

B-2015-27

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL/COMMITTEE MEETING OF: July 14, 2015 CUT OFF DATE: __

RESOLUTION X ORDINANCE ___ PUBLIC HEARING X

ITEM TITLE: Approval of Amendments to the 2011, 2012, 2013 and 2014 Annual Action Plans

STAFF RECOMMENDATION: Approval

PUBLIC NOTICE AND HEARING: NSVRC held a public hearing and held a public comment period that ran June 9, 2015 - July 9, 2015.

ADVISORY BOARD RECOMMENDATION: The City's Community Development Committee has discussed and recommends the attached amendment

FUNDING DATA: N/A

INSURANCE: N/A

The initiating Department Director will place below, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda.

<u>DEPARTMENT</u>	<u>INITIALS FOR APPROVAL</u>	<u>INITIALS FOR DISAPPROVAL</u>	<u>DATE</u>
1. Finance	B		7-8-15
2. _____			
3. _____			
4. _____			
5. City Attorney	[Signature]		7/8/2015
6. City Manager	[Signature]		9 July 2015
7. Clerk of Council			
Initiating Department Director's Signature: [Signature]			7/7/15
	Interim Human Resources Director		Date



APPROVED AS TO FORM:

[Signature] 7/8/2015 CITY ATTORNEY

CITY COUNCIL ACTION MEMO

To: Honorable Mayor and Members of City Council
From: Tyler Schenck, Interim Human Resources Director
Date: July 14, 2015
Re: Approval of Amendments to the 2011, 2012, 2013 and 2014 Annual Action Plans

THE ISSUE: Recipient jurisdictions of Community Development Block Grant, HOME Investment Partnership, Emergency Shelter or Housing for Persons with AIDS/HIV program funding must submit to the US Department of Housing and Urban Development (HUD) an Annual Action Plan every program year for use of specific allocations in a given year. All substantial changes or amendments to these Annual Action Plans must be approved by City Council before being submitted to HUD.

RELATIONSHIP TO STRATEGIC PLAN: The proposed amendments will be reallocating existing HOME funds to provide money for tenant based rental assistance in the Northern Shenandoah Valley Regional Commission's jurisdiction.

BACKGROUND: The amendments to the 2011, 2012, 2013 and 2014 Annual Action Plans are awaiting Council approval and will be final upon the conclusion of Council's adoption of the attached resolution. The proposed amendments regarding the aforementioned Annual Action Plans are listed below:

- Reallocation of \$583,254.42 from the 2011, 2012, and 2013 Annual Action Plans from Rental Housing Development (Luray Meadows Apartments) to Tenant Based Rental Assistance.
 - 2011: \$272,783.00 from Luray Meadows Rental Housing Project
 - 2012: \$224,070.60 from Luray Meadows Rental Housing Project
 - 2013: \$86,400.82 from Luray Meadows Rental Housing Project
- Total: \$583,254.42 to Tenant Based Rental Assistance
- This transferred balance, combined with the amount proposed for 2015 funding would be \$629,599.22.

BUDGET IMPACT: No impact on City's FY16 budget.

OPTIONS: Council may approve or disapprove the proposed amendments

**RESOLUTION THAT AUTHORIZES THE NORTHERN SHENANDOAH VALLEY REGIONAL COMMISSION TO
SUBMIT AMENDMENTS TO THE 2011, 2012, 2013 AND 2014 ANNUAL ACTION PLANS TO THE U.S.
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT FOR THE REALLOCATION OF HOME FUNDS**

WHEREAS, agencies that receive U.S. Department of Housing and Urban Development (HUD) funds must prepare and submit an Annual Action Plan every year; and

WHEREAS, the Northern Shenandoah Valley Regional Commission (NSVRC) desires to reallocate HOME funds from the Luray Meadows Apartments project that was allocated money in the 2011, 2012, 2013 and 2014 Annual Action Plans to general tenant based rental assistance; and,

WHEREAS, amendments to these Annual Action Plans require public comment and City Council approval; and

WHEREAS, the NSVRC Housing and Community Services Policy Board approved of staff's initiation of the required 30-day public comment which ran from June 9, 2015 – July 9, 2015.

NOW THEREFORE BE IT RESOLVED, that the adoption of this Resolution shall serve as approval of the aforementioned amendments to the 2011, 2012, 2013 and 2014 Annual Action Plans; and

BE IT FURTHER RESOLVED, that the Mayor, or presiding officer, is hereby authorized to affix their signature to this Resolution signifying its adoption by the City Council of the City of Winchester, and the City Clerk, or their appointed deputy, is directed to attest thereto.

