

Submitted by: Chairman of the Assembly at
the Request of the Mayor
Prepared by: Department of Economic and
Community Development
For reading: May 18, 2004

CLERK'S OFFICE

APPROVED

Date: 6.22-04 Anchorage, Alaska
AR No. 2004- 139

A RESOLUTION APPROPRIATING ANNUAL ENTITLEMENT GRANTS FROM THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND ANTICIPATED PROGRAM INCOME IN THE AMOUNTS OF TWO MILLION, TWO HUNDRED EIGHTY-FIVE THOUSAND DOLLARS (\$2,285,000) OF 2004 ENTITLEMENT AND THIRTY THOUSAND DOLLARS (\$30,000) OF ANTICIPATED PROGRAM INCOME FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), ONE MILLION ONE HUNDRED NINETEEN THOUSAND ONE HUNDRED FIVE DOLLARS (\$1,119,105) OF 2004 ENTITLEMENT AND ONE HUNDRED THIRTY-FIVE THOUSAND DOLLARS (\$135,000) OF ANTICIPATED RECAPTURED FUNDS FOR THE HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME), AND EIGHTY-FIVE THOUSAND DOLLARS TWO HUNDRED THIRTY-ONE DOLLARS (\$85,231) OF ENTITLEMENT FOR THE EMERGENCY SHELTER GRANT (ESG), APPROPRIATING SAID FUNDS TO THE FEDERAL CATEGORICAL GRANTS FUND (241), AND AWARDING A GRANT OF UP TO \$40,000 IN CDBG FUNDS TO ANCHORAGE HISTORIC PROPERTIES, INC.

WHEREAS, the Municipality of Anchorage has submitted its annual application and 2004 Action Plan of the 2003-2007 Consolidated Housing and Community Development Plan to the U.S. Department of Housing and Urban Development, outlining the program of activities to be undertaken with Community Development Block Grant (CDBG), Home Investment Partnerships Program (HOME), and Emergency Shelter Grant (ESG) funds; and

WHEREAS, throughout the development of said application and 2004 Action Plan, the Municipality of Anchorage actively sought participation of residents and representatives of lower income Anchorage neighborhoods, including community councils; and

WHEREAS, public testimony on said application and 2004 Action Plan was heard before the Housing & Neighborhood Development Commission; and

WHEREAS, the Anchorage Municipal Assembly adopted the 2004 Action Plan in March 2, 2004,

THE ANCHORAGE ASSEMBLY RESOLVES:

Section 1. That the subject grants from the United States Department of Housing and Urban Development (HUD) for the PY2004 allocation of CDBG funds, in the amount of two million two hundred eighty five thousand dollars (\$2,285,000) of entitlement and thirty thousand dollars (\$30,000) of anticipated program income, the PY2004 allocation of HOME funds, in the amount of one million one hundred nineteen thousand one hundred five dollars (\$1,119,105) of entitlement and one hundred thirty-five thousand dollars (\$135,000) of anticipated HOME recaptured funds, and PY2004 allocation of ESG in the amount of eighty-five thousand two hundred thirty-one dollars (\$85,231), is hereby appropriated, with final approval received from HUD in April 2004, to the Federal Categorical Grant Fund (241) for use in activities under the CDBG, HOME and ESG programs.

Section 2. That the allocation of said grant funds will be based on the activities outlined in the attached Assembly Memorandum, and in the *2004 Action Plan* of the *2003-2007 Consolidated Housing and Community Development Plan*. Accounting information is outlined in the attached Assembly Memorandum, Attachment A.

Section 3. That a grant not to exceed \$40,000 of CDBG annual entitlement funds is awarded to Anchorage Historic Properties, Inc. for the Neighborhood Historic Surveys Program, as outlined in the attached Assembly Memorandum and the *2004 Action Plan*.

Section 4. That this resolution shall be effective immediately upon passage and approval by the Anchorage Assembly.

PASSED AND APPROVED by the Anchorage Assembly this 22nd day of June, 2004.

