

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The City of Burlington is a federal entitlement community under the U.S. Department of Housing and Urban Development's Community Development Block Grant (CDBG) Program. The City also receives HOME funds through its participation in the Greensboro HOME Consortium. As a HUD entitlement community, the City is required to submit the FY 2017 Annual Action Plan as the third action plan of the 2015-2019 Consolidated Plan.

The One-Year Action Plan outlines the City's planned projects and activities to address identified priority needs and specific objectives during program year 2017 (July 1, 2017 - June 30, 2018). These activities and project will also address the City's overall priorities identified in the 2015-2019 Consolidated Plan. All priorities, objectives, and activities are planned for a one year period ending on June 30, 2018 unless otherwise indicated in the plan.

The City will direct Community Development Block Grant (CDBG) funds to projects within its corporate limits. Proposed allocations of CDBG funds are to citywide housing rehabilitation projects, neighborhood revitalization or development projects in the City's low and moderate income areas, job training, and development projects citywide for eligible populations.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

Burlington is committed to allocating funds that serve the needs of low to moderate income (LMI) residents. Households with incomes less than 50% of the area median income (AMI), particularly those with extremely low incomes (less than 30% of AMI), are particular priorities. The City has also identified special needs individuals as among those who face the greatest challenges and who should receive high priority in the expenditure of federal funds, including low income families, the homeless, persons threatened with homelessness, the elderly, and persons with disabilities.

In order to achieve the greatest impact possible from the limited federal funds available, the City intends to allocate its non housing community development resources primarily to projects that will

have a focused neighborhood impact, as opposed to infrastructure projects of more dispersed expected benefit.

The priorities identified in the Annual Action Plan were developed by:

- Weighting the severity of the need among all groups
- Analyzing current, social, housing, and economic conditions
- Analyzing the relative needs to low and moderate income families
- Assessing the resources likely to be available
- Evaluating input from requests for proposals, public hearings, and participation in various community meetings

Burlington will invest its CDBG and HOME funds in areas primarily impacted by LMI persons. Several of the City's LMI census areas are located in the downtown area and include a significant rental housing stock. While resources other than CDBG and HOME funds may be used in these areas to maintain and preserve housing, infrastructure, and public services, the City's CDBG and HOME funds will be focused in areas that are home to families, the elderly, the disabled, and the homeless. The City's provision of funding for new construction and acquisition of affordable housing will continue to be governed by its evaluation rubrics.

For Program Year 2017, the City plans to address needs/objectives identified under the priority needs identified in the 2015-2019 Consolidated Plan. The needs are identified as:

Need 1:

Improvement and access to local public facilities and services that contribute to neighborhood development.

Need 2:

Improvement of public infrastructure to revitalize neighborhoods.

Need 3:

Decent, safe affordable housing, including housing that directly reduces homelessness and increases the availability of supportive housing.

Need 4:

Planning and Administration

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The City has maintained a high performance rate for past projects completed through the FY 2016 Annual Action Plan. The goals of the 2015-2019 Consolidated Plan have been instrumental in meeting the goals of the CDBG and HOME programs set out by the City through community input.

The City has rehabbed six homes since July 1, 2016. There are currently two rehabilitation projects under contract. The City has assisted one family with relocation assistance. Since July 1, 2016 one infrastructure project, five public facility projects, and one public service project has been completed. There is currently one infrastructure project underway. The City has also completed three homes at the City's Apple Tree subdivision.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105. Key elements of the Consolidated Plan are its emphasis on citizen participation and the collaborative nature of the process. Burlington uses the input from citizens and its community development partners to determine its housing and community development needs, to develop strategies for addressing those needs, and to undertake specific actions consistent with those strategies.

Between February 2017 and May 2017, two public hearings were held to obtain public input to the planning process and development of the 2017 Annual Action Plan. The public hearings provided citizens a chance to comment on issues of affordable housing, special needs housing with supportive services, homelessness, neighborhood and community revitalization, and special needs and priorities that would be incorporated into the proposed Annual Action Plan.

During the development of the 2017 Annual Action Plan, there was consultation and coordination completed with several service agencies in the City of Burlington. These conversations were held with several levels of service providers who understood the problems faced by the elderly, and the need for affordable housing, homeless assistance, and health services. These meetings and conversations provided the City with a keen insight into some of the problems and needs that many low to moderate-income citizens were facing.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

A summary of the comments received is provided as an attachment to IDIS template AD-25 Administration of the 2017 Annual Action Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

A summary of responses to the comments received is provided in IDIS template AP-12 Consultation of the 2017 Annual Action Plan.

7. Summary

The City's funds will coincide with specific setasides to structure the spending of CDBG funds and ensure that the limited amount of funds available will have the greatest possible impact in addressing the needs of the Annual Action Plan and community.

A maximum of 15% of CDBG funds will be dedicated to public services.

The City of Burlington 2017 CDBG allocation is \$399,942. The City based its 2017 CDBG budget (\$589,942) on the City's 2017 CDBG allocation, plus \$190,000 of program income. If program income exceeds \$190,000, excess funds will be allocated to the Housing Rehabilitation Program. Also, if program subrecipients do not use their entire allocations, any unexpended amounts are subject to recapture and use for other CDBG eligible activities.

The City's priorities for 2017 CDBG funding and budgeted amounts are as follows:

1. Housing Rehabilitation Loan Program (\$100,000)
2. North Park Development (\$100,000)
3. Construction Training Program (\$65,000)
4. Administration (\$52,000)
5. Infrastructure (\$85,011)
6. Ralph Scott Lifeservices (\$52,000)
7. North Park Library (\$7,931)
8. Relocation (\$2,000)
9. Emergency Repair Program (\$90,000)
10. Burlington Development Corporation (\$36,000)

The specific projects for the Program Year 2017 will be discussed later in the plan.

PR-05 Lead & Responsible Agencies - 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
Lead Agency	BURLINGTON	
CDBG Administrator		

Table 1 – Responsible Agencies

Narrative

Consolidated Plan Public Contact Information

Sonyé Randolph, Community Development Administrator

City of Burlington

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Burlington, NC 27216

[phone] 336-222-5094 [email] srandolph@ci.burlington.nc.us

AP-10 Consultation - 91.100, 91.200(b), 91.215(l)

1. Introduction

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The City of Burlington Planning Department's Community Development Division developed an outreach effort to maximize input from a large cross section of stakeholders. This outreach effort included public meetings, published meeting notices, stakeholder meetings, attendance and networking at various meetings, telephone interviews, and requests for proposals. Furthermore, the Department implements a range of affordable housing and community development activities, including administration of the CDBG & HOME programs; preparation of the Consolidated Plan, the Consolidated Annual Performance Evaluation Report (CAPER), and the Annual Plan; technical assistance for and collaboration with non-profits and for-profits housing developers and social services agencies; and rehabilitation and other affordable housing projects.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Allied Churches of Alamance County (ACAC) and Alamance Housing Committee (AHC) both have interagency agreements with the City of Burlington to manage CDBG activities. Close cooperation exists between the City, ACAC, AHC, local nonprofit agencies, homeless providers, and regional organizations to enhance coordination. The City will continue to support strategies to meet the needs of homeless persons and those at risk of becoming homeless.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City does not receive ESG funds. Rather, ESG funds are allocated to the community through Alamance Housing Committee (AHC) participation in the NC Balance of State Continuum of Care application process. AHC utilizes the Balance of State application process to apply for ESG funds, develop performance standards, and evaluate outcomes. The City of Burlington is currently working closely with AHC to restructure the delivery and allocation process. A detailed description of how this process is

being restructured in Burlington can be found in the MA30 section of the City's 2015-19 Consolidated Plan. The plan is also available at: <http://www.ci.burlington.nc.us/DocumentCenter/View/7532>

2. Agencies, groups, organizations and others who participated in the process and consultations

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	BURLINGTON
	Agency/Group/Organization Type	Other government - Local Planning organization Grantee Department
	What section of the Plan was addressed by Consultation?	Economic Development Anti-poverty Strategy Recreation and Infrastructure Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Planning Department Community Development Division consulted with city governmental departments via in person interviews to determine the needs of the City. Such interviews help to optimize allocation of entitlement resources.
2	Agency/Group/Organization	ALLIED CHURCHES OF ALAMANCE COUNTY
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-Persons with Disabilities Services-Persons with HIV/AIDS Services-homeless Services-Employment Publicly Funded Institution/System of Care Neighborhood Organization

	What section of the Plan was addressed by Consultation?	Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Planning Department Community Development Division staff consulted with ACAC by telephone to help identify the needs of City homeless populations and how to best use resources to address these needs.
3	Agency/Group/Organization	ALAMANCE COUNTY COMMUNITY SERVICES AGENCY
	Agency/Group/Organization Type	Housing Services-Education Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Planning Department Community Development Division actively consulted with ACSSA via an in-person meeting to discuss reducing poverty levels via economic development activities, e.g., education and training, and affordable housing.
4	Agency/Group/Organization	HABITAT FOR HUMANITY OF ALAMANCE COUNTY, NC
	Agency/Group/Organization Type	Housing
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Economic Development Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Planning Department Community Development Division staff consulted with Habitat via an in person meeting to help identify housing and community development needs, especially affordable housing.
5	Agency/Group/Organization	ALAMANCE COUNTY
	Agency/Group/Organization Type	Other government - County
	What section of the Plan was addressed by Consultation?	Lead-based Paint Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Planning Department Community Development Division consulted with Alamance County via a visit to the County Public Health Department website to gain knowledge regarding reducing lead based paint hazards through the City housing rehabilitation program.

Identify any Agency Types not consulted and provide rationale for not consulting

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	AHC	The goals of this organization overlaps with the goals in the strategic plan and visioning of this plan, including creating attractive and affordable housing and supportive services for all.
Regional Assessment of Fair Housing	Piedmont Triad Regional Council	Strategic Plan goals and objectives will intentionally,affirmatively further fair housing. Addresses barriers to affordable housing as well.

Table 3 - Other local / regional / federal planning efforts

Narrative

AP-12 Participation - 91.401, 91.105, 91.200(c)

1. Summary of citizen participation process/Efforts made to broaden citizen participation Summarize citizen participation process and how it impacted goal-setting

In accordance with 24 CFR 91.100(4), the City of Burlington will notify adjacent units of local government of the non-housing community development needs included in its Action Plan.

The City continues to interact with the various public and non-profit institutions that provide housing and supportive services to low income residents. Although the agencies are independent of one another, they work together to ensure that their programs and services are coordinated and that residents are served.

The City's goal for citizen participation is to ensure broad participation of City residents; housing, economic development, and other service providers; City departments; nonprofit organizations; neighborhood groups; and other stakeholders in the planning and implementation of community development and housing programs. As such, the City has adopted a Citizen Participation Plan (CPP) to broaden citizen participation.

The purpose of the CPP is to establish the process by which citizens, public agencies, and other interested parties can actively participate in the development of the Consolidated Plan, Annual Action Plan, Substantial Amendments, and the Consolidated Annual Performance and Evaluation Report (CAPER) and to set forth the City's policies and procedures for citizen participation.

The Citizen Participation Plan provides for and encourages public participation and consultation, emphasizing involvement by citizens and the organizations and agencies that serve low/moderate-income persons through the use of HUD programs.

