



## DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

*Grants Management Division*

### **m e m o r a n d u m**

**TO:** Elizabeth H. Tyler, FAICP, Director, Community Development Services

**FROM:** Kelly H. Mierkowski, Manager, Grants Management Division *KHM*

**DATE:** September 21, 2012

**SUBJECT:** **AN ORDINANCE APPROVING A FIRST AMENDMENT TO THE CITY OF URBANA AND URBANA HOME CONSORTIUM ANNUAL ACTION PLAN FY 2012-2013**

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### **Description**

Included on the agenda of the September 25, 2012 meeting of the Urbana Community Development Commission is a proposed amendment to the City of Urbana and Urbana HOME Consortium Annual Action Plan for Fiscal Year 2012-2013. The amendment proposes to amend the Community Development Block Grant (CDBG) budget of the FY 2012-2013 Annual Action Plan (AAP) to allocate existing City of Urbana Public Facilities (PF) funding to a new program, Residential Rehab and Preservation (by a Non-Profit). The amendment also proposes to amend the Public Service (PS) Activities under the Consolidated Social Service Funding (CSSF) Pool to include social service agencies that received CDBG PS funding through the Consolidated Social Service Funding (CSSF) pool.

### **Issue**

The issue is whether the Community Development Commission should forward the amendment to the Urbana City Council with a recommendation for approval.

### **Background**

The City of Urbana FY 2012-2013 Annual Action Plan (FY 12-13 AAP) includes funds budgeted for two projects included in the proposed amendment: (1) The re-allocation of existing funds to the same project different program, and (2) the inclusion of social service agencies who received CDBG PS CSSF funding. Following is an explanation of each of the proposed amendments:

- (1) Community Elements Amendment (CDBG):** Funding for the Community Elements activity was originally allocated as a Public Facility project, but will now be allocated under a new program entitled Residential Rehab and Preservation (by a Non-Profit.) The amendment proposes to re-allocate the original amount of FY 2012-2013 City of Urbana CDBG funds (\$15,665) from the Public Facility Program to the proposed Residential Rehab and Preservation

(by a Non-Profit) Program, as this activity is better suited under the new program, per HUD and HUD regulations.

**(2) CSSF Public Service Funds (CDBG):** Agencies that received CDBG Public Service funding through the Consolidated Social Service Funding pool are also being added to the Public Service Activities under the Consolidated Social Service Funding Pool activity, due to the AAP being submitted to the Department of Housing and Urban Development (HUD) before the funding allocations for the CSSF pool were determined by the Urbana City Council.

## Options

1. Forward the Ordinance approving the First Amendment to the City of Urbana and Urbana HOME Consortium FY 2012-2013 Annual Action Plan to the Urbana City Council with a recommendation for approval.
2. Forward the Ordinance approving the First Amendment, with suggested changes, to the Urbana City Council with a recommendation for approval
3. Do not recommend approval of the Ordinance.


## Fiscal Impacts

There will be no fiscal impact to the City budget, as the CDBG funds for this amendment were previously allocated in the FY 2012-2013 AAP.

## Recommendations

Staff recommends that the Community Development Commission forward the Ordinance approving the First Amendment to the City of Urbana and Urbana HOME Consortium FY 2012-2013 Annual Action Plan to the Urbana City Council with a recommendation for approval.

**Memorandum Prepared By:**

  
Kelly H. Mierkowski, Manager  
Grants Management Division

## Attachments:

1. AN ORDINANCE APPROVING A FIRST AMENDMENT TO THE CITY OF URBANA AND URBANA HOME CONSORTIUM ANNUAL ACTION PLAN FY 2012-2013 (Fall 2012 CDBG Amendment)
2. A FIRST AMENDMENT TO THE CITY OF URBANA AND URBANA HOME CONSORTIUM ANNUAL ACTION PLAN FY 2012-2013 (Fall 2012 CDBG Amendment).

