// A special meeting of the Council of the City of Lynchburg, recessed from May 31, was held on the 10th day of June, 2008, at 4:30 P.M., Council Chamber, City Hall, Joan F. Foster, President, presiding. The purpose of the meeting was to conduct an interview of a candidate interested in serving on the Lynchburg School Board. The following Members were present:

Present: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster 6

Absent: Seiffert 1

// On motion of Council Member Gillette, seconded by Council Member Garrett, Council by the following recorded vote elected to hold a closed meeting to consider appointments to Council-appointed Boards and Commissions and specifically to conduct an interview of a candidate seeking to serve on the Lynchburg School Board pursuant to Section 2.2-3711(A) (1) of the Code of Virginia, 1950, as amended:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster 6

Noes: 0

Absent: Seiffert 1

// The meeting was re-opened to the public.

// Council Member Johnson made the following motion:

WHEREAS, the Council of the City of Lynchburg has convened a closed meeting on this date, pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by City Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Lynchburg certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by Council.

The Motion was seconded by Gillette, and Council by the following recorded vote adopted the motion:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster 6

Noes: 0

Absent: Seiffert 1

// The meeting was adjourned at 5:13 p.m.

_____

Clerk of Council

// A regular meeting of the Council of the City of Lynchburg was held on the 10th day of June, 2008, at 7:30 P.M. in the Council Chamber, City Hall, Joan F. Foster, President, presiding. Council Member Johnson gave the Invocation, followed by the Pledge of Allegiance. The following Members were present:

Present: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster 6

Absent: Seiffert 1

// Mayor Foster and Vice Mayor Dodson presented a Proclamation to Miss Lynchburg 2008 Sarah Lee Fitzpatrick, proclaiming June 10, 2008. as "Sarah Lee Fitzpatrick Day" in Lynchburg and wished her well in the upcoming Miss Virginia pageant.

// City Council recognized the 2008 Hill Climbers recipients, i.e., Erica Boykin, D'Mon Hancock, Lale Lee Fleshman, Christine Glenn, Charley Gorman, Gayle Huiner, Derrick Jordan, Kaitlyn Lawhorne, Aundre Lowe, Heather Morris, Da'Juan Pannell, Shannon Ray, LeTisha Rogers, Marissa Rose, Tre Rose, Donald Somers, Hattiebell Spigener, and Elijah Vassal.

// Copies of the minutes of the May 27 (two meetings), 2008 meetings, having been previously furnished Council, reading was dispensed with. Mayor Foster stated that City Council has been provided with a revision to page 130 of the May 27 minutes. On motion of Council Member Garrett, seconded by Council Member Gillette, Council by the following recorded vote approved the minutes as revised:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster 6

Noes: 0

Absent: Seiffert 1

// Copies of the minutes of the May 31, 2008 meeting having been previously furnished Council, reading was dispensed with, and on motion of Council Member Garrett, seconded by Council Member Gillette, Council by the following recorded vote approved the minutes as presented:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster 6

Noes: 0

Absent: Seiffert 1

// In the matter of Schools - General, City Council Report #3 was considered. On motion of Council Member Garrett, seconded by Council Member Gillette, Council by the following recorded vote adopted Resolution #R-08-080, as presented, amending the FY 2008 General and Schools Operating Fund budgets to rescind a $250,000 appropriation to the Schools Operating Fund budget in the FY 2008 Third Quarter Adjustments, and designating the amount in the General Fund budget for the Schools Health Care Reserve:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster 6

Noes: 0

Absent: Seiffert 1

// In the matter of Fire - General, City Council Report #4 was considered. On motion of Council Member Garrett, seconded by Council Member Gillette, Council by the following recorded vote introduced and laid over to a later meeting for final action Resolution #R-08-081, as presented, amending the FY 2008

City/Federal/State Aid Fund budget and appropriating $15,000, fully reimbursable, to purchase equipment for the Fire Department Heavy Technical Rescue (HTR) Team:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster 6