During the preparation of the 2017 Annual Action Plan, two public meetings were held to gather public input on housing and community development needs and to get public comments on the draft 2017 Annual Action Plan.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
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Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community Public Hearing info send via Community Council	Upon motion by Councilmember Ward, seconded by Mayor Pro Tem Faucette, it was resolved unanimously to close the public hearing. Citizen comment period was held. No action required.	Dorene Cole, RSLs asked for support of the renovation of the day facility at 1212 Turrentine. Annette Orbert and Nicole Blackwell of Alamance Co. CSA requested funding to complete 4 more lots in the Apple Tree subdivision. Robin Wintringham of Habitat for Humanity thanked Council for its continued support. Taylor, NC Annual Action Plan Construction Partnership, asked for continued support for	All comments were accepted.	http://burlingtonnc.gov/ArchiveCenter/ViewFile/Item/2771

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community	None	None	N/A	

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
3	Public Hearing	Minorities Non-targeted/broad community Residents of Public and Assisted Housing	Upon motion by Mayor Pro Tem Faucette, seconded by Councilmember Butler, it was resolved unanimously to close the public hearing. Citizen comment period was held. No action required.	Jennifer Helton, RSLs asked for support of the renovation of the day facility at 1212 Turrentine. Nicole Blackwell of Alamance Co. CSA requested funding to complete 4 more lots in the Apple Tree subdivision. By letter, Burlington Development Corp. requested continued funding for the Steps of Hope Program. Ken Taylor, NC17 Construction Partnership, asked for continued	All comments were accepted.	http://burlingtonnc.gov/ArchiveCenter/ViewFile/Item/2771

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
4	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community	None	None	N/A	
5	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community	None	None	N/A	
6	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community	None	None	N/A	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

Table 5 shows the resources Burlington anticipates having for program year 2017.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	399,942	190,000	0	589,942	799,884	

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Non profit housing and service providers rely on many sources of revenue for their operations. In Burlington, this includes Allied Churches, Habitat for Humanity, and ACCSA, Family Abuse Services, Residential Treatment Services, and Ralph Scott Lifeservices, all highlighted in the previous sections. These agencies and organizations pursue multiple sources of funding for housing and social service programs. To supplement,

match, or leverage the grants from competitive Federal and State programs and foundations, the agencies use local funds and private resources. Private resources include contributions, corporate sponsorships, United Way, foundation grants, fees, and fund-raisers. Local organizations have reported success using private funds such as these to match other grants.

Low Income Housing Tax Credits (LIHTC) have proven to be a highly effective method of increasing the supply of affordable housing. However, there is currently a lack of developers with the capacity or interest in LIHTC projects within the City of Burlington. The City's strategy for coordinating LIHTC development into its efforts to increase the supply of affordable housing for low and moderate-income families is to provide technical assistance on an as-needed basis through the Planning Department's Community Development Division.

To match the HOME City funds, the City participates in a Construction Training Program with the North Carolina Housing Finance Agency and the North Carolina Homebuilders Association. The City will use the North Carolina Housing Finance Agency funds of \$65,000 to pay for the hard construction costs for housing in conjunction with the Construction Training Program activities.

To match HOME County Program expenditures for rehabilitations, the City of Burlington allocates a portion of its closed-out Rental Rehabilitation Program loan payments.

When appropriate, the City will work to leverage with other programs such as weatherization. In some instances, homeowners may contribute their personal funds to upgrade certain rehabilitation elements based on their personal preferences.

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

Burlington is not involved with land banking and has a limited amount of resources available to acquire, assemble, and dispose of sites for the purpose of expanding affordable housing and employment opportunities.

Discussion

None

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Provide Decent & Affordable Housing	2015	2019	Affordable Housing	Citywide / Non-Site-Specific Eligible LMI Block Groups	Decent, affordable housing	CDBG: \$192,000	Homeowner Housing Rehabilitated: 20 Household Housing Unit
2	Provide improved public facilities	2015	2019	Non-Housing Community Development	Citywide / Non-Site-Specific Eligible LMI Block Groups	Improvement and access to local public facilities	CDBG: \$152,000	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 12087 Persons Assisted
3	Provide Economic Development Opportunities	2015	2019	Non-Housing Community Development	Eligible LMI Block Groups	Decent, affordable housing	CDBG: \$65,000	Homeowner Housing Rehabilitated: 3 Household Housing Unit Jobs created/retained: 16 Jobs
4	Improve the Quality of Public Infrastructure	2015	2019	Non-Housing Community Development	Eligible LMI Block Groups	Improvement of public infrastructure	CDBG: \$92,942	Public Facility or Infrastructure Activities other than Low/Moderate Income Housing Benefit: 4289 Persons Assisted

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Homeless Shelter, Services, and Facility Assist	2015	2019	Homeless	Eligible LMI Block Groups	Improvement and access to local public facilities Decent, affordable housing	CDBG: \$36,000	Homelessness Prevention: 22 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Provide Decent & Affordable Housing
	Goal Description	
2	Goal Name	Provide improved public facilities
	Goal Description	
3	Goal Name	Provide Economic Development Opportunities
	Goal Description	
4	Goal Name	Improve the Quality of Public Infrastructure
	Goal Description	
5	Goal Name	Homeless Shelter, Services, and Facility Assist
	Goal Description	

AP-35 Projects - 91.420, 91.220(d)

Introduction

The following 2017 projects are expected to address the primary community development and housing issues that can be addressed with limited CDBG funding.

#	Project Name
1	Housing Rehabilitation
2	Construction Training Program
3	Administration
4	North Park Library
5	Ralph Scott Lifeservices Upgrades
6	Relocation
7	Burlington Development Corporation
8	North Park Development
9	Infrastructure Improvements - Sidewalks
10	Emergency Repair Program

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Priorities for community development were established from citizen input and a variety of consultation and meetings.

AP-38 Project Summary
Project Summary Information

1	Project Name	Housing Rehabilitation
	Target Area	Citywide / Non-Site-Specific
	Goals Supported	Provide Decent & Affordable Housing
	Needs Addressed	Decent, affordable housing
	Funding	CDBG: \$100,000
	Description	Receipts from the revolving loan fund will be used for loans for low and moderate-income households to rehabilitate their homes to provide safe, decent dwellings that meet the City's Minimum Housing Code. The City will undertake any required lead-based paint hazard reduction procedure and when necessary, temporarily relocate program participants.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	At least ten families will benefit through housing rehabilitation that would have not otherwise occurred.
	Location Description	Citywide
	Planned Activities	Rehab: Single-unit residential Matrix code: 14 A
2	Project Name	Construction Training Program
	Target Area	Citywide / Non-Site-Specific
	Goals Supported	Provide Decent & Affordable Housing Provide Economic Development Opportunities
	Needs Addressed	Decent, affordable housing
	Funding	CDBG: \$65,000

	Description	The City will invest \$65,000 of CDBG funds in the North Carolina Construction Training Partnership Program to provide job training in the construction industry and housing assistance for low-income area residents. The program is the continuation of a cooperative venture between the City, the North Carolina Housing Finance Agency (NCHFA) and the North Carolina Home Builders Association (NCHBA). North Carolina Home Builders Association will recruit the trainees and conduct the job training and development activities. Class instruction includes hands-on rehabilitation training, RRP certification, green building skills, and building maintenance instruction. The training consists of a spring and fall class with approximately 16-20 participants. The class participates in hands on rehabilitation activities through the City housing rehabilitation program. The projects the class works on are reviewed for environmental standards through the scattered site housing rehabilitation process. North Carolina Housing Finance Agency will provide funds of \$65,000 for hard construction costs for eligible affordable housing rehabilitation projects identified and undertaken by the City.
	Target Date	5/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	16 individuals through the program.
	Location Description	Training will occur at the City-owned Broad Street Gym.
	Planned Activities	Public services: housing rehab, single unit residential Matrix code: 14 A
3	Project Name	Administration
	Target Area	Citywide / Non-Site-Specific
	Goals Supported	Provide Decent & Affordable Housing Provide improved public facilities Provide Economic Development Opportunities Improve the Quality of Public Infrastructure Homeless Shelter, Services, and Facility Assist
	Needs Addressed	Planning and Administration
	Funding	CDBG: \$52,000
	Description	Administration

	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	N/A
	Location Description	N/A
	Planned Activities	Administration of CDBG funding and projects Matrix Code: 21A
4	Project Name	North Park Library
	Target Area	Eligible LMI Block Groups
	Goals Supported	Provide improved public facilities
	Needs Addressed	Improvement and access to local public facilities
	Funding	CDBG: \$7,931
	Description	Each year, the City sets aside funds to purchase books, materials and supplies for the branch library in the Mayco Bigelow Community Center at North Park. Continuation of this financial assistance permits the library to operate and maintain its level of service to the community.
	Target Date	4/10/2018
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 850 persons live in the service area of the library.
	Location Description	North Park Library
	Planned Activities	Public Services: other public services Matrix Code: 05
5	Project Name	Ralph Scott Lifeservices Upgrades
	Target Area	Citywide / Non-Site-Specific
	Goals Supported	Provide improved public facilities
	Needs Addressed	Improvement and access to local public facilities
	Funding	CDBG: \$52,000

	Description	The City plans to provide \$52,000 to assist Ralph Scott Lifeservices to renovate the interior of its Day Services Facility (StarPoint). This project will allow for sustained use of the facility. The facility serves as a needed day program for individuals with developmental and other intellectual disability. The program current serves 87 individuals. Approximately 76 of those individuals also are served in the residential programs operated by RSL and another 11 come from the community, where they reside with their families. No other program of this type is available to these citizens within the Alamance/Burlington area.
	Target Date	3/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 87 individuals are served daily by the day center activities for the disabled.
	Location Description	Ralph Scott Lifeservices
	Planned Activities	Public Facility: Handicapped Centers 03B
6	Project Name	Relocation
	Target Area	Citywide / Non-Site-Specific
	Goals Supported	Provide Decent & Affordable Housing
	Needs Addressed	Decent, affordable housing
	Funding	CDBG: \$2,000
	Description	Depending on the extent of the rehabilitation a homeowner may be required to relocate during the rehabilitation of their home. The City will provide temporary relocation assistance to persons who are qualified participants under the homeowner rehabilitation program. In all cases the City will try to reduce relocation expenses for homeowners by making arrangements for persons to stay with family members and friends during the rehabilitation of their home. The City will use CDBG funds to cover eligible relocation expense during the rehabilitation process.
	Target Date	3/31/2018
	Estimate the number and type of families that will benefit from the proposed activities	Between two and six families that benefit through housing rehabilitation program will also benefit from the relocation program.

