TOWN OF CHAPEL HILL

Town Hall
405 Martin Luther King Jr. Boulevard
Chapel Hill, NC 27514

Legislation Details (With Text)

File #:	[23-0399]	**Version:**	1	**Name:**	
Type:	Consent			**Status:**	Passed
File created:	4/21/2023			**In control:**	Town Council
On agenda:	5/10/2023			**Final action:**	5/10/2023
Title:	Adopt the Recommended 2023-2024 Community Development Block Grant Program Plan.				
Sponsors:					
Indexes:					
Code sections:					
Attachments:	1. Summary of ARC Recommended 2023-2024 CDBG Annual Progam Plan, 2. A RESOLUTION APPROVING THE 2023-24 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM PLAN (2023-05-10/R-3), 3. AN ORDINANCE TO ESTABLISH THE 2023-24 COMMUNITY DEVELOPMENT ENTITLEMENT GRANT PROJECT ORDINANCE (2023-05-10/O-1), 4. AN ORDINANCE TO AMEND THE 2022-23 COMMUNITY DEVELOPMENT ENTITLEMENT GRANT PROJECT ORDINANCE (2023-05-10/O-2), 5. AN ORDINANCE TO AMEND THE 2021-2022 COMMUNITY DEVELOPMENT ENTITLEMENT GRANT PROJECT ORDINANCE (2023-05-10/O-3)				

Date	Ver.	Action By	Action	Result
5/10/2023	1	Town Council	adopted	Pass

Adopt the Recommended 2023-2024 Community Development Block Grant Program Plan.

Staff:
Sarah Osmer Viñas, Director
Nate Broman-Fulks, Assistant Director
Megan Culp, Community Development Program Manager

Department:
Affordable Housing & Community Connections

Overview: The Town of Chapel Hill receives an annual allocation of Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD) to address community development and affordable housing needs. The recommended 2023-24 CDBG Program Plan provides $628,892 to eligible affordable housing, economic development, public services, and administration activities. Eligible activities must serve households earning less than 80% of the area median income, or $76,400 for a family of four.

Recommendation(s):

That the Council:

1. Adopt the resolution approving the recommended 2023-2024 Community Development Block Grant Program Plan for use of $629,892;
2. Authorize the Town Manager to submit the Plan to the U.S. Department of Housing and Urban Development as the annual update to the 2020-2024 Consolidated Plan;
3. Enact the attached project ordinance to establish the CDBG budget for the 2023-2024 program; and
4. Enact the attached project ordinances to amend the CDBG budgets for the 2021-22 and 2022-23 programs.

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Summary of Recommended Plan

2023-2024 Community Development Block Grant Program Plan

	Requested	**Committee Recommendation**
Public Services		
Town's Summer Youth Employment Program	$20,000	$20,000
Inter-Faith Council Homeless Case Management	133,943	31,984
Refugee Community Partnership Crisis Case Mgmt	50,000	12,000
Affordable Housing		
Community Home Trust - Acquisition	70,000	70,000
EmPOWERment Inc. - Acquisition	240,000	240,000
Community Empowerment Fund - IDA Program	50,000	36,000
Rebuilding Together of the Triangle Home Preservation Administration and Repairs	165,600	119,258
Economic Development		
Transplanting Traditions Community Farm	21,375	15,338
Administration	85,312	85,312
Total	**$836,230**	**$629,892**

CDBG Funding Process Overview

- November 16, 2022: The Council held a public forum <https://chapelhill.legistar.com/LegislationDetail.aspx?ID=5937008&GUID=D695DE36-B97F-446F- to receive comments on the Town's community development needs and potential uses of 2023-2024 CDBG funds.
- November 18, 2022: Staff posted 2023-2024 funding applications on the Town's website.
- December 1, 2022: Staff held an information session for interested applicants.
- January 13, 2023: Application submission deadline.
- March 10, 2023: CDBG Application Review Committee met to review and evaluate applications to make recommendations. The Review Committee is made up of one member from the Housing Advisory Board, one member of the Human Services Advisory Board, and Town staff members from the Manager's Office and Parks and Recreation Department. Affordable Housing and Community Connections staff members act as liaisons to the Review Committee.
- March 31, 2023: Staff posted the recommended CDBG Annual Program Plan for public review and comment on the Town's website.
- April 19, 2023: The Council held a public forum <https://chapelhill.legistar.com/LegislationDetail.aspx?ID=6172334&GUID=E70F1B80-13AB-4E10- to receive comments on the recommended 2023-2024 CDBG Program Plan.
- If the Council approves the CDBG Program Plan, our next steps would be:
    - Submit the Plan to HUD as the annual update to the 2020-2024 Consolidated Plan.
    - Post the approved annual CDBG plans on the Town's CDBG webpage <https://www.townofchapelhill.org/government/departments-services/housing-and- .
    - Enter into Performance Agreements with agencies, according to the approved program plan.