Noes: 0

Absent: Seiffert 1

// In the matter of Community Planning - Zoning Amendments, a public hearing was held regarding City Council Report #5 outlining the petition of Shantae Younger to rezone 0.77 of an acre from I-2, Light Industrial District, to B-3C, Community Business District (Conditional), to allow the use of an existing building and parking area for a church at 3760 Candlers Mountain Road. City Planner Tom Martin provided a brief summary regarding the petition. Mr. Martin stated that both Economic Development and the Industrial Development Authority had no objection to the proposed rezoning, noting that the properties were not of interest for industrial use since there were no other industrially zoned properties within the vicinity of the site. Rev. Shantae Younger outlined the request and asked for approval. One individual spoke in support of the petition. There were also a large number of individuals who stood in support of the petition. There was no one else present who wished to speak to this item, and the public hearing was closed. On motion of Council Member Johnson, seconded by Council Member Helgeson, Council by the following recorded vote adopted Ordinance #0-08-082, as presented, granting the rezoning petition:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster 6

Noes: 0

Absent: Seiffert 1

// In the matter of Community Planning - Zoning Amendments, a public hearing was held regarding City Council Report #6 outlining the petition of Liberty University, Inc., to amend the Future Land Use Map from Low Density Residential use to Institutional use, rezone approximately 138.84 acres at 3778, 3786, 3802 and 4000 Candlers Mountain Road from B-3C, Community Business District (Conditional), to B-3C, Community Business District (Conditional), for a conditional use permit to amend the existing master plan for an increase of up to 15,000 students and construction of campus facilities, and for a conditional use permit to allow a consolidated sign plan for Liberty University. Vice Mayor Bert Dodson stated that since his company provides all of the pest control services for Liberty University, he will abstain from discussion and voting on the petition. Vice Mayor Dodson left the Council Chamber and only returned to the Chamber when the votes were taken on the petition. City Planner Tom Martin provided a brief summary regarding the petition, noting that the Planning Division and Planning Commission are recommending approval of the petition. Mr. Martin stated that Liberty University has worked closely with City staff and the Planning Commission in preparing the Master Plan. Mr. Martin went on to say that the site plan was revised several times during the process and that the site plan with the most recent revisions as requested by the Planning Commission, dated May 15, 2008, and received in the Planning Department on May 23, 2008, was forwarded to City Council in the agenda packets. Mr. Martin explained that the revisions include the removal of three buildings and a proposed "Mountain Coaster" from the plan, and that