	Location Description	N/A
	Planned Activities	Relocation Matrix Code: 08
7	Project Name	Burlington Development Corporation
	Target Area	Citywide / Non-Site-Specific
	Goals Supported	Provide Decent & Affordable Housing
	Needs Addressed	Decent, affordable housing
	Funding	CDBG: \$36,000
	Description	Burlington Development Corporation, a non-profit component of the Burlington Housing Authority operates two supportive housing programs for chronically homeless and homeless families. The HOPE program is a permanent housing program for chronically homeless individuals and STEPS is a rapid rehousing program for homeless families.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	Unites six chronically homeless individuals and families.
	Location Description	133 N. Ireland St.
	Planned Activities	Public Services: Operating costs of homeless/AIDS patient program Matrix Code: 03T
8	Project Name	North Park Development
	Target Area	Eligible LMI Block Groups
	Goals Supported	Provide improved public facilities
	Needs Addressed	Improvement and access to local public facilities
	Funding	CDBG: \$100,000
	Description	Upgrades to the community center and upgrades to shelter bathrooms to make them handicap accessible
	Target Date	6/30/2018

	Estimate the number and type of families that will benefit from the proposed activities	TBD
	Location Description	849 Sharpe Road
	Planned Activities	<div>Parks, Recreational Facilities</div><div>Matrix Code: 03F</div>
9	Project Name	Infrastructure Improvements - Sidewalks
	Target Area	Eligible LMI Block Groups
	Goals Supported	Improve the Quality of Public Infrastructure
	Needs Addressed	Improvement of public infrastructure
	Funding	CDBG: \$85,011
	Description	Construct sidewalk within right-of-way of 1370 N. Church St., 1382 N. Church St., and 1402 N. Church St.
	Target Date	6/30/2018
	Estimate the number and type of families that will benefit from the proposed activities	TBD
	Location Description	1370 N. Church St., 1382 N. Church St., and 1402 N. Church St.
	Planned Activities	Sidewalks Matrix Code: 03L
10	Project Name	Emergency Repair Program
	Target Area	Citywide / Non-Site-Specific
	Goals Supported	Provide Decent & Affordable Housing
	Needs Addressed	Decent, affordable housing
	Funding	CDBG: \$90,000
	Description	Receipts from the revolving loan fund will be used for forgivable loans for low and moderate-income households to respond to housing failures that may endanger safety or health, or to meet other imminent repair needs.
	Target Date	6/30/2018

Estimate the number and type of families that will benefit from the proposed activities	An estimated ten families will benefit through emergency repairs that would not have otherwise occurred.
Location Description	Citywide
Planned Activities	Rehab: Single unit residential Matrix Code: 14 A

AP-50 Geographic Distribution - 91.420, 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

In light of the limited amount of CDBG funds available to the Burlington, not all the City's housing and community development needs can be addressed. Therefore, priorities must be established to ensure that scarce resources are directed to the most pressing housing and community development needs.

In order to achieve the greatest impact possible from the limited federal funds available, the HOME Consortium intends to allocate its community development resources primarily to projects that will have a focused neighborhood impact on increasing access to opportunity. The Consortium's basis for increasing opportunity is governed by the opportunity mapping results of the 2014 Regional Assessment of Fair Housing. This is an econometric modeling technique designed to comprehensively quantify and analyze the geographic distribution of opportunity. Geographic priority investment areas have been determined based on their ability to connect opportunity to low and moderate-income residents within the Triad. These include the north-central, eastern, and southern areas of Burlington.

Multiple revitalization activities, such as housing rehabilitation and public facility development, will be geographically coordinated in order to maximize their impact. The neighborhood-level focus for non-housing community development needs within income-eligible areas reflects the City's desire to create appreciable and lasting living environment improvements given limited funds, and the specific geographic targeting of new family rental housing reflects the need to affirmatively further fair housing by directing this type of development to a broader range of neighborhoods, combating existing segregated settlement patterns.

Geographic Distribution

Target Area	Percentage of Funds
Citywide / Non-Site-Specific	70
Eligible LMI Block Groups	30

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

In order to achieve the greatest impact possible from the limited federal funds available, the City intends to allocate its non-housing community development resources primarily to projects that will have a focused neighborhood impact, as opposed to infrastructure projects of more dispersed expected benefit.

Burlington will invest its CDBG and HOME funds in areas primarily impacted by LMI persons. Several of the City's LMI census areas are located in the downtown area and include a significant rental housing

stock. While resources other than CDBG and HOME funds may be used in these areas to maintain and preserve housing, infrastructure, and public services, the City's CDBG and HOME funds will be focused in areas that are home to families, the elderly, the disabled, and the homeless. The City's provision of funding for new construction and acquisition of affordable housing will continue to be governed by its evaluation rubrics.

Discussion

AP-75 Barriers to affordable housing -91.420, 91.220(j)

Introduction

The following public policy barriers were identified in the 2014 Piedmont Triad's Regional Assessment of Fair Housing, which included the City of Greensboro and the City of Burlington. Stakeholders interviewed during the consultation process for this Consolidated Plan verified that these barriers still influence the market for affordable housing.

- The absence of a public policy that results in the creation of affordable housing in higher opportunity areas.
- An inadequate supply of decent, affordable housing for low- and moderate-income households, including affordable housing that is accessible to persons with disabilities
- Burlington's zoning ordinance limits the number of unrelated people who may live together to two and restricts mobile homes to a dedicated district
- The absence of a public transportation system connecting low- and moderate-income neighborhoods with employment opportunities and other community assets reduces residential investment
- The absence of a lawfully organized and politically-neutral human rights commission to provide fair housing education, outreach and enforcement of fair housing laws
- The concentration of assisted housing in low- and moderate-income census tracts reduces affordable housing options to low-opportunity areas

These barriers tend to disproportionately impact lower- and moderate-income households, since, as found in the previous Needs Assessment, these households are most in need of affordable housing.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City is in the process of fulfilling action items on its Fair Housing Action Plan and will complete several key actions over the next five years. A Language Access Plan (LAP) was adopted in December 2015 in order as part of an effort to increase resident involvement and access to city

services—including CDBG-funded activities—amongst the growing number of residents with limited English proficiency. The goals and strategies in the Consolidated Plan directly connect to the goals and strategies presented for the City of Burlington in the Regional Assessment of Fair Housing.

Discussion

AP-85 Other Actions - 91.420, 91.220(k)

Introduction

In FY 2017, Burlington plans the following actions to help address the housing and community development needs of City residents, especially low- and moderate-income residents.

Actions planned to address obstacles to meeting underserved needs

The chief obstacle to meeting underserved needs is a lack of, or inadequate, resources---both financial and human (staffing). The City of Burlington will continue to collaborate with human and social service agencies and the Continuum of Care to identify potential resources for meeting the service needs of City residents. The restructuring effort of Allied Churches will help address this obstacle, as it will increase the efficiency of the institutional delivery system and help optimize the use of scarce human and financial resources. The funding for Burlington Development Corporation to operate two housing programs in the community is another example of Burlington's commitment to meeting needs. The improvements to the facilities at Ralph Scott Lifeservices will also directly improve access to the programs operated by this organization and the underserved needs of the low income populations it serves. Improving access to public facilities and infrastructure amongst underserved populations is also addressed in this plan. The funding for the North Park Library will benefit predominantly low moderate income residents of Burlington.

Actions planned to foster and maintain affordable housing

Burlington will continue to administer its housing rehabilitation program, which helps increase the supply of decent, affordable housing for low-income households in the City who would otherwise not be able to afford necessary rehab. The City will continue it's CHDO partnership with Habitat for Humanity of Alamance County to finish the remaining lots at the Apple Tree Village. The relocation fund from CDBG will serve to encourage families to participate in the rehab program.

Actions planned to reduce lead-based paint hazards

The City actively reduces lead based paint (LBP) hazards by including abating all lead hazards as a part of its housing rehabilitation program. Additionally, in the discussion of activities to stimulate employment opportunities, the City delineates its planned efforts to encourage local contractors to be trained in safe work practices and to become state certified lead based paint abatement supervisors.

The City of Burlington will continue to uphold its obligation to abate all LBP hazards on properties it acquires. The City will also continue to work with the Alamance County Public Health Department to implement all aspects of the lead based paint regulations. In its efforts to evaluate and reduce lead based paint hazards in all of its CDBG and HOME funded rehabilitation projects, the Public Health Department provides information and outreach on the dangers of lead-based paint, as well as guidance

in the identification and reduction of lead-based paint hazards to all program participants. Blood level tests may be paid through the Housing Rehabilitation program for targeted populations, such as children under 5, when needed.

The City will continue to participate in NC Lead, a surveillance system that all pediatricians are required to enter data into. When a child is found with elevated levels of lead in the blood, the Health Department offers to complete an investigation. When the lead levels reach poisonous concentrations, the Health Department is required to do so.

In order to affirmatively market LBP safety and abatement initiatives, the Public Health Department issues literature on housing-related and non-housing related sources of lead. Materials are also available in Spanish.

Actions planned to reduce the number of poverty-level families

Burlington will continue participating in the North Carolina Construction Training Partnership Program. This workforce development initiative is designed to address the lack of middle skill employees through training low income Burlington residents in construction. The goal is to provide job training in the construction industry while improving the quality of affordable housing stock for low income residents in Burlington. NC Housing Finance Agency will also provide funds to the City to rehabilitate eligible affordable housing for low-income households. The goal for the Construction Training Partnership Program is to train 16 low income Burlington residents a year.

Actions planned to develop institutional structure

As part of the Allied Churches of Alamance County (ACAC) Coordinated Assessment (CA) project, the City of Burlington will work with ACAC and Alamance Housing Committee (AHC) within the context of the Balance of State CoC to address gaps in the institutional delivery system. The greatest gap in meeting the needs of all homeless populations is the reduced capacity of many agencies, given funding limitations in recent years. The institutional delivery system has been effective and providing substitutes for this need, but struggles to provide enough services given their limited capacity. In order to develop and improve this institutional structure, the coordinated assessment will result in an additional staff person to handle standardized systems for accessing homeless facilities and services.

Actions planned to enhance coordination between public and private housing and social service agencies

The City of Burlington facilitates coordination among its partner agencies that results in a broadly shared understanding of community needs, collaborative and complementary approaches to addressing needs, and responsiveness to changes in conditions. Additionally, City general funds will continue to be available for economic development, indicating a commitment to leveraging all possible resources to

meet needs. By establishing set-asides to govern CDBG and HOME spending, the City is ensuring that high-priority public and private housing and social service agencies and their programs will continue to receive the resources required to achieve an appreciable impact.

The greatest gap in meeting the housing, community development, and economic development needs in the City is the reduced capacity of many agencies, given funding limitations in recent years, to carry out their work to the extent that is needed in the community. Reductions in work force resulting from dwindling resources pose a serious challenge to meeting escalating demand for affordable housing and related services. In order to overcome this gap, the City has planned to focus its capacity and delivery on priority needs.

Strategic planning and evaluation will continue to be performed periodically to ensure the streamlining of operations. The City will continue to work with Burlington Development Corporation, Burlington Housing Authority, ACAC, and Alamance Housing Committee to enhance coordination. Enhancing coordination is an important component of the Coordinated Assessment project as well as a part of the HOPE and STEPS programs administered by Burlington Development Corporation through CDBG funding.

Discussion

The City is committed to addressing institutional structure development, coordination of services, poverty reduction and affordable housing initiatives as necessary in our community over the upcoming year.

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	190,000
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	190,000

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	70.00%

Discussion

Attachments

on, N.C., Times-News

Classifieds

Thursday, February 9, 2017

create your own classified with the new **ad creator**

Log on to www.TheTimesNewsClassifieds.com
Click on ad creator box

Classified Connection Times-News thetimesnews.com

employment, Automotive, Real Estate and more... In print and online

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Package Includes: Photo, Bold Headline, 4 lines of ad copy, border plus online exposure.

