

R-2014-40

CITY OF WINCHESTER, VIRGINIA

PROPOSED CITY COUNCIL AGENDA ITEM

CITY COUNCIL/COMMITTEE MEETING OF: October 7, 2014 **CUT OFF DATE:** __

RESOLUTION X **ORDINANCE** **PUBLIC HEARING** X

ITEM TITLE: Approval of Amendment to the 2013-2017 Consolidated Plan

STAFF RECOMMENDATION: Provisional Approval Pending Future Public Comment

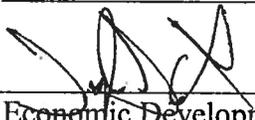
PUBLIC NOTICE AND HEARING: Authorize advertisement of proposed amendment to adjust CDBG goal outcome indicators for the duration of the plan

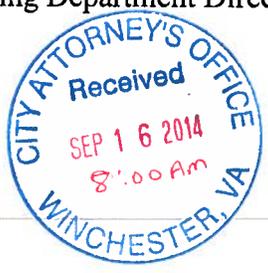
ADVISORY BOARD RECOMMENDATION: The City's Community Development Committee has discussed and recommends the attached amendment

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		9/15/14
2. _____			
3. _____			
4. _____			
5. City Attorney	R		9/16/2014
6. City Manager	MS		18 Sept 14
7. Clerk of Council			
Initiating Department Director's Signature: _____			9/15/14
	Economic Development Coordinator		Date



APPROVED AS TO FORM:


9/16/2014
CITY ATTORNEY

CITY COUNCIL ACTION MEMO

To: Honorable Mayor and Members of City Council
From: Tyler Schenck, Economic Development Coordinator
Date: October 7, 2014
Re: Approval of Amendment to the 2013-2017 Consolidated Plan

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) a Consolidated Plan for use of federal funds on a 3, 4, or 5-year frequency for use of specific allocations in a given fiscal year. All substantial changes or amendments to the Consolidated Plan must be approved by City Council before being submitted to HUD

RELATIONSHIP TO STRATEGIC PLAN: The proposed amendment will adjust CDBG goal outcome indicators for the duration of the Consolidated Plan

BACKGROUND: The amendment to the Consolidated Plan is awaiting provisional Council approval and will be final upon the conclusion of the public comment period. The amendment is subject to final revisions by staff and public comment after Council approval until the conclusion of the public comment period at 11:59PM on October 14th, 2014. The proposed amendment regarding the Consolidated Plan is listed below:

- Public Facility or Infrastructure Activities other than Low/Moderate Income Housing
Benefit: 500 People Assisted

Approval of the amendment will have no impact on current CDBG City activities. To date, the City has repaid \$403,213.07 of the \$1,000,000 loan. At current/expected CDBG allocation rates, the City will be able to repay the remaining balance in 2-3 years.

BUDGET IMPACT: N/A

OPTIONS: Council may approve or disapprove the proposed amendment

RESOLUTION THAT AUTHORIZES THE CITY MANAGER TO SUBMIT AN AMENDMENT TO THE CONSOLIDATED PLAN TO THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT

WHEREAS, agencies that receive U.S. Department of Housing and Urban Development (HUD) funds must prepare and submit a Consolidated Plan every five years; and

WHEREAS, the City of Winchester desires to receive HUD funds to develop a viable urban community and to expand economic opportunities; and

WHEREAS, the City of Winchester has developed a Consolidated Plan and has satisfactorily followed HUD requirements for the creation of each; and

WHEREAS, amendments to the 2013-2017 Consolidated Plan require public comment and Common Council approval; and

WHEREAS, the City of Winchester Community Development Committee and Winchester Common Council desire to adjust CDBG goal outcome indicators over the life of Consolidated Plan (five years).

NOW THEREFORE BE IT RESOLVED, that the adoption of this Resolution shall serve as provisional approval of the amendment to the Consolidated Plan pending final public comment; 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; and

BE IT FURTHER RESOLVED, that the City Manager, or their designee, is directed to submit the amendment to the Consolidated Plan to the U.S. Department of Housing and Urban Development.

Rouss City Hall
15 North Cameron Street
Winchester, VA 22601

Telephone: (540) 667-1815
FAX: (540) 722-3618
TDD: (540) 722-0782
Website: www.winchesterva.gov

TO: COMMON COUNCIL OF THE CITY OF WINCHESTER
FROM: TYLER SCHENCK, ECONOMIC DEVELOPMENT COORDINATOR
DATE: OCTOBER 7, 2014
RE: COMMENTS ON AMENDMENT TO THE CONSOLIDATED PLAN

SUBJECT

To accommodate for reporting errors encountered in the U.S. Department of Housing and Urban Development's (HUD) Integrated Disbursement & Information System (IDIS), the City of Winchester is submitting an additional amendment to the 2013-2017 Consolidated Plan. All incorrect performance measures within the current Plan will be adjusted due to the City's commitment to repaying its outstanding Section 108 Loan. The only remaining performance measure is listed below:

Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit – 500 Persons Assisted

Completion of this amendment will allow the City to submit an accurate Consolidated Annual Performance Evaluation Report (CAPER) that will correctly reflect our progress and ability to reach our Community Development Block Grant (CDBG) goals. Through coordination with HUD, the City has received a 30-day deadline extension of the CAPER that will allow the City to complete the necessary changes to the Consolidated Plan.