Deik 2
Chair

ATTEST:

[Signature]
Municipal Clerk

Department Appropriation:

Economic and Community Development

Community Development Block Grant Entitlement	\$2,285,000
Community Development Block Grant Anticipated Program Income	\$30,000
HOME Investment Partnership Grant Entitlement	\$1,119,105
HOME Anticipated Recaptured Funds	\$135,000

Department of Health and Human Services

Emergency Shelter Grant Entitlement	<u>\$85,231</u>
Total Department Appropriation	\$3,569,105



**MUNICIPALITY OF ANCHORAGE
ASSEMBLY MEMORANDUM**

No. AM 437 -2004

Meeting Date: May 18, 2004

From: Mayor Mark Begich

Subject: Appropriation of CDBG, HOME and ESG Program Year 2004 Entitlement Grants, and Award of Grant for the Neighborhood Historic Surveys Program to Anchorage Historic Properties, Inc., in accordance with the *Consolidated Housing and Community Development 2004 Action Plan*.

The Community Development Division, Office of Economic and Community Development, requests approval of the attached resolution to appropriate the U. S. Department of Housing and Urban Development (HUD) Community Development Block Grant (CDBG), HOME Investment Partnerships Program (HOME), and Emergency Shelter Grant (ESG) entitlement funds, in accordance with the *Consolidated Housing and Community Development 2004 Action Plan (2004 Action Plan)*. The *2004 Action Plan* is the annual update to the *2003-2007 Consolidated Housing and Community Development Plan* and constitutes the Municipality's application for Program Year 2004 (PY04) HUD entitlement CDBG, HOME and ESG funds. The *2004 Action Plan* was developed in accordance with HUD and Municipal regulations and adopted by the Municipal Assembly on March 2, 2004.

CDBG and HOME grants are managed by the Office of Economic and Community Development, Community Development Division. ESG is managed by the Department of Health and Human Services, Safe City Division.

Activities to be undertaken to address housing needs of the Municipality's lower-income residents with CDBG, HOME and ESG funds are addressed in the *2004 Action Plan*, including both 2004 funds, and previously appropriated reprogrammed funds. Activities to be undertaken with these funds are summarized below.

COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

CDBG Funds Available:

2004 CDBG Entitlement Funds	\$ 2,285,000
Projected PY 2004 Program Income	<u>30,000</u>
Subtotal: 2004 CDBG Funds	\$ 2,315,000
Reprogrammed Funds, Previously Appropriated	<u>907,190</u>
Total: 2004 and Reprogrammed CDBG Funds	\$ 3,222,190

CDBG Uses of Funds:

Capital Projects (\$873,125 in 2004 funds, \$609,219 in reprogrammed funds)

Projects to be determined, based on a Request for Proposal issued February 6, 2004.

1	2004 CDBG Funds	\$873,125
2	Reprogrammed CDBG Funds	<u>\$609,219</u>
3	Total	\$1,482,344

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5 Public Service (\$203,875 in 2004 funds)

6 Projects to be determined, based on a Request for Proposal issued January 29, 2004.

8	2004 CDBG Funds	\$ 203,875
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10 Housing Programs (\$775,000 in 2004 funds, \$200,000 in reprogrammed funds)

11 1. Affordable Homeownership Program - Citywide

12 Acquire sites to be used by Habitat for Humanity to build family housing units.

14	2004 CDBG Funds	\$100,000
15	Reprogrammed Funds	<u>\$200,000</u>
16	Total	\$300,000

17

18 2. Minor Rehabilitation Program

19 Provides funding assistance for increased accessibility, weatherization and repair for items
20 presenting a threat to health and safety within an owner-occupied home.

22	2004 CDBG Funds - Anchorage Neighborhood Housing Services	\$394,794
23	2004 CDBG Funds - Municipality of Anchorage Weatherization Program	<u>\$240,206</u>
24	Total	\$635,000

25

26 3. Neighborhood Historic Surveys – Mountain View and Fairview

27 Program will begin the process to develop comprehensive historic surveys of Anchorage's
28 building stock beginning with the neighborhoods of Mountain View, Fairview, Government Hill
29 and Spenard, in that order, as funds are available. Additional neighborhoods may be added as
30 funding allows. Award of this grant of \$40,000 to Anchorage Historic Properties Inc., a non-
31 profit organization, will provide the Community Development Division with those services
32 necessary to administer the initial phase of the Neighborhood Historic Surveys Program.

33

34 The Period of Performance under this contract is from contract execution (signature) through
35 December 31, 2004 with two one-year option periods to be exercised through mutual consent of
36 the parties. Additional funding in the Not to Exceed (NTE) amount of \$40,000 may be made
37 available for each of the option years, subject to program continuation through receipt and
38 appropriation of grant funding.