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FREE AD FOR 7 DAYS

One item in the ad for \$200 or less

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Some restrictions apply



REAL ESTATE

PRIVATE PARTY SPECIAL FSO \$139 for 30 days. Includes photo

Rentals \$79 for 14 days

Some restrictions apply

TimesNewsHomes.com



YARD SALES

Advertise your sale **2 DAYS \$25**

Price Includes 2 Signs!



Call for details

DEADLINES

Monday - Friday place your ad by 4pm and it will appear in the next day's edition.

For Saturday's Edition Call Friday by 2:30pm

For Sunday's Edition Call Friday by 3:30pm

For Monday's Edition Call Friday by 4:00pm

<p>10 Legals</p> <p>NOTICE PUBLIC HEARING CITY OF BURLINGTON COMMUNITY DEVELOPMENT PROGRAM</p> <p>The City of Burlington will conduct a public hearing to receive public input on how to spend the fiscal funds for activities at various locations in the following areas and items:</p> <ul style="list-style-type: none"> Municipal Library Historic Preservation Chapel Hill Special Needs Recycled and Recycled Products Arts and Culture Public Safety Public Works Public Services <p>Proposed activities must be submitted by February 10, 2017. The City will review the proposals and make a decision on the activities to be funded. The public hearing will be held on February 10, 2017, at 7:00 PM in the City of Burlington, 100 S. Lexington Ave.</p> <p>Comments may be made by the Burlington Community Development Program, P.O. Box 1189, Burlington, NC 27819.</p>	<p>90 Cemetery Lots/Unimproved</p> <p>APARTMENTS Americus/Meredith Park 1 Bedroom, single units Call 336-226-1111</p> <p>APARTMENTS Americus/Meredith Park 2 Beds in Pleasant location Call 336-226-1111</p>	<p>820 Apartments/Unimproved</p> <p>APARTMENTS Very large 4 bed 2 bath Call 336-226-1111</p> <p>APARTMENTS 2 Beds in Pleasant location Call 336-226-1111</p>	<p>820 Appliances</p> <p>APPLIANCES Washers, Dryers, Stoves Call 336-226-1111</p>
<p>110 Auctions</p> <p>SALE BEST RATES Burlington Community Development Program</p>	<p>650 House/Unimproved</p> <p>APARTMENTS 1, 2, 3 Bed Rooms & Baths Call 336-226-1111</p>	<p>650 House/Unimproved</p> <p>APARTMENTS 1, 2, 3 Bed Rooms & Baths Call 336-226-1111</p>	<p>900 Firewood</p> <p>FIREWOOD Call 336-226-1111</p>
<p>250 Help Wanted</p> <p>APPL. MAINTENANCE Call 336-226-1111</p>	<p>470 Acreage & Farms</p> <p>ACREAGE & FARMS Call 336-226-1111</p>	<p>680 Rooms/Roommates</p> <p>ROOMS/ROOMMATES Call 336-226-1111</p>	<p>915 Furniture</p> <p>FURNITURE Call 336-226-1111</p>
<p>FREE AD FOR 7 DAYS</p> <p>PRIVATE PARTY SPECIAL</p>	<p>510 Increase Investment Property</p> <p>ATTN: INVESTORS Call 336-226-1111</p>	<p>715 Warehouse for Rent</p> <p>WAREHOUSE FOR RENT Call 336-226-1111</p>	<p>920 Lawn Equipment</p> <p>LAWN EQUIPMENT Call 336-226-1111</p>
<p>YARD SALES</p> <p>DEADLINES</p>	<p>590 Houses for Sale</p> <p>HOUSES FOR SALE Call 336-226-1111</p>	<p>720 Warehouse for Rent</p> <p>WAREHOUSE FOR RENT Call 336-226-1111</p>	<p>930 Machinery & Tools</p> <p>MACHINERY & TOOLS Call 336-226-1111</p>
<p>620 Apartments/Unimproved</p> <p>APARTMENTS Call 336-226-1111</p>	<p>620 Apartments/Unimproved</p> <p>APARTMENTS Call 336-226-1111</p>	<p>760 Dog, Cat, Other Pets</p> <p>DOG, CAT, OTHER PETS Call 336-226-1111</p>	<p>940 Miscellaneous for Sale</p> <p>MISCELLANEOUS FOR SALE Call 336-226-1111</p>



**MINUTES OF THE CITY OF BURLINGTON
CITY COUNCIL MEETING
FEBRUARY 21, 2017**

The City Council of the City of Burlington held a regularly scheduled meeting in the Council Chamber, Municipal Building, 425 South Lexington Avenue, Burlington, N. C., 27216-1358, on February 21, 2017, at 7:00 p.m.

Mayor Ian Baltutis presided

Councilmembers Present: Mayor Ian Baltutis, Mayor Pro Tem Celo Faucette,
Councilmembers Robert Ward and Kathy Hykes

Councilmembers Absent: James Butler

City Manager: Hardin Watkins, Present

City Attorney: David Huffman, Present

City Clerk: Renee M. Ward, Present

CALL TO ORDER: Mayor Ian Baltutis

INVOCATION: Mayor Ian Baltutis

AWARD PRESENTATION: NC Housing Finance Agency – Executive Director, Scott Farmer presents Council with a plaque in recognition of the 25-year partnership with the North Carolina Housing Finance Agency, Construction Training Partnership and the NC Home Builders Association.



County Commissioner Eddie Boswell, Michael Handley, NCHFA Rehab Programs, Kep Paylor, NC Construction Partnership, Homebuilders Association, Scott Farmer, Executive Director of NCHFA, Mayor Ian Baltutis, Councilmember Kathy Hykes, Mayor Pro Tem Celo Faucette and Councilmember Robert Ward

CODE OF ETHICS–DISCLOSING CONFLICTS OF INTEREST: City Clerk, Renee Ward

There were no conflicts of interest reported.

APPROVAL OF MINUTES:

- February 6, 2017 – Work Session
- February 7, 2017 – City Council Meeting

Upon motion by Councilmember Ward, seconded by Mayor Pro Tem Faucette, it was resolved unanimously to approve the above listed minutes.

ADOPTION OF AGENDA

A motion was made by Councilmember Hykes to adopt the agenda.

Councilmember Ward asked that Item A, first bulleted item concerning parking on Lexington Avenue, be removed and considered at the April 4, 2017, City Council meeting.

Upon motion by Councilmember Hykes, amending her motion to adopt the agenda except for Item A, the first bullet item concerning parking on Lexington Avenue, and it was seconded by Mayor Pro Tem Faucette, and resolved unanimously to adopt the agenda.

CONSENT AGENDA:

- A. To adopt an ordinance approving the following Traffic Commission recommendations:
 - To convert five, 15-minute parking spaces and eighteen, 2-hour parking spaces on both sides of Lexington Avenue between Maple Avenue and Davis Street to 4-hour parking spaces.
(This item was removed to be considered at the April 4, 2017, City Council meeting.)
 - To reduce the speed limit on Maple Avenue between Avon Avenue and Anthony Street from 45 MPH to 35 MPH.
- B. To appoint Jimmy Stephens to the local Firefighters' Relief Fund Board at the Burlington Fire Department until he resigns or a new representative is appointed by City Council pursuant to North Carolina General Statute 58-84-30.
- C. To approve a carnival permit for Powers Great American Midways to operate April 13, 2017, through April 22, 2017, from 5:00 pm until 11:00 pm weekdays and from 1:00 pm until 11:00 pm on Saturday and Sunday. The carnival will be held in the Holly Hill Mall

parking lot located at the southwest corner of International Drive and Ann Elizabeth Drive. Contingent upon meeting insurance requirements.

D. Budget Amendment 2017-37 – Recreation – Conference Carolinas Spring Sports Festival

BA2017-37

Increase Revenues:

01006723 30340 Sports Festival Fees \$41,760

Increase Expenditures:

01072723 46022 Conference Carolinas Spring Sports Fest \$41,760

Upon motion by Mayor Pro Tem Faucette, seconded by Councilmember Hykes, it was resolved unanimously to approve the foregoing consent agenda.

PUBLIC HEARING:

ITEM 1: CITIZEN COMMENTS – ANNUAL ACTION PLAN – COMMUNITY DEVELOPMENT PROGRAM

Mayor Baltutis announced that a public hearing had been set for citizens to comment on Potential Area Housing and Neighborhood Improvement Activities to be addressed in Program Year 2017 of the Annual Action Plan of the Community Development Program.

Ms. Sonye Randolph, Community Development Administrator, stated that at the February 7, 2017, Council meeting, Council set a date of public hearing to receive citizen comments on area housing and community development for the CDBG and HOME programs 2017-18 action plan. She stated that staff planned to use the citizen comments received during the public hearing to develop the program year 2017 action plan.

Ms. Randolph stated that in the fall, staff sent out a request for proposals to local non-profits and received the following four funding request:

- Ralph Scott Life Services requesting \$52,000 for renovations to its facility.
- Burlington Development Corporation for \$36,000 in matching funds for their HOPE In STEPS Housing Programs.
- Alamance County Library, \$10,000 to continue funding the North Park Library.
- Alamance Community Services Agency, for the required 15% set-aside for Community Housing Development Organization CHODO using HOME funds to develop the Apple Tree Village.

Ms. Randolph stated that allocations have not been received by CDBG and HOME as of this date. She stated that last year the City received \$402,011 for CDBG and the HOME program, the City received \$134,646.00.

The public hearing was opened and the following citizens spoke:

Ms. Annette Orbert, Executive Director, Alamance County Community Services Agency, and introduced Nicole Blackwell, Program Manager and requested funding to complete four more lots in the Apple Tree Subdivision.

Ms. Robin Wintringham, Executive Director, Habitat for Humanity, thanked Council for its continued support for Habitat for Humanity. She stated that last year the Council allocated a portion of money for the Richmond Hill Development. She stated that Cone Health had committed to offer a primary care facility in that underserved neighborhood. She stated that a Head-Start program and a Burlington Police Department substation would also be located there.

Ms. M. J. Wilkerson, Director, Alamance County Public Libraries, thanked the Council for its continued support of funding the North Park Library. She stated that the circulation in January 2016, compared to January 2017, went from 419 to 733. The number of visitors had risen from 380 in January 2016, to 448.

Mr. Kep Paylor, North Carolina Construction Partnership, asked for continued support to contribute to affordable housing and to train the unemployed.

Ms. Randolph stated that the actual allocation had not been received from HUD but that staff had projected, based on last year's allocation, \$100,000 for the North Park development and two sidewalk and stormwater projects.

Ms. Dorene Cole, Director of Operations, Ralph Scott Life Services, thanked the Council for its continued support and asked for funds to renovate the interior the StarPoint Day facility.

Upon motion by Councilmember Ward, seconded by Mayor Pro Tem Faucette, it was resolved unanimously to close the public hearing.

NEW BUSINESS:

ITEM 2: DOWNTOWN WAYFINDING PLAN – BUDGET AMENDMENT 2017-38

Mayor Baltutis announced that the City Council would receive information on the Downtown Wayfinding Plan and consider approving Budget Amendment 2017-38 –Burlington Downtown Corporation Wayfinding Amendment to allow for the installation of wayfinding signs.

