



Minutes of the Burlington City Council Meeting Virtual Meeting 9:00am – Thursday, May 6, 2021

The City Council of the City of Burlington continued the May 4, 2021, remote meeting to May 6, 2021, beginning at 9:00am for the sole purpose of allowing additional written comments to be submitted for a 24-hour period pursuant to N.C.G.S. 166A-19.24(e).

Due to the Coronavirus Pandemic, this meeting was convened remotely via Zoom Webinar platform.

Mayor Ian Baltutis presided.

Council Members Present:

Mayor Ian Baltutis
Mayor Pro Tem Kathy Hykes
Council Member Robert Ward
Council Member James Butler
Council Member Harold Owen

Staff Present:

City Manager Hardin Watkins
City Attorney David Huffman
Interim City Clerk Beverly Smith

Council Members Absent: None

CALL TO ORDER Mayor Ian Baltutis
The meeting was called to order at 9:01am.

CODE OF ETHICS DISCLOSING CONFLICTS OF INTEREST Interim City Clerk, Beverly Smith
There were no conflicts reported.

UNFINISHED BUSINESS – CONTINUED PUBLIC HEARING:
The following public hearing was continued from the May 4, 2021, City Council Meeting for the sole purpose of allowing additional written comments to be submitted for a 24-hour period beyond the close of that meeting, pursuant to N.C.G.S. §166A-19.24(e).

Item 1: 2021-2022 Annual Action Plan for the CDBG and HOME Programs:
Mayor Baltutis announced a public hearing had continued to consider the approval of a draft 2021-2022 Annual Action Plan for the Community Development Block Grant (CDBG) and HOME programs.

Mayor Baltutis called for written public comments.

Interim City Clerk Beverly Smith reported there were no additional written comments received.

Upon a motion by Council Member Ward, seconded by Council Member Owen, it was unanimously resolved to close the public hearing.

Upon a motion by Mayor Pro Tem Hykes, seconded by Council Member Butler, it was unanimously resolved to accept the 2021-2022 Annual Action Plan for Community Development Block Grant and HOME Programs and submit the following plan as presented to HUD for final approval.

**COMMUNITY DEVELOPMENT PROGRAM EXECUTIVE SUMMARY
2021-2022 ANNUAL ACTION PLAN**

**Community Development Block Grant (CDBG) Program
2021-2022 Allocation - \$570,243**

Administration

Draft Funding: \$115,000
Description: Costs of administering CDBG program.

Public Facilities & Infrastructure

Draft Funding: \$339,743
Project Description: The City will invest in its public facilities and infrastructure which includes the acquisition, construction, reconstruction, rehabilitation, or installation. This includes all improvements and facilities that are either publicly owned or that are traditionally provided by the government or owned by a nonprofit and operated so as to be open to the general public.

Public Services

Draft Funding: \$85,500
Description: The City will use funds to provide public services (Including labor, supplies, materials and other costs), provided that the service is either a new service, or a quantifiable increase in the level of service. Organizations must also serve Burlington residents and at least 51% of the clients must be LMI.

Emergency Repair Rehab

Draft Funding: \$30,000
Description: The City will invest funds into small and emergency rehab repairs for low-to-moderate income households for homeowners using emergency forgivable loans. Individuals must be LMI.

2021-2022 Burlington HOME Program Allocation

HOME Rehabilitation/Development/Down Payment Assistance

Draft Funding:	Program Funds	\$206,689
CHDO	39,495	
Administration	<u>17,115</u>	
	Total	\$263,299

2021-2022 Alamance County HOME Program Allocation

HOME Rehabilitation/Development/Down Payment Assistance

Draft Funding:	Program Funds	\$112,814
CHDO	21,557	
Administration	<u>9,342</u>	
	Total	\$143,713

HOME Program Funds will be allocated towards the following projects:

1. **Rehabilitation**: Project funds will used towards:
 - a. Forgivable loans for the rehabilitation of owner-occupied units

- b.** Traditional loans for rehabilitation of rental housing units
 - 2. Development:** Funds may also be used to provide gap financing for developers (non-profit grants and for-profits low interest loans); any projects in this category would be discussed with Council prior to allocation.
 - 3. CHDO Assistance:** The City may reserve 15% of the HOME Program allocation for an approved Community Housing Development Organization (CHDO). Funds would be used for all CHDO-approved purposes; any projects in this category would be discussed with Council prior to allocation.
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Note: HOME Program regulations require a 25% local match of all expenditures of HOME Program funds other than administrative funds.

CITY COUNCIL COMMENTS

There were no comments received.

ADJOURN

Upon a motion by Council Member Ward, the meeting was unanimously resolved to adjourn at 9:06am.

Beverly D. Smith

Beverly D. Smith, NCCMC
Interim City Clerk