND IMPROVEMENTS

Accessibility and Visitability Site Improvement to C-U Independence Apartments CDBG funds will be committed to Developmental Services Center to purchase all necessary materials and labor to complete modifications and installation of a power operator to the main entry door of the facility located at 610 East Kerr Avenue, Urbana. This site improvement will increase accessibility and visitability to residents and their guests as they enter and exit the building. \$4,505 (4,505 OCO) *Specific Objective B-3* [24 CFR 570.202(a)(1) and (b)(11)] *CATEGORICALLY EXCLUDED*

Planned Parenthood Roof Repair Funds may be contributed towards repairing the storm damage to the roof on the facility located at 302 East Stoughton in Champaign. \$7,795 (7,795 OCO) *Specific Objective B-6* [24 CFR 570.201(c)] *CATEGORICALLY EXCLUDED*

King Park Neighborhood Center Funds will be allocated towards development of a neighborhood community center to be located in Census Tract 53. Efforts will be concentrated towards construction of a timeframe for execution of this project, identifying the stakeholders, and developing partnerships to secure additional funding. It is possible that additional monies will be allocated to this activity in future fiscal years to replace the recaptured funding. \$3,000 (3,000 OCO) *Specific Objective J-1* [24 CFR 570.201(c)] *EXEMPT*

Census Tract 55 Street Lighting (FY98/99 ENC) Funds will be encumbered to facilitate final payout for the new street lighting system in Census Tract 55. Funds will continue to be carried over until city staff can complete the necessary Davis-Bacon requirements. \$5,000 (5,000 OCO) *Strategy D9 (Consolidated Plan FY 1995-1999)* 0019/1999/620 CT 55 Curb/Gutter/Paving \$5,000 Underway

PUBLIC SERVICES

Public Service Activities under Consolidated Social Service Funding Program (FY 01/02) The balance of available funding @ 15% of current entitlement will be allocated for program activities yet to be determined which would benefit low-income residents of the CD Target Area. The Community Development Commission has designated the priorities to be considered by the Urbana City Council for public service funding under the CDBG Program as youth services, rental assistance, and job-training activities that would further apprenticeship opportunities with local contractors for youth and adults. \$30,800 (30,800 OCO) *Specific Objectives I-1, O-1 & O-2* [24 CFR 570.201(e)] *EXEMPT*

**Urbana HOME Consortium
HOME Investment Partnership Program
Fiscal Year 2002 - 2003**

Resources-Federal

2002-2003 Grant:	\$1,039,000
HOME Reallocation	0
TOTAL GRANT FUNDS	\$1,039,000

Resources-Other

Local Match:	\$220,789
TOTAL REVENUES	\$1,259,789

ACTIVITIES TO BE UNDERTAKEN:

ADMINISTRATIVE

General Administration Activities [24 CFR 92.206(d)] *EXEMPT*

Personnel: \$69,490

 Manager@40%

 GCII@80%

 Secretary@5%

 IMRF

 FICA

 Insurance

Other Administrative Expenses \$34,410

 Conference/Training 4,644

 Audit 950

 Printing/Publication 1,000

 Postage 100

 Office Supplies 1,000

 Dues & subscriptions 500

 Program overhead 25,650

TOTAL ADMINISTRATIVE EXPENSE \$103,900

Community Housing Development Organizations (CHDO) 15% Set Aside

Homestead Corporation Rental Housing Development Funds will be allocated to Homestead Corporation for the acquisition and rehabilitation of single-family homes (2 units) in the City of Champaign for rent to a low-income family. \$50,000 (\$40,000HOME; \$10,000 Match Provided By CHDO) *Specific Objective C-7* [24 CFR 92.205(a)(1)] *CATEGORICALLY EXCLUDED*

Urban League Lease Purchase Program Funds will be provided to the Urban League of Champaign County Development Corporation to assist with the purchase and minor rehabilitation of single-family homes in the Cities of Champaign (8 units) and Urbana (4 units). During the leasing period, a low-income family will undergo homebuyer counseling. Upon successful completion, the home will be sold to the low-income family. \$117,813 (\$94,250 HOME; \$23,563 Match Provided By CHDO) *Specific Objective C-5* [24 CFR 92.206(c)] *CATEGORICALLY EXCLUDED*

Illinois Center for Citizen Involvement In necessary, funds will be used to help facilitate the completion of the Eads at Lincoln homebuyer assistance program. \$27,000 (\$21,600 HOME grant and \$5,400 Match) *Specific Objective C-5* [24 CFR 92.206(c)] *CATEGORICALLY EXCLUDED*

Total CHDO Project Expenses: **\$155,850 HOME**
 \$ 38,963 Match
 \$194,813 Total

Community Housing Development Organizations (CHDOs) Operating Funds

Homestead Corporation Funds will be allocated to Homestead Corporation for operating expenses. \$20,000 (\$20,000 HOME; \$0 Match) *Specific Objective C-2* [24 CFR 92.208(a)] *EXEMPT*