RETURN TO OPEN SESSION (8:25 PM)

Upon motion by Councilmember Ward, seconded by Mayor Pro Tem Faucette, it was resolved unanimously to return to open session.

ADJOURN:

Upon motion by Councilmember Ward, seconded by Councilmember Hykes, it was resolved unanimously to adjourn (8:26 PM).

Renee M. Ward

Renee M. Ward
City Clerk

February 21, 2017
City Council Meeting

NOTICE
Public Hearing /Public Comment Period
City of Burlington
Community Development Program
FY 2017 Annual Action Plan

Date: March 24, 2017

Each year, the City receives funds for two federal programs---the Community Development Block Grant (CDBG) Program and HOME Investment Partnerships (HOME) Program. Burlington also administers the HOME Program funds received by Alamance County. The City has prepared a draft of the 2017 Annual Action Plan (AAP) update to its 2015-2019 Consolidated Plan, proposing the use of these program funds during the program year, i.e., July 1, 2017-June 30, 2018.

Hard copies of the draft AAP will be available for public review and comment for 30 days, March 29-April 27, 2017 from 8:30 a.m. to 4:30 p.m., Monday through Friday, in the City Planning and Community Development Department, 425 South Lexington Avenue, Burlington, NC.

The Burlington City Council will conduct a public hearing to consider citizen comments on the proposed 2017 AAP as follows:

Tuesday, April 18, 2017
7:00 p.m.
City Council Chambers
Municipal Building
425 South Lexington Avenue
Burlington, NC

The City of Burlington and Alamance County are members of a consortium of local governments receiving federal HOME Program funds. Consortium members are the Cities of Greensboro and Burlington and Counties of Guilford and Alamance. Comments on the planned uses of HOME Program funds may be submitted to the City of Burlington or to the City of Greensboro, the Lead Entity of the Consortium.

Attached is a copy of the notice of the planned public hearing for the 2017 CDBG and HOME Annual Action Plans. Please post or circulate this notice to encourage citizens to attend the public hearing or to submit comments on the proposed Consolidated Plan.

Should you have any questions concerning this notice or would like to submit comments, please contact the City staff at (336) 222-5070. Comments may be mailed to the Burlington Planning and Community Development Department, P. O. Box 1358, Burlington, NC 27216-1358.



**NOTICE
PUBLIC HEARING
CITY OF BURLINGTON
COMMUNITY DEVELOPMENT PROGRAM**

The Burlington City Council will hold a public hearing for citizens to comment on the proposed 2017 Annual Action Plan (AAP) for the Community Development Program as follows:

DATE: Tuesday, April 18, 2017
TIME: 7:00 p.m.
PLACE: City Council Chamber
City of Burlington Municipal Building
425 South Lexington Avenue
Burlington, NC

This AAP describes the area needs for affordable and supportive housing and neighborhood revitalization. Copies of the draft AAP will be available for public review and comment for 30 days, March 29-April 27, 2017, from 8:30 a.m. to 4:30 p.m., Monday through Friday, in the City Planning and Community Development Department, 425 South Lexington Avenue, Burlington, NC.

Each year, the City of Burlington receives funds for two federal programs---the Community Development Block Grant (CDBG) Program and the HOME Investment Partnerships (HOME) Program. Burlington will also administer HOME Program funds received by Alamance County. The City has prepared the One-Year Action Plan proposing the use of these funds during the 2017 program year, i.e., July 1, 2017-June 30, 2018.



Note:

The City of Burlington will provide reasonable accommodations, auxiliary aids and services for any qualified disabled person interested in attending the meeting. To request the above, please call the Rachel Hawley, Public Information Officer at (336) 222-5076 no later than seven days prior to the date of the public hearing.

Publication Date: March 28, 2017

**CITY OF BURLINGTON
COMMENT PERIOD NOTICE
COMMUNITY DEVELOPMENT PROGRAM
2017 PROPOSED ONE-YEAR ACTION PLAN**

The City of Burlington annually receives funds for two federal programs, the Community Development Block Grant Program and the HOME Investment Partnerships (HOME) Program. Burlington also administers the HOME Program funds received by Alamance County. The City has prepared a DRAFT of the 2017 Annual Action Plan of its Community Development Program Consolidated Plan proposing the use of these program funds. Estimated federal, state and local funds for these programs and proposed activities and expenditures are as follows:

Community Development Block Grant (CDBG) Program

Estimated Revenue:

Estimated CDBG Funds	\$402,011
Revolving Loan Funds	<u>100,000</u>
Total	\$502,011

Proposed Expenditures:

Housing Rehabilitation (Loan Funds)	100,000
Construction Training Program	65,000
Ralph Scott Lifeservices Upgrades	52,000
Infrastructure Improvements - Sidewalks	85,011
North Park Development	100,000
Burlington Development Corporation	36,000
North Park Library	10,000
Relocation	2,000
Administration	<u>52,000</u>
Total	\$502,011

City of Burlington HOME Program

Estimated Revenue:

HOME Program Funds	\$173,244
Program Income	25,000
Construction Training Program (CTP) Funds	<u>65,000</u>
Total	\$263,244

Proposed Expenditures:

Owner-Occupied Housing Rehabilitation	\$159,646
CTP Housing Activities	65,000
CHDO Project Assistance	26,929
Administration	<u>11,669</u>
Total	\$263,244

Alamance County HOME Program

Projected Revenue:

HOME Program Funds	\$65,263
Program Income	15,000
Local Funds	<u>12,681</u>
Total	\$92,944

Proposed Expenditures:

Homeowner Housing Rehabilitation	\$78,403
CHDO Set-Aside	10,145
Administration	<u>4,396</u>
Total	\$92,944

The City of Burlington and Alamance County are members of a consortium of local governments receiving federal HOME Program funds. Consortium members are the Cities of Greensboro and Burlington, and Counties of Guilford and Alamance. Comments on planned uses of HOME funds may be submitted to the City of Burlington or to the City of Greensboro as Lead Entity of the Consortium.

Citizens and interested parties are encouraged to examine and submit written comments on the proposed 2017 Annual Action Plan. Copies of the Plan are available for public review for 30 days from March 29 to April 27, 2017 in the Burlington Planning and Community Development Department, 425 South Lexington Avenue, Burlington, North Carolina from 8:30 a.m. to 4:30 p.m., Monday through Friday.

Amy Nelson
Planning Director
City of Burlington

Publication Date: March 28, 2017



**CITY OF BURLINGTON
COMMENT PERIOD NOTICE
COMMUNITY DEVELOPMENT PROGRAM
2017 PROPOSED ONE-YEAR ACTION PLAN**

The City of Burlington annually receives funds for two federal programs, the Community Development Block Grant Program and the HOME Investment Partnerships (HOME) Program. Burlington also administers the HOME Program funds received by Alamance County. The City has prepared a DRAFT of the 2017 Annual Action Plan of its Community Development Program Consolidated Plan proposing the use of these program funds. Estimated federal, state and local funds for these programs and proposed activities and expenditures are as follows and are based upon the previous fiscal year amounts.

Community Development Block Grant (CDBG) Program

Estimated Revenue:	
Estimated CDBG Funds	\$402,011
Revolving Loan Funds	100,000
Total	\$502,011
Proposed Expenditures:	
Housing Rehabilitation (Loan Funds)	100,000
Construction Training Program	65,000
Ralph Scott Lifeservices Upgrades	52,000
Infrastructure Improvements - Sidewalks	85,011
North Park Development	100,000
Burlington Development Corporation	36,000
North Park Library	10,000
Relocation	2,000
Administration	52,000
Total	\$502,011

City of Burlington HOME Program

Estimated Revenue:	
HOME Program Funds	\$173,244
Program Income	25,000
Construction Training Program (CTP) Funds	65,000
Total	\$263,244
Proposed Expenditures:	
Owner-Occupied Housing Rehabilitation	\$159,646
CTP Housing Activities	65,000
CHDO Project Assistance	26,629
Administration	11,869
Total	\$263,244

Alamance County HOME Program

Projected Revenue:	
HOME Program Funds	\$65,263
Program Income	15,000
Local Funds	12,681
Total	\$92,944
Proposed Expenditures:	
Homeowner Housing Rehabilitation	\$78,403
CHDO Set-Aside	10,145
Administration	4,396
Total	\$92,944

The City of Burlington and Alamance County are members of a consortium of local governments receiving federal HOME Program funds. Consortium members are the Cities of Greensboro and Burlington, and Counties of Guilford and Alamance. Comments on planned uses of HOME funds may be submitted to the City of Burlington or to the City of Greensboro as Lead Entity of the Consortium.

Citizens and interested parties are encouraged to examine and submit written comments on the proposed 2017 Annual Action Plan. Copies of the Plan are available for public review for 30 days from March 29 to April 27, 2017 in the Burlington Planning and Community Development Department, 425 South Lexington Avenue, Burlington, North Carolina from 8:30 a.m. to 4:30 p.m., Monday through Friday.

Amy Nelson
Planning Director
City of Burlington

Publication Date: March 28, 2017



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**NOTICE
PUBLIC HEARING
CITY OF BURLINGTON
COMMUNITY DEVELOPMENT PROGRAM**

The Burlington City Council will hold a public hearing for citizens to comment on the proposed 2017 Annual Action Plan update to the Consolidated Plan for the Community Development Program, as follows:

DATE: Tuesday, April 18, 2017

TIME: 7:00 p.m.

PLACE: City Council Chamber
City of Burlington Municipal Building
425 South Lexington Avenue
Burlington, NC 27215

Each year, the City of Burlington receives funds for two federal programs--the Community Development Block Grant (CDBG) Program and the HOME Investment Partnerships (HOME) Program. Burlington will also administer HOME Program funds received by Alamance County. The City has prepared the Annual Action Plan (AAP) proposing the use of these funds during the program year, i.e., July 1, 2017- June 30, 2018. Copies of the draft AAP will be available for public review and comment for 30 days, from 8:30 a.m. to 4:30 p.m., March 29-April 27, 2017, Monday through Friday, in the City Planning and Community Development Department, 425 South Lexington Avenue, Burlington, NC.

The City of Burlington will provide reasonable accommodations, auxiliary aids and services for any qualified disabled person interested in attending the public hearing. To request the above, you may call Rachel Hawley at (336) 222-5076 (Voice) or (336) 229-3107 (TDD) seven (7) days before the date of the public hearing.



**COMMUNITY DEVELOPMENT PROGRAM
SUMMARY OF PROPOSED PROJECTS
2017 ANNUAL ACTION PLAN**

Community Development Block Grant (CDBG) Program

Project Name: Housing Rehabilitation Program
Proposed Expenditure: \$100,000 (Revolving Loan Funds)
Project Description: Receipts from the revolving loan fund will be used for loans for low and moderate-income households to rehabilitate their homes to provide safe, decent dwellings that meet the City's Minimum Housing Code. The City will undertake any required lead-based paint hazard reduction procedure and when necessary, temporarily relocate program participants.