Condition 2 of the Resolution approving the Conditional Use Permit to allow the expansion of the University will need to be revised to reflect the May 15 and May 23 dates rather than the April 3 and April 4 dates. Mr. Martin also noted that a traffic study, submitted early in the process that outlined needed vehicular, pedestrian and bicycle improvements, was reviewed by the City's Transportation Engineer and the Virginia Department of Transportation and that the recommendations of the traffic study are suggested as conditions of approval for the Conditional Use Permit. Mr. Martin stated that the project was reviewed by the Police and Fire Departments and that their concerns have been addressed, and that Liberty University continues to work with the Greater Lynchburg Transit Company to provide mass transit service to the campus and to the surrounding areas. Mr. Norm Walton, of Perkins & Orrison, representing the petitioner, outlined the request and asked for approval. Mr. Jerry Falwell, Jr., also provided information regarding the proposed project and commented that the entire process has gone extremely well. Mr. John Poole, Vice President, Finance & Administration, Central Virginia Community College (CVCC), stated that although the College is not opposed to the master plan or the construction of the tunnels, it is very concerned regarding the additional traffic that the tunnels will generate on Harvard Street and the safety of their students which will be adversely affected by the additional traffic. Mr. Poole requested that the College be included in the discussions regarding any realignment of entrances, traffic lights or other traffic solutions that would impact Harvard Street. Mr. Poole noted that Harvard Street is owned by the State Board of Colleges and was constructed to provide access to the College campus. There was no one else present who wished to speak to this item, and the public hearing was closed. City Manager Kimball Payne stated that staff has been working for some time with Liberty University on ways to alleviate the traffic concerns on Wards Road from vehicles leaving the University campus and that one of the solutions included construction of a tunnel. Mr. Payne stated that it was an oversight that CVCC was not included in those discussions but that they will be included in all future deliberations. Council Member Gillette stated that the four issues he had have been cleared up, i.e., (1) clarification regarding the correct dates of the site plan, (2) that Police and Fire were involved in the process and that their comments have been addressed, (3) that the City will be able to tax the portions of University property that will be used to generate a source of revenue, and (4) that the environmental requirements in Condition #11 on the Resolution to approve the Conditional Use Permit are mandated by State and Federal regulations. Council Member Gillette questioned if Condition #11 should be either revised or deleted completely. Council Member Garrett commented that the University might want to consider three other partnerships, i.e., CVCC, Lynchburg United Soccer, and the merchants along Wards Road. Council Member Garrett also suggested that some thought be given to some type of "flyover" on Wards Road to allow students to safely access the shopping centers. Council Members Helgeson and Johnson commented that the Physical Development Committee is supportive of the tunnels to help with the traffic concerns on Wards Road. Mayor Foster stated that she is also concerned regarding the safety of the students that have to cross Wards Road to access the shopping centers. Following discussion, and on motion of Council Member Helgeson, seconded by Council Member Garrett, Council by the following recorded vote adopted

Ordinance #0-08-083, as presented, approving the petition of Liberty University to amend the Future Land Use Map for property located at 3778, 3786, 3794, 3802 and 4000 Candlers Mountain Road from Low Density Residential to Institutional:

Ayes: Garrett, Gillette, Helgeson, Johnson, Foster 5
Noes: 0
Absent: Seiffert 1
Abstention: Dodson 1

On motion of Council Member Helgeson, seconded by Council Member Johnson, Council by the following recorded vote adopted Ordinance #0-08-084, as presented, approving the petition of Liberty University to rezone approximately 133.84 acres at 3778, 3786, 3794, 3802 and 4000 Candlers Mountain Road from B-3C, Community Commercial Business District (Conditional) to B-3C, Community Commercial Business District (Conditional):

Ayes: Garrett, Gillette, Helgeson, Johnson, Foster 5
Noes: 0
Absent: Seiffert 1
Abstention: Dodson 1

On motion of Council Member Helgeson, seconded by Council Member Garrett, Council by the following recorded vote adopted Resolution #R-08-085, as revised to change the site plan dates in condition #2 from April 3, 2008, and April 4, 2008, to May 15, 2008, and May 23, 2008, respectively, and to delete condition #11, and granting the Conditional Use Permit to allow an increase of up to 5,000 students for a total of 15,000 residential and commuting students and to amend the existing Master Plan for the construction of Liberty University campus facilities:

Ayes: Garrett, Gillette, Helgeson, Johnson, Foster 5
Noes: 0
Absent: Seiffert 1
Abstention: Dodson 1

On motion of Council Member Helgeson, seconded by Council Member Garrett, Council by the following recorded vote adopted Resolution #R-08-086, as presented, granting a Conditional Use Permit to allow a Consolidated Sign Plan for Liberty University:

Ayes: Garrett, Gillette, Helgeson, Johnson, Foster 5
Noes: 0
Absent: Seiffert 1
Abstention: Dodson 1

// In the matter of Public Works - Sewer, a public hearing was held regarding City Council Report #7 regarding amending the FY 2008 Sewer Operating and Capital Projects budgets and appropriating $3,000,000 to the Sewer Capital Project Fund for additional capital projects. Director of Utilities Tim Mitchell provided a brief summary regarding the request. There was no one else present who wished to

speak to this item, and the public hearing was closed. On motion of Vice Mayor Dodson, seconded by Council Member Garrett, Council by the following recorded vote introduced and laid over to a later meeting for final action Resolution #R-08-087, as presented, amending the FY 2008 Sewer Operating and Capital Projects budgets and appropriating $3,000,000 to the Sewer Capital Project Fund for additional capital projects:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster	6
Noes:	0
Absent: Seiffert	1