Urban League Development Corporation of Champaign County (CHDOs) Funds will be allocated to Urban League for operating expenses \$25,000 (\$25,000 HOME; \$0 Match) *Specific Objective C-2* [24 CFR 92.208(a)] *EXEMPT*

Illinois Center for Citizen Involvement If necessary, funds will be used to administration expenses. \$6,950 (\$6,950 HOME; \$0 Match) *Specific Objective C-2* [24 CFR 92.208(a)] *EXEMPT*

CHDO Operating Expenses: **\$51,950 HOME**
 \$ 0 Match
 \$51,950 Total

City of Champaign

Urban League Lease Purchase Program Funds will be provided to the Urban League of Champaign County Development Corporation to assist with the purchase and minor rehabilitation of single-family homes in the City of Champaign. During the leasing period, a low-income family will undergo homebuyer counseling. Upon successful completion, the home will be sold to the low-income family. \$75,00 (\$60,000 HOME; \$15,000 Match) *Specific Objective C-5* [24 CFR 92.206(c)] *CATEGORICALLY EXCLUDED*

Full Home Rehab Program HOME funds will be used along with private loan funds to assist low and moderate income homeowners make home repairs. Grants and low-interest loans in the amount of \$25,000-\$30,000 per household are intended to address code deficiencies, major renovation needs, and lead-based paint issues. \$158,665 (\$126,932 HOME; \$31,733 Local Match) *Specific Objective C-4* [24 CFR 92.206(a)(2)] *CATEGORICALLY EXCLUDED*

Acquisition of Property for New Construction of Affordable Single-Family Homes HOME monies will be used by the City of Champaign for acquisition of, and clearance of, slum/blight properties to be made available for new construction of affordable housing. \$130,000 (\$104,000 HOME; \$26,000 Local Match) *Specific Objective C-7* [24 CFR 92.205(a)(2)] *CATEGORICALLY EXCLUDED*

Metanoia Center Funds will be allocated to Metamoya for staffing, program delivery, and construction of three (3) new single-family residences, targeted for households in the city's designated target areas. \$84,080 (\$67,264 HOME; \$16,816 Local Match) *Specific Objective C-9* [24 CFR 92.206(d)] *FIRST-TIER EXEMPT*

Taylor Thomas Development The City of Champaign will use funds to develop the Taylor Thomas Subdivision, which will contain 10-14 newly constructed, single-family homes. The funds will be used as downpayments or other subsidies to make the new homes affordable to low- and moderate-income homebuyers. \$35,000 (\$28,000 HOME; \$7,000 Match) *Specific Objective C-5* [24 CFR 92.206(c)] *CATEGORICALLY EXCLUDED NOT SUBJECT TO REVIEW*

Total City of Champaign Expenses: **\$386,196 HOME**
 \$ 96,549 Match
 \$482,745 Total

Champaign County

Housing Rehabilitation Champaign County will use its share of HOME funds to provide rehabilitation assistance to both investor-owned properties as well as single-family owner-occupied projects. It is anticipated the primary program focus will be on single-family owner-occupied rehabilitation. \$116,550 (\$89,640 HOME; \$26,910 Match) *Specific Objective C-4* [24 CFR 92.206(a)(2)] *PREVIOUSLY ASSESSED*

Program Delivery Champaign County will allocate a portion of its funds for staffing and overhead expenses related to its housing rehabilitation program. \$18,000 (\$18,000 HOME; Match provided through completion of one rehabilitation project) [24 CFR 92.207] *EXEMPT*

Total Champaign County Expenses: **\$107,640 HOME**
 \$ 26,910 Match
 \$134,550 Total

City of Urbana

Owner-Occupied Housing Rehabilitation Funds will be allocated for the rehabilitation of 4 units, including program delivery costs, relocation, and lead-based paint services. \$158,935 (\$127,148 HOME; \$31,787 Match) *Specific Objective C-4* [24 CFR 92.206(a)(2)] *CATEGORICALLY EXCLUDED*

Program Delivery Funds will be allocated for coordinating and monitoring HOME projects funded with the City of Urbana's share of HOME Consortium funds. \$59,309 (\$47,447 HOME; \$11,861 Match) [24 CFR 92.207] *EXEMPT*

Urban League Lease Purchase Program Funds will be provided to the Urban League of Champaign County Development Corporation to assist with the purchase and minor rehabilitation of single-family homes in the Cities of Champaign (8 units) and Urbana (4 units). During the leasing period, a low-income family will undergo homebuyer counseling. Upon successful completion, the home will be sold to the low-income family. \$9,687 (\$7,750 HOME; \$1,937 Match Provided By CHDO) *Specific Objective C-5* [24 CFR 92.206(c)] *CATEGORICALLY EXCLUDED*