39

40 Based upon the above information it is recommended that the award be approved as follows:

42	2004 CDBG Funds – Anchorage Historic Properties, Inc.	NTE \$40,000
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43

44 4. Housing Services Project Delivery Costs

45 Prior year CDBG funding for energy auditing, preparation of work specifications, loan
46 processing, inspections and other services related to assisting owners, contractors participating or
47 seeking to participate in the HOME program.

48

Reprogrammed Funds \$ 97,971

Administration, Planning and Grant Management (\$463,000 in 2004 funds)

Up to 20 percent of all new CDBG funds, including program income, may be used to provide grant management, planning and technical assistance to carry out CDBG, HOME and selected other activities, as allowed by HUD regulation. \$463,000

HOME INVESTMENT PARTNERSHIPS PROGRAM (HOME)

HOME Funds Available:

2004 HOME Entitlement Funds	\$	1,119,105
Projected Recaptured Funds	\$	<u>135,000</u>
Total: 2004 HOME Funds	\$	1,254,105

HOME Uses of Funds:

Anchorage Community Home Ownership Resource (Anchor Program) \$421,940

The AnCHOR program provides partially forgivable loans of up to \$30,000 to assist low- and moderate-income homebuyers with closing costs and down payment assistance. The *2004 Action Plan* also allows for up to \$55,523 in AnCHOR Project Delivery Costs payable from the CDBG Program.

Homeowner Rehabilitation Program \$0.00

The Homeowner Rehabilitation Program will continue to provide low interest loans to families with household incomes at or below 80 percent of the area median. The maximum loan amount is \$35,000, except under exceptional circumstances. Because the program began late in 2003, no additional HOME funds will be required for this program in 2004; however, the *2004 Action Plan* allows for up to \$42,448 in Project Delivery Costs payable from the CDBG Program.

Housing Development \$613,033

The Municipality of Anchorage will partner with Alaska Housing Finance Corporation to fund rental or homeownership housing development through the Greater Opportunities for Affordable Living (GOAL) program. This program includes \$116,599 in Community Development Housing Organization set-aside funds.

Community Housing Development Organization (CHDO) Demonstration Project \$51,267

Anchorage Housing Initiatives (AHI)

This project produces accessible housing for purchase by low- and moderate-income households with at least one member who has a disability.

CHDO Operating Expense Assistance \$55,955

Up to 5 percent of the annual HOME allocation may be provided to CHDO organizations for operating expense assistance. The Municipality of Anchorage will launch a CHDO operating expense assistance program for small CHDOs in 2004.

Administration, Planning, Technical Assistance and Grant Management \$111,910

Up to 10 percent of the annual HOME allocation of HOME funds (not including recaptured funds) may be used to provide planning, technical assistance, and grant management to carry out HOME, to

develop the Consolidated Plan, Action Plans and other selected activities, as allowed by HUD regulation.

EMERGENCY SHELTER GRANT (ESG)

2004 ESG Entitlement Funds \$ 85,231

Homeless Prevention

SAFE City Program to provide individuals and families
defraying rent and past due utility charges. \$25,569

Essential Services

SAFE City Program provides assistance to help homeless
individuals, and provides secure, permanent housing for families. \$25,569

Maintenance and Operations

Purchase security surveillance system and other equipment
for the Municipal Public Inebriate Transfer Station. \$29,831

Administration \$4,262

The budget detail presented in Attachment A is for Assembly information (PY04 funds appropriation).

THE ADMINISTRATION RECOMMENDS APPROVAL OF THE ATTACHED RESOLUTION APPROPRIATING PROGRAM YEAR 2004 ENTITLEMENT GRANTS FOR COMMUNITY DEVELOPMENT BLOCK GRANT, HOME INVESTMENT PARTNERSHIPS PROGRAM, AND THE EMERGENCY SHELTER GRANT AND AWARDING A GRANT NOT TO EXCEED \$40,000 IN COMMUNITY DEVELOPMENT BLOCK GRANT FUNDS FOR THE NEIGHBORHOOD HISTORIC SURVEYS PROGRAM TO ANCHORAGE HISTORIC PROPERTIES, INC.