Fiscal Impact/Resources: The Town is a CDBG Entitlement Community and receives an annual funding allocation from HUD. The Town provides CDBG funding through performance agreements with agencies that implement approved programs and services.

Where is this item in its process?

Attachments:

- Resolution Approving the 2023-2024 CDBG Program Plan
- Project Ordinance Establishing the 2023-2024 CDBG Budget
- Project Ordinance Amending the 2021-2022 CDBG Budget
- Project Ordinance Amending the 2022-2023 CDBG Budget
- Summary of Application Review Committee Recommended 2023-2024 Program Plan

A RESOLUTION APPROVING THE 2023-24 COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM PLAN (2023-05-10/R-3)

WHEREAS, the Council of the Town of Chapel Hill used multiple methods to receive public input on use of 2023-2024 Community Development Block Grant funds; and

WHEREAS, the U.S. Department of Housing and Urban Development has notified the Town of the 2023-2024 Community Development Block Grant allocation of $419,225; and

WHEREAS, the Town has $203,329 available in prior year Community Development Block Grant allocations to be reprogramed; and

WHEREAS, the Town received $7,338 in program income from the repayment of an affordable housing loan making $629,892 available to be allocated.

NOW, THEREFORE, BE IT RESOLVED by the Council of the Town of Chapel Hill that based on the Town's available funding of $629,892 of 2023-2024 Community Development Block Grant funds, the Council approves the following 2023-2024 Community Development Block Grant Program:

2023-2024 Community Development Block Grant Program Plan

	Recommendation
Public Services	
Town's Summer Youth Employment Program	$20,000
Inter-Faith Council Homeless Case Management	31,984
Refugee Community Partnership Crisis Case Mgmt	12,000
Affordable Housing	
Community Home Trust - Acquisition	70,000
EmPOWERment Inc. - Acquisition	240,000
Community Empowerment Fund - IDA Program	36,000
Rebuilding Together of the Triangle	119,258
Economic Development	
Transplanting Traditions Community Farm	15,338

Administration	85,312
Total	**$629,892**

BE IT FURTHER RESOLVED that the Council authorizes the Manager to include this 2023- 2024 Annual Action Plan in the 2020-2024 Consolidated Plan, for submission to the U.S. Department of Housing and Urban Development.

This the 10th day of May, 2023.

AN ORDINANCE TO ESTABLISH THE 2023-24 COMMUNITY DEVELOPMENT ENTITLEMENT GRANT PROJECT ORDINANCE (2023-05-10/O-1)

BE IT ORDAINED by the Council of the Town of Chapel Hill that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project is hereby established:

"SECTION I

The projects authorized are the Community Development projects as approved by the Council on May 10, 2023 funds are as contained in the Funding Approval and Grant Agreement between the Town and the U.S. Department of Housing and Urban Development (HUD). The projects are known more familiarly as the 2023 Entitlement Community Development Block Grant. The grant activities include eligible affordable housing, public services, low-income residents, and administration costs for the program.

SECTION II

The Manager of the Town of Chapel Hill is hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the U.S. Department of Housing and Urban Development, and the budget contained herein.

SECTION III

The following revenues are anticipated to be available to complete the project:

	Current Budget
Community Development Block Grant	$ 419,225
Program Income	7,338
Total Revenues	$ 426,563

SECTION IV

Amounts appropriated for projects are as follows:

	Current Budget
Public Services	
Town of Chapel Hill - Summer Youth Employment	$ 20,000
Refugee Community Partnership	12,000
Inter-Faith Council - Homeless Case Management	31,984
Economic Development	
Transplanting Traditions Community Farm	15,338
Affordable Housing	
Community Home Trust - 204 Carver St Acquisition	70,000
The Community Empowerment Fund	36,000
Rebuilding Together of the Triangle - Home Repairs	92,113
Rebuilding Together of the Triangle - Administration	26,600
EMPOWERment Inc - 104 Grant St Acquisition	37,216
Administration	
Grant Administration	85,312
Total Expenditures	$ 426,563

SECTION V

The Director of Business Management is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the U.S. Department of Housing and Urban Development as required by the grant agreement(s) and Federal and State regulations.

SECTION VI

The Manager is directed to report annually on the financial status of the project in an informational section to be included in the Annual Budget and shall keep the Council informed of any unusual occurrences.

SECTION VII

Copies of this project ordinance shall be entered into the minutes of the Council and copies shall be filed within five days of adoption with the Manager, Business Management Director and Town Clerk."

This the 10th day of May, 2023.

AN ORDINANCE TO AMEND THE 2022-23 COMMUNITY DEVELOPMENT ENTITLEMENT GRANT PROJECT ORDINANCE (2023-05-10/O-2)

BE IT ORDAINED by the Council of the Town of Chapel Hill that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project is hereby amended:

"SECTION I

The projects authorized are the Community Development projects as approved by the Council on April 7, 2022 funds are as contained in the Funding Approval and Grant Agreement between the Town and the U.S. Department of Housing and Urban Development (HUD). The projects are known more familiarly as the 2022 Entitlement Community Development Block Grant. The grant activities include eligible affordable housing, public services, low-income residents, and administration costs for the program.