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE APPROVING A FIRST AMENDMENT  
TO THE CITY OF URBANA AND URBANA HOME CONSORTIUM  
ANNUAL ACTION PLAN FY 2012-2013

(Fall 2012 CDBG Amendment)

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 (hereinafter "CDBG") and Home Investment Partnerships Program (hereinafter "HOME") funds upon proper submittal being made to the United States Department of Housing and Urban Development (hereinafter "HUD"); and

WHEREAS, the Urbana City Council did on the 16<sup>th</sup> day of April pass Ordinance No. 2012-04-038, approving the City of Urbana and Urbana HOME Consortium Annual Action Plan for FY 2012-2013; and

WHEREAS, on August 24, 2012 the City of Urbana published on the City website a notice of a 30-day public review period regarding said proposed budgetary amendment to the Annual Action Plan for FY 2012-2013; and

WHEREAS, on September 25, 2012 the City of Urbana, the Grants Management Division of the Community Development Services Department held a public hearing on the proposed amendment; and

WHEREAS, the City Council now finds it necessary and appropriate to amend the City of Urbana and Urbana HOME Consortium Annual Action Plan for FY 2012-2013.

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

Section 1. A First Amendment to the City of Urbana and Urbana HOME Consortium Annual Action Plan FY 2012-2013, in substantially the form of the copy of said Amendment attached hereto and hereby incorporated by reference, be and the same is hereby authorized and approved.

Section 2. That the Mayor of the City of Urbana is hereby designated as the authorized representative of the City of Urbana to take any action necessary in conjunction with said attached amendment to the Annual Action Plan FY 2012-2013.

PASSED by the City Council this \_\_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_.

AYES:

NAYS:

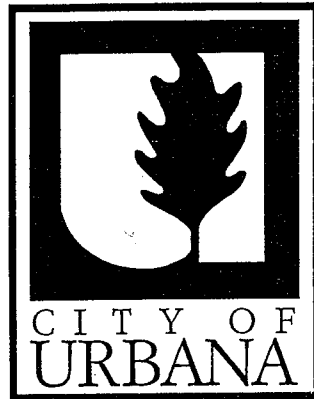
ABSTAINS:

\_\_\_\_\_  
Phyllis D. Clark, City Clerk

APPROVED by the Mayor this \_\_\_\_\_ day of \_\_\_\_\_,  
\_\_\_\_\_.

\_\_\_\_\_  
Laurel Lunt Prussing, Mayor

# City of Urbana and Urbana HOME Consortium



## Proposed Amendments to FY 2012-2013 Annual Action Plan

*(Fall 2012 CDBG Amendment)*

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

Approved by Urbana City Council Ordinance No. \_\_\_\_\_

# PROPOSED AMENDMENT TO CITY OF URBANA and URBANA HOME CONSORTIUM FY 2012-2013 ANNUAL ACTION PLAN

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The City of Urbana proposes to amend the Community Development Block Grant (CDBG) budget of the FY 2012-2013 Annual Action Plan (AAP) to allocate existing City of Urbana Public Facilities funding to a new program as outlined below, and to amend the Public Service Activities under the Consolidated Social Service Funding (CSSF) Pool to include social service agencies that received CDBG PS funding through the CSSF pool.

Funding for the Community Elements activity was originally allocated as a Public Facility project, but will now be allocated under a new program entitled Residential Rehab & Preservation (by a Non-Profit.) The amendment proposes to allocate the same amount of FY 2012-2013 City of Urbana CDBG funds (\$15,665) as was originally allocated, from the Public Facility Program to the proposed Residential Rehab & Preservation (by a Non-Profit) Program, as this activity is better suited under the new program, per HUD regulations.

Agencies that received CDBG Public Service funding through the Consolidated Social Service Funding pool are also being added to the Public Service Activities under the Consolidated Social Service Funding Pool activity, due to the AAP being submitted to the Dept. of Housing and Urban Development (HUD) before the funding allocations for the CSSF pool were determined by the Urbana City Council.