// In the matter of City Code/Taxicabs, City Council Report #8 regarding amending the City Code relating to the charging of a fuel cost surcharge by the City's Taxicabs was considered. City Manager Kimball Payne stated that as directed by Council at the May 27 work session, a proposed amendment has been drafted to the City Code authorizing a $1.00 surcharge on each taxicab fare to offset the high cost of fuel. Mr. Payne explained that the proposed amendment provides no provision for automatic repeal. Several Council Members questioned whether the City should still be setting the rates charged by taxicabs and asked the City Manager to schedule this item for discussion at a Fall work session. On motion of Council Member Johnson, seconded by Council Member Helgeson, Council by the following recorded vote adopted Ordinance #0-08-088, as presented, amending the City Code and authorizing a $1.00 surcharge on each taxicab fare to offset the high cost of fuel:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster	6
Noes:	0
Absent: Seiffert	1

// In the matter of Courts - General, City Council Report #9 regarding a request from Circuit Court Clerk Larry Palmer to provide $8,361 to fill an existing position in the Clerk of Court's Criminal Division during the State's mandatory hiring freeze and to hire a temporary wage position to assist the office was considered. Deputy City Manager Bonnie Svrcek provided a brief summary regarding the request. City Manager Kimball Payne stated that the funding for this temporary position will be taken from the City Manager Contingency Fund rather than from the General Fund Reserve for Contingencies and that the Resolution will be revised to reflect this action. On motion of Council Member Garrett, seconded by Vice Mayor Dodson, Council by the following recorded vote adopted Resolution #R-08-089, as revised, to authorize the use of $8,361 from the City Manager Contingency Fund to fill an existing position in the Clerk of Court's Criminal Division during the State's mandatory hiring freeze and to hire a temporary wage position to assist the office:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster	6
Noes:	0
Absent: Seiffert	1

// In the matter of Fire – General/Lynchburg Life Saving Crew, City Council Report #10 regarding the distribution of $33,899 in 4-for-Life funding was considered. Deputy City Manager Bonnie Svrcek provided

a brief summary regarding the request. On motion of Council Member Helgeson, seconded by Council Member Johnson, Council by the following recorded vote introduced and laid over to a later meeting for final action Resolution #R-08-090, as presented, amending the FY 2008 City/Federal/State Aid Fund budget and appropriating $33,889, fully reimbursable, to be split between the City of Lynchburg Fire and EMS Department ($22,593), to assist with the purchase of necessary EMS-related equipment and supplies or to provide EMS within the Department and the Lynchburg Lifesaving Crew ($11,296) to assist with general operations:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster	6
Noes:	0
Absent: Seiffert	1

// On motion of Council Member Gillette, seconded by Council Member Johnson, Council by the following recorded vote elected to hold a closed meeting to consider appointments to Council-appointed Boards and Commissions, i.e., Youth Services Citizens Board, City Employees Appeal Board, Zoning Appeals Board, Dr. Martin Luther King, Jr./Lynchburg Community Council, Industrial Development Authority Board and Historic Preservation Commission pursuant to Section 2.2-3711(A)(1) of the Code of Virginia, 1950, as amended:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster	6
Noes:	0
Absent: Seiffert	1

// The meeting was re-opened to the public.

// Council Member Gillette made the following motion:

WHEREAS, the Council of the City of Lynchburg has convened a closed meeting on this date, pursuant to an affirmative recorded vote and in accordance with the provisions of The Virginia Freedom of Information Act; and

WHEREAS, Section 2.2-3712 of the Code of Virginia requires a certification by City Council that such closed meeting was conducted in conformity with Virginia law;

NOW, THEREFORE, BE IT RESOLVED that the Council of the City of Lynchburg certifies that, to the best of each member's knowledge, (i) only public business matters lawfully exempted from open meeting requirements by Virginia law were discussed in the closed meeting to which this certification resolution applies, and (ii) only such public business matters as were identified in the motion convening the closed meeting were heard, discussed or considered by Council.