Property Acquisition Funds will be provided to purchase properties to support the new, affordable home construction programs. \$63,900 (\$51,120 HOME; \$12,780 Match)

Total Urbana Expenses: **\$233,463 HOME**
 \$58,368 Match
 \$291,831 Total

RESOLUTION NO. 2002-04-013R

**(A RESOLUTION
APPROVING THE CITY OF URBANA
AND CHAMPAIGN/URBANA/CHAMPAIGN COUNTY HOME CONSORTIUM
FY 2002-2003 ANNUAL ACTION PLAN)**

WHEREAS, the City of Urbana has been designated an entitlement city under the Federal Housing and Community Development Act of 1974, as amended, and as such is eligible for Community Development Block Grant (hereinafter "CDBG") funds upon proper submittal being made to the United States Department of Housing and Urban Development (hereinafter "HUD"); and

WHEREAS, the City of Urbana has been designated lead entity for the Urbana HOME Consortium in accordance with the Cranston-Gonzales National Affordable Housing Act of 1990, as amended, and as such is eligible to receive HOME Investment Partnerships (hereinafter "HOME") funds on behalf of the City of Urbana, City of Champaign, and Champaign County; and

WHEREAS, on January 5, 1995, HUD published a final rule in the Federal Register requiring a five-year consolidated plan and annual action plans for all HUD community planning and development formula grant programs, consolidating into a single annual submission the planning, application, and reporting aspects of the CDBG, HOME, Emergency Shelter Grants, and Housing

Opportunities for Persons with AIDS Programs, and the Comprehensive Housing Affordability Strategy; and

WHEREAS, the Urbana City Council approved the *Urbana Home Consortium and the City of Urbana Consolidated Plan for Program Years 2000-2004* on May 8, 2000; and

WHEREAS, the *Urbana Home Consortium and the City of Urbana Consolidated Plan for Program Years 2000-2004* was amended on October 2, 2000; and

WHEREAS, the Urbana Community Development Commission, assisted by Urbana Community Development Services staff, has prepared the *City of Urbana and Champaign/Urbana/Champaign County HOME Consortium FY2002-2003 Annual Action Plan* (hereinafter the "Annual Action Plan"); and

WHEREAS, on March 16, 2002, a notice was published in the *Champaign-Urbana News Gazette* describing the Annual Action Plan; announcing a public review period beginning March 16, 2002, and ending April 3, 2002; and announcing April 2, 2002, public hearings on the Annual Action Plan; and

WHEREAS, Community Development Services staff held a public hearing on the Annual Action Plan on April 2, 2002, at the Urbana City Building, 400 South Vine Street, Urbana, Illinois; and

WHEREAS, at its March 26, 2002 meeting, the Urbana Community Development Commission recommended adoption of the Annual Action Plan by the Urbana City Council; and

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That the *City of Urbana and Champaign/Urbana/Champaign County HOME Consortium FY 2002-2003 Annual Action Plan*, as attached hereto and incorporated herein by reference, is hereby approved.

Section 2. That the Mayor is hereby designated as the authorized representative of the City of Urbana to take any action necessary in connection with said Annual Action Plan to implement the CDBG and HOME programs and to provide such additional information as may be required.

Section 3. That upon review and comment by the Urbana Community Development Commission, the Mayor is hereby designated to execute subgrantee agreements for the following programs and activities identified in said Annual Action Plan.

- Public Service Activities under the Consolidated Social Service Funding Program
- House Siding Program (Urban League of Champaign County)

Section 4. That subgrantee agreements for the following programs and activities identified in said Annual Action Plan

shall be subject to review and approval by the Urbana City Council before execution by the Mayor.

- Neighborhood Organization Grant Program VII
- Predevelopment Activities Related to Lake Terrace Apartments Area
- Provena Behavioral Mental Health at the Mental Health Center Group Home Renovation
- Prairie Center Health Systems Inc. Project
- Family Service of Champaign County
- New Construction of Transitional Housing and Educational Facility for Center for Women in Transition
- Homestead Corporation Rental Housing Development CHDO 15% Set Aside Funding, 2 units in Champaign
- Urban League Lease Purchase Program CHDO 15% Set Aside Funding, 8 units in Champaign and 4 units in Urbana
- Illinois Center for Citizen Involvement CHDO 15% Set Aside Funding, completion of Eads at Lincoln homebuyer assistance program
- Homestead Corporation CHDO Operating Funds
- Urban League Development Corporation of Champaign County CHDO Operating Funds
- Illinois Center for Citizen Involvement CHDO Operating Funds
- Purchase and rehabilitation of homes to be sold to low-income families (Urban League of Champaign County Development Corporation)

PASSED by the City Council this _____ day of _____
2002.

AYES:

NAYS:

ABSTAINS:

Phyllis D. Clark, City Clerk

APPROVED by the Mayor this _____ day of _____,
2002.

Tod Satterthwaite, Mayor