Project Name: Ralph Scott Lifeservices
Proposed Expenditure: \$52,000
Project Description: The City plans to provide funds to assist Ralph Scott Lifeservices to renovate the bathrooms at its Day Services Facility, StarPoint. The bathroom renovations include removal of ceiling tiles, painting, and replacing fixtures, partitions, mirrors and lights. This project will allow for sustained use of the facility. The facility serves as a needed day program for individuals with developmental and other intellectual disabilities. The program currently serves 87 individuals. Approximately 76 of those individuals also are served in the residential programs operated by Ralph Scott Lifeservices and another 11 come from the community, where they reside with their families. No other program of this type is available to these citizens within the Alamance/Burlington area.

Project Name: Construction Training Program
Proposed Expenditure: \$65,000
Project Description: The City will invest \$65,000 of CDBG funds in the North Carolina Construction Training Partnership Program to provide job training in the construction industry and housing assistance for low-income area residents. The program is the continuation of a cooperative venture between the City, the North Carolina Housing Finance Agency (NCHFA) and the North Carolina Home Builders Association (NCHBA). NCHBA will recruit the trainees and conduct the job training and development activities. Class instruction includes hands-on rehabilitation training, RRP certification, green building skills, and building maintenance instruction. The training consists of a spring and fall class with approximately 16-20 participants. The class participates in hands-on rehabilitation activities through the City's housing rehabilitation program. The projects the class works on are reviewed for environmental standards through the scattered site housing rehabilitation process. NCHFA will provide funds of \$65,000 for hard construction costs for eligible affordable housing rehabilitation projects identified and undertaken by the City.

Project Name: Burlington Development Corporation
Proposed Expenditure: \$36,000

2016-17 CD Program Summary 1

Project Description: Burlington Development Corporation (BDC), a non-profit component of the Burlington Housing Authority operates two supportive housing programs for chronically homeless and homeless families. The HOPE program is a permanent housing program for chronically homeless individuals and STEPS is a rapid rehousing program for homeless families. As part of the Continuum of Care funds from HUD, these programs require a 20% match to continue to operate for the community. The City plans to provide the cash match for the BDC to continue to operate these programs for the upcoming fiscal year. A MOU will be signed prior to releasing funds to BDC.

Project Name: North Park Library
Proposed Expenditure: \$10,000
Project Description: Each year, the City sets aside funds to purchase books, materials and supplies for the branch library in the Mayco Bigelow Community Center at North Park. Continuation of this financial assistance permits the library to operate and maintain its level of service to the community. This year the increased amount will greatly benefit the library when materials budgets are being drastically cut.

Project Name: Relocation
Proposed Expenditure: \$2,000
Project Description: Depending on the extent of rehabilitation, homeowners may be required to relocate during the rehabilitation of their home. The City will provide temporary relocation assistance to persons who are qualified participants under the homeowner rehabilitation program. In all cases the City will try to reduce relocation expenses for homeowners by making arrangements for persons to stay with family members and friends during the rehabilitation of their home. The City will use CDBG funds to cover eligible relocation expense during the rehabilitation process.

Project Name: North Park Development
Proposed Expenditure: \$100,000
Project Description: Improvements to North Park will include upgrades to the community center (\$93,000) and upgrades to shelter bathrooms to make them handicap accessible (\$7,000).

Project Name: Infrastructure
Proposed Expenditure: \$85,011
Project Description: Sidewalk upgrades at a site to be determined.

Other Proposed CDBG Expenditures: Administration \$52,000

City of Burlington HOME Program

Project Name: Owner-Occupied Housing Rehabilitation
Proposed Expenditures:

HOME Program Funds	\$134,646
Program Income	25,000

Construction Training Program Funds	<u>65,000</u>
Total	\$224,646

Project Description: Project funds will provide deferred loans for the rehabilitation of owner-occupied housing units. As part of the housing rehabilitation process, the City will undertake any required lead-based paint hazard reduction procedures. When necessary, the City will also temporarily relocate families participating in the housing rehabilitation program.

Project Name: CHDO Project Assistance
Proposed Expenditure: HOME Program Funds \$26,929
Project Description: Pursuant to federal regulations, the City will reserve 15% of the HOME Program allocation for an approved Community Housing Development Organization (CHDO). Habitat for Humanity of Alamance County and Alamance County Community Services Agency will continue to develop affordable houses for low and moderate-income families on the City-owned Apple Street property.

Other Proposed City HOME Program Expenditure: Administration \$11,669

Alamance County HOME Program

Project Name: Homeowner Housing Rehabilitation
Proposed Expenditures: HOME Program Funds \$50,722
Program Income 17,536
Local Match Funds 10,145
Total \$ 78,403

Project Description: Project funds will be used for deferred loans to rehabilitate owner-occupied housing units located outside of the Burlington municipal limits. The housing rehabilitation process will include performing any required lead-based paint hazard reduction procedures on the units. When necessary, the program participants will be temporarily relocated.

Project Name: CHDO Set-Aside
Proposed Expenditure: HOME Program Funds \$10,145
Project Description: From Alamance County's HOME Program allocation, funds for the approved CHDO--Alamance County Community Services Agency--will be set-aside to assist with the development of affordable housing in the Apple Street subdivision.

Other Proposed County HOME Program Expenditure: Administration \$4,396

Note: HOME Program regulations require a 25% local match of all expenditures of HOME Program funds other than administrative funds. The required match for the CHDO project is included in the local funds designated for housing rehabilitation activities.

**NOTICE
PUBLIC HEARING
CITY OF BURLINGTON
COMMUNITY DEVELOPMENT PROGRAM**

The Burlington City Council will hold a public hearing for citizens to comment on the proposed 2017 Annual Action Plan (AAP) for the Community Development Program as follows:

DATE: Tuesday, April 18, 2017
TIME: 7:00 p.m.
PLACE: City Council Chamber
City of Burlington Municipal Building
425 South Lexington Avenue
Burlington, NC

This AAP describes the area needs for affordable and supportive housing and neighborhood revitalization. Copies of the draft AAP will be available for public review and comment for 30 days, March 29-April 27, 2017, from 8:30 a.m. to 4:30 p.m., Monday through Friday, in the City Planning and Community Development Department, 425 South Lexington Avenue, Burlington, NC.

Each year, the City of Burlington receives funds for two federal programs---the Community Development Block Grant (CDBG) Program and the HOME Investment Partnerships (HOME) Program. Burlington will also administer HOME Program funds received by Alamance County. The City has prepared the One-Year Action Plan proposing the use of these funds during the 2017 program year, i.e., July 1, 2017-June 30, 2018.



Note:

The City of Burlington will provide reasonable accommodations, auxiliary aids and services for any qualified disabled person interested in attending the meeting. To request the above, please call the Rachel Hawley, Public Information Officer at (336) 222-5076 no later than seven days prior to the date of the public hearing.

Publication Date: April 7, 2017



**MINUTES OF THE CITY OF BURLINGTON
CITY COUNCIL MEETING
APRIL 18, 2017**

The City Council of the City of Burlington held a regularly scheduled meeting in the Council Chamber, Municipal Building, 425 South Lexington Avenue, Burlington, N. C., 27216-1358, on April 18, 2017, at 7:00 p.m.

Mayor Ian Baltutis presided

Councilmembers Present: Mayor Ian Baltutis, Mayor Pro Tem Celo Faucette
Councilmembers Robert Ward, James Butler and Kathy Hykes

Councilmembers Absent: None

City Manager: Hardin Watkins, Present

City Attorney: David Huffman, Present

City Clerk: Renee M. Ward, Present

CALL TO ORDER: Mayor Ian Baltutis

INVOCATION: Councilmember Kathy Hykes

RECOGNITION: Alamance Regional Medical Center – Rated Nation’s Best 100 Hospitals
Janine Osborne, Director of Constituent Services for US Congressman Mark Walker, presented ARMC’s President Preston Hammock with a congratulatory letter.



PUBLIC HEARINGS:

ITEM 2: CITIZEN COMMENTS – ONE-YEAR ACTION PLAN – COMMUNITY DEVELOPMENT BLOCK GRANT AND HOME PROGRAMS

Mayor Baltutis announced that a public hearing had been set for citizens to comment on the proposed One-Year Action Plans for Community Development Block Grant (CDBG) and HOME programs.

Community Development Administrator Sonye Randolph, stated that a public hearing had been set to receive citizen comments for the draft 2017 – 2018 Annual Action Plan for CDBG and the annual action plan for the HOME funds that are received from a consortium led by the City of Greensboro. She stated that on March 29, 2017, a 30-day comment period was publicized and to date staff had not received any written or oral comments on the plan. She stated that the comment period would end on April 27, 2017. Ms. Randolph stated that HUD had not released CDBG and HOME fund allocations to municipalities and the proposed amounts are based on previous year's allocations. Ms. Randolph gave the following summary of proposed projects:

Project Name: Housing Rehabilitation Program
Proposed Expenditure: \$100,000 (Revolving Loan Funds)
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RRP certification, green building skills, and building maintenance instruction. The training consists of a spring and fall class with approximately 16-20 participants. The class participates in hands-on rehabilitation activities through the City's housing rehabilitation program. The projects the class works on are reviewed for environmental standards through the scattered site housing rehabilitation process. NCHFA will provide funds of \$65,000 for hard construction costs for eligible affordable housing rehabilitation projects identified and undertaken by the City.

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Project Name: Infrastructure
Proposed Expenditure: \$85,011
Project Description: Sidewalk upgrades at a site to be determined.

Other Proposed CDBG Expenditures: Administration \$52,000

City of Burlington HOME Program

Project Name: Owner-Occupied Housing Rehabilitation
Proposed Expenditures: HOME Program Funds \$134,646
Program Income 25,000
Construction Training Program F 65,000
Total \$224,646

Project Description: Project funds will provide deferred loans for the rehabilitation of owner-occupied housing units. As part of the housing rehabilitation process, the City will undertake any required lead-based paint hazard reduction procedures. When necessary, the City will also temporarily relocate families participating in the housing rehabilitation program.

Project Name: CHDO Project Assistance
Proposed Expenditure: HOME Program Funds \$26,929
Project Description: Pursuant to federal regulations, the City will reserve 15% of the HOME Program allocation for an approved Community Housing Development Organization (CHDO). Habitat for Humanity of Alamance County and Alamance County Community Services Agency will continue to develop affordable houses for low and moderate-income families on the City-owned Apple Street property.

Other Proposed City HOME Program Expenditure: Administration \$11,669

★ **Alamance County HOME Program**

Project Name: Homeowner Housing Rehabilitation
Proposed Expenditures: HOME Program Funds \$50,722
Program Income 17,536
Local Match Funds 10,145
Total \$ 78,403

Project Description: Project funds will be used for deferred loans to rehabilitate owner-occupied housing units located outside of the Burlington municipal limits. The housing rehabilitation process will include performing any required lead-based paint hazard reduction procedures on the units. When necessary, the program participants will be temporarily relocated.

Project Name: CHDO Set-Aside
Proposed Expenditure: HOME Program Funds \$10,145
Project Description: From Alamance County's HOME Program allocation, funds for the approved CHDO---Alamance County Community Services Agency---will be set-aside to assist with the development of affordable housing in the Apple Street subdivision.

Other Proposed County HOME Program Expenditure: Administration \$ 4,396

Note: HOME Program regulations require a 25% local match of all expenditures of HOME Program funds other than administrative funds. The required match for the CHDO project is included in the local funds designated for housing rehabilitation activities.

