

RESOLUTION 13-07

Passed: February 11, 2013

**APPROVING THE COMMUNITY DEVELOPMENT  
BLOCK GRANT ANNUAL ACTION PLAN FOR  
PROGRAM YEAR 20.**

**WHEREAS**, the Annual Action Plan for Program Year 20 (April 1, 2013 through March 31, 2014) was forwarded to the City Council and made available to the public for review on January 28, 2013; and

**WHEREAS**, a public hearing was held at a regular meeting of City Council on December 21, 2012; now,

**THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL** of the City of DeKalb, Illinois as follows:

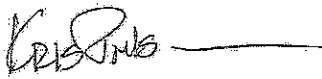
**Section 1.** That the Community Development Block Grant Annual Action Plan for Program Year 20 (April 1, 2013 through March 31, 2014) is hereby approved by the City Council of the City of DeKalb, Illinois.

**Section 2.** That the City Clerk of the City of DeKalb be authorized and directed to attest the Mayor's signature.

**PASSED BY THE CITY COUNCIL** of the City of DeKalb, Illinois, at a regular meeting thereof held on the 11<sup>th</sup> day of February, 2013 and approved by me as Mayor on the same day. Passed on the Consent Agenda by roll call vote 6-0-2. Aye: Jacobson, Lash, Gallagher, Naylor, Baker, Povlsen. Absent: Teresinski and O'Leary.

**ATTEST:**

  
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DIANE K. WRIGHT, City Clerk

  
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KRIS POVLSSEN, Mayor





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**CITY OF DEKALB, ILLINOIS**  
**COMMUNITY DEVELOPMENT BLOCK GRANT**  
***ANNUAL ACTION PLAN: 2013, PROGRAM YEAR 20***  
***CONSOLIDATED PLAN: 2010-2014***  
***YEAR 4***

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**PREPARED BY**  
City of DeKalb – Planning & Economic Development Division

**PRINCIPAL AUTHOR**  
Jamie Smirz –Community Services Planner

Mark Biernacki – City Manager  
Thomas Moore – Public Works Director

# CITY OF DEKALB MAYOR, CITY COUNCIL



City of DeKalb City Council

Kris Povlsen – Mayor  
David Jacobson – Ward 1  
Tom Teresinski – Ward 2  
Kristen Lash – Ward 3  
Brendon Gallagher – Ward 4  
Ron Naylor – Ward 5  
Dave Baker – Ward 6  
Monica O’Leary – Ward 7



## EXECUTIVE SUMMARY

## **EXECUTIVE SUMMARY**

This Annual Action Plan outlines the activities which will be undertaken during the program year beginning April 1, 2013 and ending March 31, 2014 using Federal funds granted to the City of DeKalb by the U. S. Department of Housing and Urban Development (HUD) under the Community Development Block Grant (CDBG) program. Programs and activities described in this plan are intended to primarily benefit low-income and moderate-income residents of the City.

The Consolidated Plan: 2010–2014 for the City of DeKalb was adopted by the City Council on January 25, 2010. The Consolidated Plan provides the framework necessary to coordinate priorities for the use of CDBG funds and other funds for housing and other community development activities. Not all objectives identified in the Consolidated Plan will be addressed during a particular year. Also, not all projects necessary to reach goals identified as Consolidated Plan objectives will be undertaken by the City of DeKalb using CDBG funds. These objectives are community-wide (and in some cases county-wide) and will require coordination of partnerships with citizens, other governmental agencies, social service providers, financial institutions and other private entities.

## **PERFORMANCE AND OUTCOME MEASUREMENT**

The City of DeKalb Consolidated Plan: 2010-2014 was drafted based on a citizen input process that encouraged all residents and service providers to participate. A total of 15 objectives were identified in four priority areas. Each objective included 5-year and 1-year annual goals that are designed to meet the overall need. Based on the HUD Performance Measurement process, the City further assigned HUD Objectives and Outcomes for each of the activities to be funded through the CDBG grant. The City also encourages all subgrantees to incorporate performance-based standards in their programs.

The HUD Objectives are Decent Housing, Suitable Living Environment, and Creating Economic Opportunities. HUD Outcomes are Availability/Accessibility, Affordability, and Sustainability. The performance and outcome measurement system will be used to provide a basis for both a quantitative and qualitative review of the City's progress in addressing community development needs. The review will include an annual audit of the individual programs to determine how well they have met the objectives included in the Annual Action Plan. Additional review will compare the cumulated benefits of the programs as they relate to the five-year goals that are defined in the Consolidated Plan. The criteria will also be used in monitoring the performance of subgrantees and their individual programs.