*Following are the proposed City of Urbana CDBG Program budget changes for existing projects and programs to be added or removed in the FY 2012-2013 Annual Action Plans:*

*REMOVE PROGRAM:*

## **b. Public Facilities and Improvements**

### **1. ~~Community Elements (FY 12-13)~~**

~~Funds will be used to install upgrades in the bathroom of each unit (vanities and medicine cabinets), vinyl flooring in bathroom/kitchen/entryway of each apartment, and exterior painting of the siding at the Elm Street Supported Apartment Program, an 8-unit affordable housing complex for persons with psychiatric disabilities, located in Urbana.~~

~~**\$15,665**~~

~~Goal 2, Strategy 3; Goal 2, Strategy 4; Goal 6, Strategy 3; Goal 6, Strategy 4~~

~~Citation [24 CFR 570.201(c)]~~

~~Environmental CATEGORICALLY EXCLUDED~~

~~**Objective:** Create Suitable Living Environment by providing access to services and housing for persons with developmental or psychiatric disabilities.~~

~~**Outcomes:** Accessibility for the purpose of providing suitable living environment.~~

~~**Outcome Indicators:** Number of persons who will benefit from this project, with increased access to this housing facility (estimated: 8).~~

ADD NEW PROGRAM:

## 2. NEW FUNDING ACTIVITIES

### d. Residential Rehab and Preservation (by a Non-Profit)

#### 1. Community Elements (FY 12-13)

Funds will be used to install upgrades in the bathroom of each unit (vanities and medicine cabinets), vinyl flooring in bathroom/kitchen/entryway of each apartment, and exterior painting of the siding at the Elm Street Supported Apartment Program, an 8-unit affordable housing complex for persons with psychiatric disabilities, located in Urbana.

***\$15,665***

Goal 2, Strategy 3; Goal 2, Strategy 4; Goal 6, Strategy 3; Goal 6, Strategy 4  
Citation – [24 CFR 570.201(c)]  
Environmental – CATEGORICALLY EXCLUDED

**Objective:** Create Suitable Living Environment by providing access to services and housing for persons with developmental or psychiatric disabilities.

**Outcomes:** Accessibility for the purpose of providing suitable living environment.

**Outcome Indicators:** Number of persons who will benefit from this project, with increased access to this housing facility (estimated: 8).

**c. Public Service Activities**

**2. Public Service Activities under Consolidated Social Service Funding Program (FY 12-13)**

The balance of available funding at 15% of the current entitlement will be allocated for program activities ~~yet to be determined~~ by the following agencies, which ~~would~~ will benefit low-income residents of the CD Target Area. The Community Development Commission has designated the priorities of *Seniors/Youth, Homelessness, and Special (Needs) Population* to be considered by the Urbana City Council for public service funding under the CDBG Program:

1. Champaign County Regional Planning Commission-Senior Services;  
*Priority 1) Seniors/Youth; \$3,000*
2. Community Elements-Roundhouse Youth Shelter;  
*Priority 1) Seniors/Youth and Priority 2) Homelessness; \$4,000*
3. Greater Community AIDS Project (GCAP);  
*Priority 3) Special Needs Population; \$2,000*

**\$9,000**

Goal 5, Strategy 1-9; Goal 6, Strategy 1-4

Citation - [24 CFR 570.201(e)]

Environmental - EXEMPT

**Objective:** Create Suitable Living Environment by providing better access to social services in the community for low-income residents.