The citizen comment period was opened and the following spoke:

By letter: Burlington Development Corporation asked to continue funding for the Steps of Hope Program.

Ms. MJ Wilkerson, Director, Alamance County Public Libraries, thanked Council for the support of North Park Library through CDBG funds and asked to continue receiving those funds.

Ms. Nicole Blackwell, Program Manager, Alamance County Community Services Agency, asked for continued support for the development at the Apple Tree Village located in northern Burlington.

Mr. Kep Paylor, Construction Training Partnership, asked that Council continue funding for the NC Housing Financing Agency, which is a program that helps people with affordable housing and training in construction.

Ms. Jennifer Helton, President and CEO, Ralph Scott Life Services, asked for continued support for renovations and repairs in a recently-purchased building called Star Point. She stated that funds were needed to update the bathrooms.

Upon motion by Mayor Pro Tem Faucette, seconded by Councilmember Butler, it was resolved unanimously to close the public hearing.

ITEM 3: RESCHEDULE A DATE OF PUBLIC HEARING – MAY 2, 2017 – BRASSFIELD MEADOWS CONTIGUOUS VOLUNTARY ANNEXATION

Mayor Baltutis announced that City Council would consider adopting a Resolution rescheduling a date of public hearing for May 2, 2017, to meet the statutory advertising regulations to consider the Brassfield Meadows Contiguous Voluntary Annexation.

Senior Planner Daniel Shoffner stated that the request was to postpone the public hearing scheduled for this meeting so that the public hearing could be properly advertised in order to meet statutory requirements. He stated that the applicant had been notified and had no issues with rescheduling the public hearing to May 2, 2017.

Mayor Baltutis asked if anyone was in attendance that would like to comment on Item 3.

There were no comments.

Councilmember Hykes moved for the adoption of the following resolution:

In order to encourage all property owners within the City that qualify, the City has publicly advertised the opportunity, as well as a list of minimum criteria required for any property to be considered. This minimum criteria includes all of the following:

- The primary residential dwelling on the property must be prone to flooding.
- There must be a record of previous flood damage cause by stormwater.
- The primary residential dwelling must be located in close proximity to a well-defined drainage way or floodplain.
- The appraised pre-flood value of the property must be less than \$200,000.
- The owner must be willingly agreeable to the FEMA acquisition program, meaning that the property will be purchased for the appraised value, the structures will be demolished, and the property owner gives up all claims to the property.

All properties that meet all of the requirements will be added to the City's list of qualified properties on the Letter of Interest. The deadline for submitting potential properties is April 25.

PUBLIC COMMENT PERIOD

There were no public comments.

CITY COUNCIL COMMENTS

Mayor Baltutis:

- Belong in Burlington New Residence Program – Wednesday, April 26, 2017- 6:00 p.m. to 8:00 p.m.
- Little Alamance Creek cleanup – April 22nd – 9:00 a.m. to 12:00 p.m.
- Coffee with a Cop – April 21 – McDonalds – Huffman Mill Road – 8:00 a.m. – 9:30 a.m.
- Household Hazardous Waste collection – Police and Fire Training Center – April 22 – 8:00 a.m. – noon.

ADJOURN:

Upon motion by Councilmember Hykes, seconded by Councilmember Butler, it was resolved unanimously to adjourn. (9:03 PM)

Renee M. Ward

Renee M. Ward
City Clerk

April 18, 2017
City Council Meeting

**CITY OF BURLINGTON
COMMENT PERIOD NOTICE
COMMUNITY DEVELOPMENT PROGRAM
2017 PROPOSED ONE-YEAR ACTION PLAN REVISION**

The City of Burlington annually receives funds for two federal programs, the Community Development Block Grant Program and the HOME Investment Partnerships (HOME) Program. Burlington also administers the HOME Program funds received by Alamance County. The City has prepared a DRAFT of the 2017 Annual Action Plan of its Community Development Program Consolidated Plan proposing the use of these program funds. On June 15, 2017 HUD released the City of Burlington's allocation amount. Estimated federal, state and local funds for these programs and proposed activities and expenditures are as follows, based upon the CDBG allocation amount and the estimated HOME percentage:

Community Development Block Grant (CDBG) Program

Estimated Revenue:

Estimated CDBG Funds	\$399,942
Revolving Loan Funds	<u>190,000</u>
Total	\$589,942

Proposed Expenditures:

Housing Rehabilitation (Loan Funds)	100,000
Emergency Repair Program (Loan Funds)	90,000
Construction Training Program	65,000
Ralph Scott Lifeservices Upgrades	52,000
Infrastructure Improvements - Sidewalks	85,011
North Park Development	100,000
Burlington Development Corporation	36,000
North Park Library	7,931
Relocation	2,000
Administration	<u>52,000</u>
Total	\$589,942

City of Burlington HOME Program

Estimated Revenue:

HOME Program Funds	\$184,129
Program Income	25,000
Construction Training Program (CTP) Funds	<u>65,000</u>
Total	\$274,129

Proposed Expenditures:

Owner-Occupied Housing Rehabilitation	\$163,096
CTP Housing Activities	65,000
CHDO Project Assistance	27,620

Administration	18,413
Total	\$274,129

Alamance County HOME Program

Projected Revenue:

HOME Program Funds	\$69,364
Program Income	15,000
Local Funds	13,006
Total	\$97,370

Proposed Expenditures:

Homeowner Housing Rehabilitation	\$80,029
CHDO Set-Aside	10,405
Administration	6,936
Total	\$97,370

The City of Burlington and Alamance County are members of a consortium of local governments receiving federal HOME Program funds. Consortium members are the Cities of Greensboro and Burlington, and Counties of Guilford and Alamance. Comments on planned uses of HOME funds may be submitted to the City of Burlington or to the City of Greensboro as Lead Entity of the Consortium.

Citizens and interested parties are encouraged to examine and submit written comments on the proposed 2017 Annual Action Plan Revision by July 17, 2017. Copies of the Plan are available for public review in the Burlington Planning and Community Development Department, 425 South Lexington Avenue, Burlington, North Carolina from 8:30 a.m. to 4:30 p.m., Monday through Friday.

Amy Nelson
Planning Director
City of Burlington

Publication Date: July 1, 2017



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10 Legals

CREDITORS NOTICE

The undersigned William Edward Shurtleff, having qualified as Administrator of the Estate of Mary Louisa Shurtleff Boyd, late of Alamance County, a resident of Alamance County, North Carolina, hereby notices all persons, firms and corporations having claims against said estate to present them to the undersigned to be paid on the 18th day of September 2017 of this estate. All persons, firms and corporations indebted to said estate will please make arrangements to the undersigned.

Wm. Edward Shurtleff
Administrator of the Estate of Mary Louisa Shurtleff Boyd, late of Alamance County, North Carolina

100 Back Street, Box 50
Burlington, NC 27216

June 11, 2017
July 1, 2017

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Times-News Classifieds

10 Legals

Whom Inevad

Shirley Ann
Administratrix of the Estate of Mary Louisa Shurtleff Boyd, late of Alamance County, North Carolina

100 Back Street, Box 50
Burlington, NC 27216

June 11, 2017
July 1, 2017

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or 336.242.8538

250 Help Wanted

CDL Class A Truck Drivers Needed

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If you are interested in this position, please stop by to complete application.
Salem City Ship
333 Liberty Lane
Burlington, NC 27213
336.224.8612

250 Help Wanted

Grill Work
New Accepting Applications For Waitstaff / Cashiers Apply in person at any Grill House at County Grill locations

250 Help Wanted

Palmer and Hicpner
Veteran owned/operated
Diner's, Liquor plus
Phone: 336.440.8877

250 Help Wanted

Dead Care Staff
needed for Adult Group Home. 2nd shift. 12 hrs. on call time. 40 hrs. week.
Call 336-516-1234

250 Help Wanted

Adorable Gold Weimaraner
Female \$500 next best puppy \$600 with 1st \$800. Downward 1st of each \$100. Call 336.508.8103

250 Help Wanted

Certified Life Guard
Full or Part Time
Call next at Lifeguard. Queen. 336-346-4224 or 336-534-6299

250 Help Wanted

Dead Care Staff
needed for Adult Group Home. 2nd shift. 12 hrs. on call time. 40 hrs. week.
Call 336-516-1234

250 Help Wanted

Adorable Gold Weimaraner
Female \$500 next best puppy \$600 with 1st \$800. Downward 1st of each \$100. Call 336.508.8103

250 Help Wanted

Dead Care Staff
needed for Adult Group Home. 2nd shift. 12 hrs. on call time. 40 hrs. week.
Call 336-516-1234

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Female \$500 next best puppy \$600 with 1st \$800. Downward 1st of each \$100. Call 336.508.8103

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Call 336-516-1234

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CITY OF BURLINGTON COMMUNITY DEVELOPMENT PROGRAM

2017 PROPOSED ONE-YEAR BUDGET PLAN SUMMARY

The City of Burlington currently receives funds for the following programs: the Community Development Block Grant Program and the HOME Investment Partnerships (HOME) Program. Burlington also receives funding from the North Carolina Department of Transportation (NCDOT) for the DOT Annual Report Plan of Community Development Program. The following table lists the use of these programs for the year ending June 30, 2017. The City of Burlington's allocation amount is based on the total amount available for these programs and the City's share of the total amount available. The City's share of the total amount available is based on the City's share of the total amount available.

Program	Total
Community Development Block Grant Program	\$998,400
HOME Investment Partnerships (HOME) Program	\$1,000,000
Community Development Program	\$1,000,000
Total	\$2,998,400

Community Development Block Grant Program

Category	Amount
Administrative	\$100,000
Capital Construction	\$100,000
Community Development	\$100,000
Emergency Repair Program (EPRP)	\$100,000
Financial Planning	\$100,000
Health and Human Services	\$100,000
Infrastructure	\$100,000
Public Safety	\$100,000
Public Works	\$100,000
Recreation	\$100,000
Transportation	\$100,000
Utilities	\$100,000
Other	\$100,000
Total	\$1,000,000

HOME Investment Partnerships (HOME) Program

Category	Amount
Administrative	\$100,000
Capital Construction	\$100,000
Community Development	\$100,000
Emergency Repair Program (EPRP)	\$100,000
Financial Planning	\$100,000
Health and Human Services	\$100,000
Infrastructure	\$100,000
Public Safety	\$100,000
Public Works	\$100,000
Recreation	\$100,000
Transportation	\$100,000
Utilities	\$100,000
Other	\$100,000
Total	\$1,000,000

Community Development Program

Category	Amount
Administrative	\$100,000
Capital Construction	\$100,000
Community Development	\$100,000
Emergency Repair Program (EPRP)	\$100,000
Financial Planning	\$100,000
Health and Human Services	\$100,000
Infrastructure	\$100,000
Public Safety	\$100,000
Public Works	\$100,000
Recreation	\$100,000
Transportation	\$100,000
Utilities	\$100,000
Other	\$100,000
Total	\$1,000,000

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**CITY OF BURLINGTON
COMMENT PERIOD NOTICE
COMMUNITY DEVELOPMENT PROGRAM
2017 COUNCIL-APPROVED ONE-YEAR ACTION PLAN**