The City has identified the following priorities to be addressed during the program year and the specific objective and outcomes for those priorities:

**Table 1: Annual Objectives to Meet Priority Needs**

| Priority Needs                        | Goal  | Local Objective # and Activity  | Output   | Outcome   |
|---------------------------------------|---|---|--|---|
| <b>Housing Needs</b>                  | Create decent housing by effectively utilizing the existing housing stock                             | #1 - Housing rehabilitation   | 15 Units   | Improve the supply of affordable housing that is decant, safe and sanitary (DH-3)   |
|                                       | Improve Access to decent housing for persons with disabilities  | #10 - Housing Rehabilitation  | 5 Units  | Increase the number of housing units available for persons with disabilities (DH-1)   |
|                                       | Increase Permanent Housing choices  | #5 – FTHB Assistance  | 4 Units  | Provide affordable and decent housing (DH-1)  |
| <b>Homeless Persons</b>               | Create decent housing for homeless individuals and families   | #6 - Emergency Shelter, Transitional Housing, Permanent Housing, Supportive Services    | Assist 200 Homeless Individuals, 1500 Homeless Families, and 250 Victims of Domestic Violence and their Families | <ul style="list-style-type: none"> <li>- Decrease the number of chronically homeless individuals, homeless individuals with a disability, and homeless adults and children</li> <li>- Decrease the number of homeless adults and children who are in emergency shelter</li> <li>- Decrease the number of chronically homeless and homeless individuals with disabilities who are in emergency shelter (DH-1)</li> </ul> |
|                                       | Create decent housing for homeless individuals families   | #8 - Coordination of long-term housing assistance for homeless individuals and families | 20 Emergency Shelter Beds, 2 Emergency Housing Units, 4 Transitional Housing Units, Aftercare                    | Decrease the number of homeless families, individuals who are unsheltered (DH-1)  |
| <b>Special Needs Populations</b>      | Create a suitable living environment for persons with special needs, low- and very low-income persons | #9 - Provide funding to agencies that provide supportive services                       | 2,750 Persons  | Increase the number of persons with special needs, low- and very low-income person who receive supportive services necessary to live independently (DH-3)   |
| <b>Community Economic Development</b> | Create a suitable living environment in low/moderate -- income neighborhoods                          | #12 - Neighborhood revitalization – sidewalk improvements                               | 1 Unit   | Increase sustainability in neighborhoods through improved housing and infrastructure (SL-3)   |
|                                       |   | #12 – Neighborhood revitalization – lighting improvements                               | 1 Special Project Area   | Continue revitalization of neighborhoods through lighting improvements (SL-3)   |

*\*A complete list of local objectives and priority areas identified in the Consolidated Plan are provided in the text of the Action Plan.*

## **EVALUATION OF PAST PERFORMANCE**

The goals and objectives for the previous year are based on priority needs identified in the Five Year Consolidated Plan. The Five-Year Plan recognized four strategic areas that correspond to the HUD priority needs categories. More than a dozen projects were funded and the collective impact of these activities resulted in substantial improvements to the lives and neighborhoods of low/moderate-income residents of DeKalb.

During the previous year, expenditures were made for the following programs:

- Down payment assistance for first time homebuyers
- Housing rehabilitation for low-income individuals and families
- Public services funding to ten agencies that provide a variety of programs to assist families and individuals of all ages
- Acquisition of flood prone properties to address neighborhood redevelopment
- Long-range planning to address homelessness

During the program year, measurable progress was made on 12 of the 15 objectives that are included in the Consolidated Plan: 2010-2014. The City is on target to meet the goals identified in the 5-year plan. A full evaluation of the performance standards, based on the City's Performance Measurement System, will be completed as a part of the Comprehensive Annual Performance Evaluation Report (CAPER) for program year 19. Subsequent CAPER evaluation will be based on the Consolidated Plan for 2010-2014.

## **CITIZEN PARTICIPATION AND THE CONSULTATION PROCESS**

The City of DeKalb seeks broad based participation in the planning process for the annual Action Plan. This citizen input is necessary to shape programs that will provide the greatest benefit to the largest number of individuals. Prior to submittal to HUD, a 30-day public review period of the Action Plan is provided. In addition, and as a result of previous citizen requests, the City provides additional time from the date of the Public Hearing until final submittal of the document to HUD. This extended time allows Council an opportunity to review all public comments, complete formal responses, and make Plan revisions if necessary.

During completion of the Action Plan, the City provided the following opportunities for public participation:

- Presentations at public meetings:
- Public Notice of availability of the Action Plan at various public locations
- Public Hearing
- Comment period and opportunity to make both written and verbal comments

The Citizen Participation Plan for this program year, including comments received during the 30-day public review, is incorporated as a separate section of the Action Plan.