SECTION II

The Manager of the Town of Chapel Hill is hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the U.S. Department of Housing and Urban Development, and the budget contained herein.

SECTION III

The following revenues are anticipated to be available to complete the project:

	Current Budget	Revised Budget
Community Development Block Grant	$ 421,755	$ 421,755
Program Income	51,964	51,964
Total Revenues	$ 473,719	$ 473,719

SECTION IV

Amounts appropriated for projects are as follows:

	Current Budget	Revised Budget
Public Services		
Town of Chapel Hill - Summer Youth Employment	$ 25,000	$ 25,000
Inter-Faith Council - Homeless Case Management	34,935	34,935
Exchange Club - Family Center Youth Services	5,250	5,250
Affordable Housing		
Community Home Trust - Downpayment Assistance	20,000	20,000
Community Home Trust - Townhome Repairs	8,836	8,836
Community Empowerment - Homeowner Counseling	10,000	10,000
Community Empowerment - Downpayment Assistance	80,000	80,000
EMPOWERment Inc. 104 Grant St Acquisition	-	202,784
Neighborhood Revitalization	202,784	-
Administration		
Grant Administration	86,914	86,914
Total Expenditures	$ 473,719	$ 473,719

SECTION V

The Director of Business Management is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the U.S. Department of Housing and Urban Development as required by the grant agreement(s) and Federal and State regulations.

SECTION VI

The Manager is directed to report annually on the financial status of the project in an informational section to be included in the Annual Budget and shall keep the Council informed of any unusual occurrences.

SECTION VII

Copies of this project ordinance shall be entered into the minutes of the Council and copies shall be filed within five days of adoption with the Manager, Business Management Director and Town Clerk."

This the 10th day of May, 2023.

AN ORDINANCE TO AMEND THE 2021-2022 COMMUNITY DEVELOPMENT ENTITLEMENT GRANT PROJECT ORDINANCE (2023-05-10/O-3)

BE IT ORDAINED by the Council of the Town of Chapel Hill that pursuant to Section 13.2 of Chapter 159 of the General Statutes of North Carolina, the following grant project is hereby amended to read as follows:

"SECTION I

The projects authorized are the Community Development projects as approved by the Council on April 7, 2021: funds are as contained in the Funding Approval and Grant Agreement between the Town and the U.S. Department of Housing and Urban Development (HUD). The projects are known more familiarly as the 2021 Entitlement Community Development Block Grant. The grant activities include renovation of public housing, homebuyer assistance programs, community services to low-income residents, and administration costs for the program.

SECTION II

The Manager of the Town of Chapel Hill is hereby directed to proceed with the grant project within the terms of the grant document(s), the rules and regulations of the U.S. Department of Housing and Urban Development, and the budget contained herein.

SECTION III

The following revenues are anticipated to be available to complete the project:

	Current Budget	Revised Budget
Community Development Block Grant	$ 418,300	$ 418,300
Program Income	7,339	7,339
Total Revenues	$ 425,639	$ 425,639

SECTION IV

Amounts appropriated for projects are as follows:

	Current Budget	Revised Budget
Public Services		
Inter-Faith Council Homeless Case Management	$ 57,685	$ 57,685
Exchange Club's Family Center	5,250	5,250
Affordable Housing		
EmPOWERment Inc.	135,000	134,455
Rebuilding Together of the Triangle	139,973	140,518
Neighborhood Revitalization	-	-
Community Home Trust	3,818	3,818
Administration		
Grant Administration	83,913	83,913
Total Expenditures	$ 425,639	$ 425,639

SECTION V

The Director of Business Management is hereby directed to maintain within the Grant Project Fund sufficient specific detailed accounting records to provide the accounting to the U.S. Department of Housing and Urban Development as required by the grant agreement(s) and Federal and State regulations.

SECTION VI

The Manager is directed to report annually on the financial status of the project in an informational section to be included in the Annual Budget and shall keep the Council informed of any unusual occurrences.

SECTION VII

Copies of this amended projects ordinance shall be entered into the minutes of the Council and copies shall be filed within five days of adoption with the Manager, Business Management Director and Town Clerk."

This the 10th day of May, 2023.

The Agenda will reflect the text below and/or the motion text will be used during the meeting.

By adopting the resolution, the Council approves the recommended 2023-2024 Community Development Block Grant Program Plan for use of $629,892 and authorizes the Town Manager to submit the Plan to the U.S. Department of Housing and Urban Development as the annual update to the Five-Year Consolidated Plan. By enacting the attached project ordinances, the Council establishes the CDBG budget for the 2023-2024 program and amends the CDBG budgets for the 2021-2022 and 2022-2023 programs.