Prepared By: Carma E. Reed, Division Manager, Community Development Division

Concur: Mary Jane Michael, Executive Director, Office of Economic and Community Development

Fund Certification: Jeffrey E. Sinz, Chief Financial Officer

PY04 CDBG, HOME AND ESG GRANTS

241-15234G-9331 BP2004	\$ 2,044,794
241-23234G-9331 BP004	\$ 240,206
241-15234G-9613 BP2004	\$ 30,000 (Anticipated Program Income)
241-15244G-9331 BP2004	\$1,119,105
241-15244G-9613 BP2004	\$ 135,000 (Anticipated Recaptured Funds)
241- 23344G -9331 BP2004	\$ 85,231

PY04 REPROGRAMMED FUNDS

241-1508G- 3815 BP2004	\$738,228
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1	241-1568G- 3815 BP2004	\$108,085
2	241 -15232G-3815 BP2004	\$60,877
3		
4	Subject to Signed Grant Agreements	
5	Federal Grants - HUD - All PY2004	
6		
7	Concur: Denis C. LeBlanc, Municipal Manager	
8		
9	Respectfully Submitted: Mark Begich, Mayor	

Attachment A
PY04 FUNDS APPROPRIATION

The Administration recommends appropriation of the PY2004 Community Development Block Grant Program (CDBG), and the HOME Investment Partnership Program (HOME) to the Economic and Community Development Department, and the Emergency Shelter Grant (ESG) to the Department of Health and Human Services.

COMMUNITY DEVELOPMENT BLOCK GRANT

PY04 CDBG GRANT

<u>REVENUE</u>	<u>ACCOUNT NAME</u>	<u>PY04 AMOUNT</u>
241-15234G-9331	Other Federal Grant Revenue	\$ 2,044,794
241-15234G-9613	Loan Recovery	<u>30,000</u>
	TOTAL	\$ 2,074,794

PY04 CDBG GRANT MANAGEMENT & TECHNICAL ASSISTANCE

<u>EXPENDITURES</u>	<u>ACCOUNT NAME</u>	<u>PY04 AMOUNT</u>
241-15234G-1101	Salaries	\$ 156,845
241-15234G-1201	Overtime	1,634
241-15234G-1301	Leave/Holiday	37,467
241-15234G-1401	Benefits	121,000
241-15234G-1501	Premiums and Allowances	919
241-15234G-2101	Office Supplies	5,150
241-15234G-3101	Professional Services	5,000
241-15234G-3201	Communications	500
241-15234G-3203	Freight, Messenger, Express	500
241-15234G-3701	Rentals	900
241-15234G-3802	Advertising	1,840
241-15234G-3803	Printing and Binding	500
241-15234G-3815	Contributions to Outside Organizations	1,611,794
241-15234G-6001	Work Authorizations	48,000
241-15234G-6022	Clerk	260
241-15234G-6073	Civil Law	500
241-15234G-6085	Reprographics	3,400
241-15234G-6091	OMB	2,060
241-15234G-6095	Purchasing	10,090
241-15234G-6103	Finance	25,440
241-15234G-6104	Payroll	620
241-15234G-6105	Financial Processing A/P	24,130
241-15234G-6109	Cash Receipts	156
241-15234G-6110	FIS	9,430
241-15234G-6145	General Liability	1,574
241-15234G-6147	Worker's Comp	3,468
241-15234G-6180	Management Services	129
241-15234G-6182	Classification	220
241-15234G-6184	Employee Records	290
241-15234G-6185	Employee Benefits	425
241-15234G-6194	Classification/Employment	327
241-15234G-6196	Resource Development	71
241-15234G-6197	Affirmative Action	155
	TOTAL	\$2,074,794

PY04 CDBG GRANT MANAGEMENT REHABILITATION		
<u>REVENUE</u>	<u>ACCOUNT NAME</u>	<u>PY04 AMOUNT</u>
241-23234G-9331	Other Federal Grant Revenue	\$240,206

PY04 CDBG GRANT MANAGEMENT REHABILITATION		
<u>EXPENDITURES</u>	<u>ACCOUNT NAME</u>	<u>PY04 AMOUNT</u>
241-23234G-3815	Contributions to Outside Organizations	\$ 240,206

HOME INVESTMENT PARTNERSHIP PROGRAM (HOME)