FINANCIAL IMPACT & SUMMARY

This Consolidated Plan amendment will have no impact on our CDBG funding or any related activities.

RECOMMENDATION

It is the recommendation of City Staff that the Common Council proceed with resolution approval. We have set a public comment period for September 15-October 14, during which time members of the community may review the amended Consolidated Plan. Members of the public may also attend the Winchester Common Council regular meeting on Tuesday, October 14, 2014 at 7:00 PM to give verbal comments to the City Council.

**Notice of Public Comment regarding Housing and Community Development activities in the Northern Shenandoah Valley Region:
HOME and CDBG Programs**

Concurrent public comment periods will be held to solicit public comment on the draft 2013 Consolidated Annual Performance Evaluation Report (CAPER) and amendments to the 2013-2017 Consolidated Plan for use of federal funding to meet housing and community development priorities for the Northern Shenandoah Valley Region. The Draft CAPER summarizes use of federal housing and community development funds during Fiscal Year 2014 (ending June 30, 2014) and progress in meeting goals identified in the 2013-2017 Consolidated Plan. Proposed amendments are summarized below. Please note that the CDBG funds in Winchester are directed by the Community Development Committee and Winchester City Council, while the regional HOME funds are directed by the Housing and Community Services Policy Board and the Northern Shenandoah Valley Regional Commission (NSVRC).

Copies of the draft 2013 CAPER are available from the respective office(s) as follows and can be downloaded from www.NSVregion.org.

- Winchester City Attn: Department of Economic Redevelopment, 15 North Cameron Street Winchester VA 22601
- NSVRC, Attn: Community Development Program, 400E Kendrick Lane Front Royal Virginia 22630.

The following is a summary of the proposed amendments to the 2013 Consolidated Plan and 2011, 2012 and 2013 Annual Action Plans:

1. Reduce the proposed CDBG program benefits to 500 persons assisted through public facility or infrastructure activities other than Low/Moderate Income Housing Benefit.
2. Reallocation of \$263,422.42 of HOME funding available from 2011, 2012 and 2013 program years to the activities listed below. Funds were originally proposed in the respective Action Plans for homeownership development in the Town of Shenandoah, Winchester City and Frederick County (81%) and rental housing development (19%) in Woodstock :
 - \$15,000 for a Pre-Development Loan to evaluate site feasibility for development of affordable rental housing in Front Royal; and
 - \$248,422.42 for a rental housing development project known as Luray Meadows in Luray. The project was included in the 2013 Annual Action Plan for funding; the total funding proposed to be available for the project if the current proposed Action Plan amendment is approved will be \$583,254.42.

Please take note of the opportunity for public comment, outlined as follows:

The City of Winchester staff will receive public comment on the CDBG portions of the CAPER and proposed Consolidated Plan amendment identified in item one above. NSVRC staff will receive public comment on the HOME portions of the CAPER and proposed reallocation of HOME funding identified in item two above.

Comments regarding the CAPER may be submitted to the appropriate contact during a 15- day public comment period beginning September 30, 2014 and ending October 14, 2014.

Comments regarding the proposed amendments to the 2013-2017 Consolidated Plan and 2011, 2012 and 2013 Action Plans may be submitted to the appropriate contact during a 30-day public comment period beginning on September 15, 2014 and ending on October 14, 2014.

Written comment regarding CDBG matters may be mailed to: City of Winchester, Attn: Economic Redevelopment, 15 N. Cameron Street, Winchester, Virginia 22601 or emailed to tyler.schenck@winchesterva.gov. Written comment regarding HOME matters may be mailed to: NSVRC, Attn: Community Development Program, 400E Kendrick Lane, Front Royal, Virginia 22630 or emailed to aschweiger@NSVregion.org.

A total of three input sessions will be held during the comment periods. All scheduled input sessions fall within the comment periods. Those wishing to submit comment in person regarding the proposed CAPER and CDBG Program Amendments may do so during a public hearing scheduled in conjunction with the Winchester Community Development Committee Meeting scheduled for September 16, 2014 at 9 am. The meeting location is Winchester City Hall, 15 North Cameron Street in Winchester, Virginia. Those persons wishing to submit comment in person regarding the CAPER and HOME Program Amendments may do so during a public hearing scheduled in conjunction with the NSVRC's Housing and Community Services Policy Board meeting scheduled for October 2, 2014 at 9:30 am at the NSVRC Office located at 400 Kendrick Lane, Suite E in Front Royal, Virginia.

A final Public Hearing for all matters described in this notice will be held on October 14, 2014 at 7 pm in conjunction with the Winchester City Council's regular meeting in the City Council Chambers at Winchester City Hall, 15 North Cameron Street in Winchester, Virginia. Attendees may be required to sign in to speak regarding this matter. The City of Winchester will take action regarding the 2013 CAPER and proposed amendments to the 2013-2017 Consolidated Plan and 2011, 2012, 2013 Action Plans following the close of the Public Comment Period and Public Hearing.

Interpretation and special needs services are available for all three public meetings upon request. Individuals that request accommodations for accessibility or language assistance should contact the City of Winchester or NSVRC at least 7 days prior to the respective scheduled meetings to assure requests can be accommodated.

The City of Winchester and NSVRC ensure nondiscrimination and equal employment in all programs and activities in accordance with Title VI and Title VII of the Civil Rights Act of 1964. If you have questions or concerns about civil rights compliance with this program or require special assistance for persons with disabilities or limited English proficiency, contact the office(s) listed above.