**Outcome:** Accessibility for the purpose of providing suitable living environment.

**Outcome Indicators:** Number of persons assisted with new or improved access to a public service (estimated 100).





**NOTICE OF AVAILABILITY OF AMENDMENT TO  
CITY OF URBANA & URBANA HOME CONSORTIUM  
ANNUAL ACTION PLAN FY 2012-2013  
& NOTICE OF PUBLIC HEARING**



On **Tuesday, September 25, 2012 @ 7:00 p.m.**, the City of Urbana will hold a public hearing in the Urbana City Council Chambers at 400 S. Vine St. Urbana, IL, to accept comments on the proposed amendment to the *FY 2012-2013 Annual Action Plan* as outlined below. The City of Urbana receives CDBG funding allocations from the Dept. of Housing and Urban Development (HUD) to benefit low- and moderate-income citizens.

**CITY OF URBANA PROPOSED FY 2012-2013 CDBG AMENDMENT:**

The City of Urbana proposes to amend the Community Development Block Grant (CDBG) budget of the FY 2012-2013 Annual Action Plan (AAP) to allocate existing City of Urbana Public Facilities funding to a new program as outlined below, and to amend the Public Service (PS) Activities under the Consolidated Social Service Funding (CSSF) Pool to include social service agencies that received CDBG PS funding through the CSSF pool.

Funding for the Community Elements activity was originally allocated as a Public Facility project, but will now be allocated under a new program entitled Residential Rehab & Preservation (by a Non-Profit.) The amendment proposes to allocate the same amount of FY 2012-2013 City of Urbana CDBG funds (\$15,665) as was originally allocated, from the Public Facility Program to the proposed Residential Rehab & Preservation (by a Non-Profit) Program, as this activity is better suited under the new program, per HUD regulations.

**b. Public Facilities and Improvements d. Residential Rehab and Preservation (by a Non-Profit)**

**1. Community Elements (FY 12-13) - \$15,665**

Funds will be used to install upgrades in the bathroom of each unit (vanities and medicine cabinets), vinyl flooring in bathroom/kitchen/entryway of each apartment, and exterior painting of the siding at the Elm Street Supported Apartment Program, an 8-unit affordable housing complex for persons with psychiatric disabilities, located in Urbana.

Agencies that received CDBG Public Service funding through the Consolidated Social Service Funding pool are also being added to the Public Service Activities under the Consolidated Social Service Funding Pool activity, due to the AAP being submitted to the Dept. of Housing and Urban Development (HUD) before the funding allocations for the CSSF pool were determined by the Urbana City Council.

**c. Public Service Activities**

**2. Public Service Activities under Consolidated Social Service Funding Program (FY 12-13) - \$9,000**

The balance of available funding at 15% of the current entitlement will be allocated for program activities ~~yet to be determined~~ by the following agencies, which ~~would~~ will benefit low-income residents of the CD Target Area. The Community Development Commission has designated the priorities of *Seniors/Youth, Homelessness, and Special (Needs) Population* to be considered by the Urbana City Council for public service funding under the CDBG Program:

1. Champaign County Regional Planning Commission - Senior Services; *Priority 1) Seniors/Youth; \$3,000*
2. Community Elements - Roundhouse Youth Shelter; *Priority 1) Seniors/Youth; Priority 2) Homelessness; \$4,000*
3. Greater Community AIDS Project (GCAP); *Priority 3) Special Needs Population; \$2,000*

Copies of the City of Urbana and Urbana HOME Consortium FY 2012-2013 Annual Action Plan, as well as the proposed amendment are available from Monday, August 27, 2012 for public review and comment until 7:00 p.m. Tuesday, September 25, 2012 at the following locations:

- Urbana Free Library, 210 W. Green St , Urbana, IL, *and*
- Urbana City Building, 400 S. Vine St, Urbana, IL 61801 *in the following offices:*
  - (1) Department of Community Development Services Office
  - (2) City Clerk's Office

Questions and comments should be directed in writing, beginning August 27, 2012 and ending before the close of business on Tuesday, September 25, 2012 to Kelly H. Mierkowski, Manager, Grants Management Division, City of Urbana, 400 S. Vine St., Urbana, IL 61801 or [khmierkowski@urbanaininois.us](mailto:khmierkowski@urbanaininois.us).