The City of Burlington annually receives funds for two federal programs, the Community Development Block Grant Program and the HOME Investment Partnerships (HOME) Program. Burlington also administers the HOME Program funds received by Alamance County. On July 18, 2017 the Burlington City Council approved the One-Year Action Plan. The One-Year Action Plan programs, activities, and expenditures are as follows, based upon the CDBG allocation amount and the HOME allocation amount:

Community Development Block Grant (CDBG) Program

Estimated Revenue:

Estimated CDBG Funds	\$399,942
Revolving Loan Funds	<u>190,000</u>
Total	\$589,942

Proposed Expenditures:

Housing Rehabilitation (Loan Funds)	100,000
Emergency Repair Program (Loan Funds)	90,000
Construction Training Program	65,000
Ralph Scott Lifeservices Upgrades	52,000
Infrastructure Improvements - Sidewalks	85,011
North Park Development	100,000
Burlington Development Corporation	36,000
North Park Library	7,931
Relocation	2,000
Administration	<u>52,000</u>
Total	\$589,942

City of Burlington HOME Program

Estimated Revenue:

HOME Program Funds	\$189,855
Program Income	25,000
Construction Training Program (CTP) Funds	<u>65,000</u>
Total	\$279,855

Proposed Expenditures:

Owner-Occupied Housing Rehabilitation	\$172,555
CTP Housing Activities	65,000
CHDO Project Assistance	29,512
Administration	<u>12,788</u>
Total	\$279,855

Alamance County HOME Program

Projected Revenue:

HOME Program Funds	\$99,796
Program Income	15,000
Local Funds	<u>19,391</u>
Total	\$134,187

Proposed Expenditures:

Homeowner Housing Rehabilitation	\$111,952
CHDO Set-Aside	15,513
Administration	<u>6,722</u>
Total	\$134,187

The City of Burlington and Alamance County are members of a consortium of local governments receiving federal HOME Program funds. Consortium members are the Cities of Greensboro and Burlington, and Counties of Guilford and Alamance. Comments on planned uses of HOME funds may be submitted to the City of Burlington or to the City of Greensboro as Lead Entity of the Consortium.

Citizens and interested parties are encouraged to examine and submit written comments on the proposed 2017 One-Year Action Plan by August 9, 2017. Copies of the Plan are available for public review in the Burlington Planning and Community Development Department, 425 South Lexington Avenue, Burlington, North Carolina from 8:30 a.m. to 4:30 p.m., Monday through Friday.

Amy Nelson
Planning Director
City of Burlington

Publication Date: July 26, 2017



Grantee SF-424's and Certification(s)

OMB Number: 4040-0004
Expiration Date: 10/31/2019

Application for Federal Assistance SF-424		
* 1. Type of Submission: <input type="checkbox"/> Preapplication <input checked="" type="checkbox"/> Application <input type="checkbox"/> Changed/Corrected Application	* 2. Type of Application: <input checked="" type="checkbox"/> New <input type="checkbox"/> Continuation <input type="checkbox"/> Revision	* If Revision, select appropriate letter(s): <input type="text"/> * Other (Specify): <input type="text"/>
* 3. Date Received: <input type="text"/>	4. Applicant Identifier: <input type="text"/>	
5a. Federal Entity Identifier: <input type="text"/>	5b. Federal Award Identifier: <input type="text"/>	
State Use Only:		
6. Date Received by State: <input type="text"/>	7. State Application Identifier: <input type="text"/>	
B. APPLICANT INFORMATION:		
* a. Legal Name: <input type="text" value="City of Burlington"/>		
* b. Employer/Taxpayer Identification Number (EIN/TIN): <input type="text" value="56-6001189"/>	* c. Organizational DUNS: <input type="text" value="0715651700000"/>	
d. Address:		
* Street1: <input type="text" value="423 S. Lexington Ave."/>	Street2: <input type="text"/>	
* City: <input type="text" value="Burlington"/>	County/Parish: <input type="text"/>	
* State: <input type="text" value="NC: North Carolina"/>	Province: <input type="text"/>	
* Country: <input type="text" value="USA: UNITED STATES"/>	* Zip / Postal Code: <input type="text" value="27215-9402"/>	
e. Organizational Unit:		
Department Name: <input type="text" value="Planning and Community Develop"/>	Division Name: <input type="text" value="Community Development"/>	
f. Name and contact information of person to be contacted on matters involving this application:		
Prefix: <input type="text"/>	* First Name: <input type="text" value="Amy"/>	
Middle Name: <input type="text"/>	* Last Name: <input type="text" value="Nelson"/>	
Suffix: <input type="text"/>	Title: <input type="text" value="Planning & Community Development Director"/>	
Organizational Affiliation: <input type="text"/>		
* Telephone Number: <input type="text" value="336 222-5133"/>	Fax Number: <input type="text" value="336 513-5410"/>	
* Email: <input type="text" value="anelson@burlingtonnc.gov"/>		

Application for Federal Assistance SF-424			
* 9. Type of Applicant 1: Select Applicant Type:			
<input type="text" value="City or Township Government"/>			
Type of Applicant 2: Select Applicant Type:			
<input type="text"/>			
Type of Applicant 3: Select Applicant Type:			
<input type="text"/>			
* Other (specify):			
<input type="text"/>			
* 10. Name of Federal Agency:			
<input type="text" value="U. S. Department of Housing and Urban Development"/>			
11. Catalog of Federal Domestic Assistance Number:			
<input type="text"/>			
CFDA Title:			
<input type="text"/>			
* 12. Funding Opportunity Number:			
<input type="text" value="NOTICE: CPD-16-18"/>			
* Title:			
<input type="text" value="Guidance on Submitting Consolidated Plans and Annual Action Plan for Fiscal Year (FY) 2017"/>			
13. Competition Identification Number:			
<input type="text"/>			
Title:			
<input type="text"/>			
14. Areas Affected by Project (Cities, Counties, States, etc.):			
<input type="text"/>	<input type="button" value="Add Attachment"/>	<input type="button" value="Delete Attachment"/>	<input type="button" value="View Attachment"/>
* 15. Descriptive Title of Applicant's Project:			
<input type="text" value="FY 2017 Annual Action Plan"/>			
Attach supporting documents as specified in agency instructions.			
<input type="button" value="Add Attachments"/>	<input type="button" value="Delete Attachments"/>	<input type="button" value="View Attachments"/>	

Application for Federal Assistance SF-424

16. Congressional Districts Of:

* a. Applicant: * b. Program/Project:

Attach an additional list of Program/Project Congressional Districts if needed.

17. Proposed Project:

* a. Start Date: * b. End Date:

18. Estimated Funding (\$):

* a. Federal	<input type="text" value="299,942.00"/>
* b. Applicant	<input type="text"/>
* c. State	<input type="text"/>
* d. Local	<input type="text"/>
* e. Other	<input type="text"/>
* f. Program Income	<input type="text" value="190,000.00"/>
* g. TOTAL	<input type="text" value="589,942.00"/>

* 19. Is Application Subject to Review By State Under Executive Order 12372 Process?

a. This application was made available to the State under the Executive Order 12372 Process for review on

b. Program is subject to E.O. 12372 but has not been selected by the State for review.

c. Program is not covered by E.O. 12372.

* 20. Is the Applicant Delinquent On Any Federal Debt? (If "Yes," provide explanation in attachment.)

Yes No

If "Yes", provide explanation and attach

21. "By signing this application, I certify (1) to the statements contained in the list of certifications" and (2) that the statements herein are true, complete and accurate to the best of my knowledge. I also provide the required assurances** and agree to comply with any resulting terms if I accept an award. I am aware that any false, fictitious, or fraudulent statements or claims may subject me to criminal, civil, or administrative penalties. (U.S. Code, Title 28, Section 1001)

" I AGREE

** The list of certifications and assurances, or an internet site where you may obtain this list, is contained in the announcement or agency specific instructions.

Authorized Representative:

Prefix: * First Name:

Middle Name:

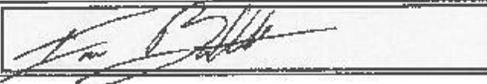
* Last Name:

Suffix:

* Title:

* Telephone Number: Fax Number:

* Email:

* Signature of Authorized Representative:  * Date Signed:

CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

Affirmatively Further Fair Housing --The jurisdiction will affirmatively further fair housing.

Uniform Relocation Act and Anti-displacement and Relocation Plan -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, (42 U.S.C. 4601-4655) and implementing regulations at 49 CFR Part 24. It has in effect and is following a residential anti-displacement and relocation assistance plan required under 24 CFR Part 42 in connection with any activity assisted with funding under the Community Development Block Grant or HOME programs.

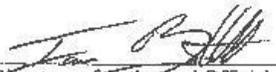
Anti-Lobbying --To the best of the jurisdiction's knowledge and belief:

1. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
2. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-F.T.T., "Disclosure Form to Report Lobbying," in accordance with its instructions; and
3. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

Authority of Jurisdiction --The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

Consistency with plan --The housing activities to be undertaken with Community Development Block Grant, HOME, Emergency Solutions Grant, and Housing Opportunities for Persons With AIDS funds are consistent with the strategic plan in the jurisdiction's consolidated plan.

Section 3 -- It will comply with section 3 of the Housing and Urban Development Act of 1968 (12 U.S.C. 1701u) and implementing regulations at 24 CFR Part 135.


Signature of Authorized Official

7/26/17
Date

Mayor, City of Burlington
Title

Specific Community Development Block Grant Certifications

The Entitlement Community certifies that:

Citizen Participation – It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

Community Development Plan – Its consolidated plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that have been developed in accordance with the primary objective of the CDBG program (i.e., the development of viable urban communities, by providing decent housing and expanding economic opportunities, primarily for persons of low and moderate income) and requirements of 24 CFR Parts 91 and 570.

Following a Plan -- It is following a current consolidated plan that has been approved by HUD.

Use of Funds -- It has complied with the following criteria:

1. Maximum Feasible Priority. With respect to activities expected to be assisted with CDBG funds, it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low- and moderate-income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include CDBG-assisted activities which the grantee certifies are designed to meet other community development needs having particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available (see Optional CDBG Certification).

2. Overall Benefit. The aggregate use of CDBG funds, including Section 108 guaranteed loans, during program year(s) 2017 [a period specified by the grantee of one, two, or three specific consecutive program years], shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period.

3. Special Assessments. It will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108 loan guaranteed funds, by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

In addition, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

Excessive Force – It has adopted and is enforcing:

1. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and
2. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction.

Compliance with Anti-discrimination laws -- The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 U.S.C. 2000d) and the Fair Housing Act (42 U.S.C. 3601-3619) and implementing regulations.

Lead-Based Paint -- Its activities concerning lead-based paint will comply with the requirements of 24 CFR Part 35, Subparts A, B, J, K and R.

Compliance with Laws -- It will comply with applicable laws.



Signature of Authorized Official

7/26/17

Date

Mayor, City of Burlington

Title

APPENDIX TO CERTIFICATIONS

INSTRUCTIONS CONCERNING LOBBYING CERTIFICATION:

Lobbying Certification

This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than \$10,000 and not more than \$100,000 for each such failure.