## PROGRAM ALLOCATION PROCESS

The City of DeKalb works with individuals, citizens' committees, neighborhood groups, social service providers, providers of emergency shelter and assisted housing, and other interested parties to develop housing and community development programs. During preparation of the Action Plan, City Council will consider the successes and failures of past programs. This input will be used to make funding decisions.

City Council considers the need to reduce deterioration and improve revitalization of existing neighborhoods as factors in funding allocation. Two programs, housing rehabilitation of owner-occupied properties and creation of neighborhood redevelopment plans have been used to address these factors. Since 2000, the City Council has adopted six neighborhood redevelopment plans, completed three and begun implementation of the other three. During program year 20, the proposed new activity to address these two neighborhood issue is public facilities/improvements to address deteriorating public spaces. The City has budgeted approximately 65 percent of the CDBG program year allocation to this project. The City will retain the owner-occupied housing rehabilitation and First Time Home-Buyer Program however, unspent (carry-over) dollars from the previous year will be sufficient to fully fund both project.

## DESCRIPTION OF KEY ACTIVITIES FOR THE PROGRAM YEAR

Activities to be funded during the program year and the proposed funding amounts are included in the following table. A brief description of each activity that includes objectives and outcomes, in accordance with HUD performance measures, and specific annual goals are provided in the Program Description.

**Table 2: Proposed Activities and Funding Amounts**

| Activity                        | 2013 CDBG         | RLF             | Carry-over | Total             |
|---------------------------------|-------------------|-----------------|------------|-------------------|
| Private Property Rehabilitation | \$ 0              | \$ 5,000        | \$80,000   | \$ 105,000        |
| First Time Home-Buyer Program   | \$ 0              | 0               | \$25,000   | \$ 25,000         |
| Public Facilities/Improvements  | \$ 270,264        | 0               | \$30,000   | \$ 468,264        |
| Public Services                 | \$ 61,800         | 0               |            | \$ 61,800         |
| Administration                  | \$ 80,000         | 0               |            | \$ 80,000         |
| <b>TOTAL</b>                    | <b>\$ 412,064</b> | <b>\$ 5,000</b> |            | <b>\$ 742,064</b> |

*\*RLF is estimated recaptured funds for the program year, not a part of the Federal allocation.*

## ACTIVITY DESCRIPTIONS

**Private Property Rehabilitation:** This loan-to-grant program provides very low- and low-income property owners assistance with repairs such as roof replacement, electrical upgrades and heating improvements, and provides persons with disabilities with assistance to make accessible modifications to owner-occupied or rental units. Any recovered amount will be added to the Revolving Loan Fund to allow continuation of the program. Special emphasis will be placed on assisting returning veterans by partnering with programs through the DeKalb County Veterans Administration and Northern Illinois University Veterans Affairs office to promote the program.

Program Year Goal - Assist 15 very low/low-income families and 5 low/moderate-income households with at least one member who has a disability.

**First Time Home-Buyer Program:** This loan-to-grant program provides 2% down payment assistance for low to moderate-income first time buyers. Special emphasis will be placed on assisting returning veterans by partnering with programs through the DeKalb County Veterans Administration and Northern Illinois University Veterans Affairs office to promote the program.

Program Year Goal – Assist 10 low/moderate-income families purchase an affordable first home.



**Public Facilities/Improvements:** The majority of the funds will be used for a water main replacement that will be done during a street repair project on South First Street. \$50,000 will be used for sidewalk replacement in low/mod areas of DeKalb where ADA modifications are necessary and broken sidewalks have caused a safety issue.

Program Year Goal – To improve public facilities for the residents of the City of DeKalb.

**Public Services:** Public Services funds various projects and programs conducted by social service and nonprofit agencies to provide supportive services to very low-, low- and moderate-income persons, families, and persons with special needs that reside in the city of DeKalb. These services include in-home care, family stabilization, youth programs, supportive housing, and transportation services.

The Action Plan does not include specific agencies to be funded because the final allocation was not available prior to the final submission date. An RFP process is used to determine eligible activities. When the final allocation is announced, the City Council will review the RFPs and, in accordance with the procedures in the Consolidated Plan: 2010-2014, determine the agencies to be funded and the individual funding amounts.

Program Year Goal – Assist at least 5 local non-profit agencies that provide services to at least 550 very low/low-income individuals and families.

**Administration:** Administration funds are used for overall program management, coordination, monitoring, and evaluation of CDBG and related programs. No objective or outcome measure is required for this activity.

#### **COMMENTS**

Citizens were encouraged to comment on any aspect of the Action Plan. There were no comments made in writing or at the public hearing that was held on January 28, 2013.