PY04 HOME GRANT MANAGEMENT AND TECHNICAL ASSISTANCE

<u>REVENUE</u>	<u>ACCOUNT NAME</u>	<u>PY04 AMOUNT</u>
241-15244G-9331	Other Federal Grant Revenues	\$1,119,105
241-15244G-9613	Loan Recovery	135,000
TOTAL		\$1,254,105

PY04 HOME GRANT MANAGEMENT AND TECHNICAL ASSISTANCE

<u>EXPENDITURES</u>	<u>ACCOUNT NAME</u>	<u>PY04 AMOUNT</u>
241-15244G-1101	Salaries	\$ 60,000
241-15244G-1201	Overtime	400
241-15244G-1301	Leave/Holiday	4,092
241-15244G-1401	Benefits	8,469
241-15244G-1501	Premiums and Allowances	108
241-15244G-2101	Office Supplies	2,000
241-15244G-3101	Professional Services	500
241-15244G-3201	Communications	1,500
241-15234G-3802	Advertising	910
241-15244G-3203	Freight, Messenger, Express	150
241-15244G-3803	Printing and Binding	80
241-15244G-3815	Contributions to Outside Organizations	1,142,195
241-15244G-6022	Clerk	120
241-15244G-6073	Civil Law	410
241-15244G-6085	Reprographics	1,300
241-15244G-6091	OMB	1,010
241-15244G-6095	Purchasing	4,940
241-15244G-6103	Finance	8,915
241-15244G-6104	Payroll	180
241-15244G-6105	Financial Processing A/P	660
241-15244G-6109	Cash Receipts	77
241-15244G-6110	FIS	9,430
241-15244G-6145	General Liability	1,574
241-15244G-6147	Worker's Comp	3,468
241-15244G-6180	Management Services	129
241-15244G-6182	Classification	220
241-15244G-6184	Employee Records	290
241-15244G-6185	Employee Benefits	425
241-15244G-6194	Classification/Employment	327
241-15244G-6196	Resource Development	71
241-15244G-6196	Affirmative Action	155
TOTAL		\$1,254,105

EMERGENCY SHELTER GRANT (ESG)

<u>REVENUE</u>	<u>ACCOUNT NAME</u>	<u>PY04 AMOUNT</u>
241-23344G-9331	ESG Grant	\$85,231

<u>EXPENDITURES</u>	<u>ACCOUNT NAME</u>	<u>PY04 AMOUNT</u>
241-23344G-3101	Professional Services	29,831
241-23344G-3311	Bus Pass	10,138
241-23444G-3501	Public Utility Services	6,000
241-23344G-3701	Rentals	35,000
241-23344G-6022	Clerk	10
241-23344G-6091	OMB	130
241-23344G-6095	Purchasing	460
241-23344G-6103	Central Accounting	2,082
241-23344G-6105	Accounts Payable	830
241-23344G-6109	Cash Receipts	10
241-23344G-6110	FIS	740
	TOTAL	<u>\$ 85,231</u>

Content Information**Content ID :** 001814**Type:** AR_FundsApprop - Funds Approp Resolution

A resolution appropriating annual entitlement grants from the U.S.

Title: Department of Housing and Urban Development and anticipated program income in the amounts of two million, two hundred eighty-five thousand dollars (\$2,285,000) of 2004 entitlement and thir**Author:** reedce**Initiating Dept:** DCD**Review Depts:** HHS, ECD**Description:** Appropriation of HOME, ESG, and CDBG funds for PY 2004. Pls introduce May 18, action June 8.**Keywords:** CDBG ESG HOME HUD**Date Prepared:** 5/11/04 10:17 AM**Director Name:** Mary Jane Michael**Assembly****Meeting Date** 05/18/04**MM/DD/YY:****Public Hearing****Date MM/DD/YY:** 06/08/04

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Workflow History

<u>Workflow Name</u>	<u>Action Date</u>	<u>Action</u>	<u>User</u>	<u>Security Group</u>	<u>Content ID</u>
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DCD_SubWorkflow	5/13/04 3:14 PM	Approve	reedce	Public	001814
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ECD_SubWorkflow	5/14/04 10:12 AM	Approve	barkleyva	Public	001814
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HHS_SubWorkflow	5/14/04 6:00 PM	Approve	wooleybk	Public	001814
ECD_SubWorkflow	5/17/04 7:35 AM	Approve	barkleyva	Public	001814
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HHS_SubWorkflow	5/17/04 10:38 AM	Approve	wooleybk	Public	001814
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