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TO: Common Council of the City Of Winchester

FROM: Tyler Schenck, Economic Development Coordinator

DATE: October 7, 2014

RE: Overview of the HOME Program

Background

The federal HOME Investment Partnerships Program allows local governments to form a regional "consortium" in order to receive federal funding for affordable housing. Forming a consortium enables local governments that would not otherwise qualify for HOME program funding under the formula criteria to join with other units of local government to receive a direct allocation of funds. This creates an opportunity for these jurisdictions to take a more regional, collaborative approach to meeting their affordable housing needs.

In 2007, the Northern Shenandoah Valley region jurisdictions adopted Resolutions of Support and executed a Cooperative Agreement establishing a regional HOME Consortium (renewed in 2013). The Cooperative Agreement names the Northern Shenandoah Valley Regional Commission (NSVRC) as the administering agency. Since 2008, NSVRC has provided over \$4 million dollars in project funding (which is used to leverage additional financial resources) to local housing agencies in support of affordable housing initiatives.

The members of the area consortium include the governments of the City of Winchester, and the Counties of Clarke, Frederick, Page, Shenandoah, and Warren, and the Towns of Berryville, Boyce, Edinburg, Front Royal, Luray, Middletown, Mount Jackson, New Market, Shenandoah, Stanley, Stephens City, Strasburg, Toms Brook and Woodstock.

The members designate the City of Winchester as the lead entity to act in a representative capacity for all members for the purpose of executing an annual agreement with the Northern Shenandoah Valley Regional Commission for administration of the HOME Program, and to assume overall responsibility for ensuring that the consortium's HOME Program is carried out in compliance with the HOME Program requirements.

The NSVRC serves as the managing body for the HOME program and is responsible for the development of the Consolidated Plan to include regional use of HOME funds.

The City of Winchester is the final approving body of actions relating to the HOME program in the region. Before any final plans are submitted to HUD, they must be approved by the Winchester City Council.

The Annual Action Plan describes the funding priorities for HOME (HOME Investments Partnership) and Community Development Block Grant (CDBG) program funding for activities in our region. Each year, a new Action Plan is developed, distributed for public comment, and adopted by the presiding bodies (NSVRC for allocation of HOME funding; Winchester City Council for CDBG funding).



NORTHERN SHENANDOAH VALLEY
REGIONAL COMMISSION

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*denotes Executive
Committee Member

July 6th, 2015

To: Winchester City Council
From: Alex Schweiger, Project Manager, Northern Shenandoah Valley Regional
Commission
Re: HOME Reallocation

This memo summarizes the action taken by Northern Shenandoah Valley Regional Commission to recommend that the Winchester City Council approve substantial amendments to the 2011, 2012, 2013, and 2014 Action Plans for reallocation of HOME Program funds.

Proposed Amendments to the 2011, 2012, 2013, and 2014 Annual Action Plans

On May 18, 2015, NSVRC was notified by phone with a follow up letter on May 19, 2015 indicating that project bids were reviewed for the Luray Meadows Apartments Project and were in excess of the funds secured to complete the project. The letter indicated the project could not move forward given the funding timeframe for obligation. In order to avoid recapture of funds allocated to this project, NSVRC staff took quick action to begin the mechanism to reallocate the funding from the Luray Meadows project to another eligible activity.

The proposed Action Plan Amendments would include the reallocation of \$583,254.42 from 2011, 2012, and 2013 Action Plans from Rental Housing Development (Luray Meadows Apartments) to Tenant Based Rental Assistance.

2011:
\$272,783.00 from Luray Meadows Rental Housing Project

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2013:
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Total
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Staff has presented this plan to the US Department of Housing and Urban Development to confirm eligibility.

On June 4th, 2015, the Housing and Community Services Policy Board of the Northern Shenandoah Valley Regional Commission approved staff to initiate the required 30 day public comment period. The public comment period runs June 9- July 9, with a public hearing occurring at the June 18th NSVRC meeting.

There were no public comments received during the public hearing. The NSVRC board took action to approve these Annual Action Plan amendments and send to Winchester City Council for final approval.

Recommended Action

Staff is requesting that the Winchester City Council take action to authorize staff to proceed to with the reallocation and commitment of \$583,254.42 to Tenant Based Rental Assistance from the Luray Meadows Rental Development Project.