The Motion was seconded by Council Member Johnson, and Council by the following recorded vote adopted the motion:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster	6
Noes:	0
Absent: Seiffert	1

// In the matter of Appointments, and on nomination of Council Member Johnson, Council by the following recorded vote appointed Barry K. Armstrong and Diane S. Swain to serve on the Youth Services Citizens Board for terms to expire June 30, 2010:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster 6
Noes: 0
Absent: Seiffert 1

On nomination of Council Member Johnson, Council by the following recorded vote re-appointed Frances B. Carter to serve on the Youth Services Citizens Board for a term to expire June 30, 2010:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster 6
Noes: 0
Absent: Seiffert 1

On nomination of Council Member Johnson, Council by the following recorded vote re-appointed Judith C. Johnson to serve on the Dr. Martin Luther King, Jr./Lynchburg Community Council for a term to expire June 30, 2011:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster 6
Noes: 0
Absent: Seiffert 1

On nomination of Council Member Johnson, Council by the following recorded vote appointed Jessica R. Wade to serve on the Dr. Martin Luther King, Jr./Lynchburg Community Council for a term to expire June 30, 2011:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster 6
Noes: 0
Absent: Seiffert 1

On nomination of Council Member Johnson, Council by the following recorded vote re-appointed Susan G. Ackley and Gary F. Allen to serve on the Industrial Development Authority for terms to expire June 30, 2012:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster 6
Noes: 0
Absent: Seiffert 1

On nomination of Council Member Johnson, Council by the following recorded vote re-appointed Frances B. Calhoun to serve on the Historic Preservation Commission for a term to expire June 30, 2011:

Ayes: Dodson, Garrett, Gillette, Helgeson, Johnson, Foster 6
Noes: 0
Absent: Seiffert 1

// City Council agreed to start the June 24 work session at 11:30 a.m. due to the number of items scheduled for the work session.

// The meeting was recessed at 9:45 P.M. to June 24, at 11:30 A.M., to conduct a work session regarding several items.

_____
Clerk of Council

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **June 24, 2008** AGENDA ITEM NO.: 5

CONSENT: REGULAR: **X** CLOSED SESSION: (Confidential)

ACTION: **X** INFORMATION:

ITEM TITLE: **Public Hearings – Lynchburg Regional Airport Lease Agreements**

RECOMMENDATION:

Public Hearing A: Approve a five (5) year lease agreement with a five (5) year option, effective July 1, 2008, with Aviation Resources, Inc. (dba Virginia Aviation) and Falwell Aviation to jointly lease certain parts of the city-owned fuel farm facilities at Lynchburg Regional Airport, and authorize the City Manager to execute the agreement on behalf of the City.

Public Hearing B: Approve a new five (5) year lease agreement with a five (5) year option, effective July 1, 2008, with Aviation Resources, Inc. (dba Virginia Aviation) to lease certain airport facilities in order to provide Fixed-Base-Operator (FBO) services at Lynchburg Regional Airport, and authorize the City Manager to execute the agreement on behalf of the City.

SUMMARY: For the past several months, airport staff have been involved in resolving a fuel farm access issue involving Virginia Aviation and Falwell Aviation. A tentative agreement has been negotiated which will allow Virginia Aviation and Falwell Aviation to use certain parts of the airport fuel farm facilities through a joint use agreement for a period of five (5) years, with a five (5) year option under certain conditions. To accommodate this joint use, a new lease with Virginia Aviation to include its existing FBO hangar and office facilities was also negotiated in order for it to continue to provide FBO services at the airport. The initial term of the Virginia Aviation lease is for a period of five (5) years, with an optional second five (5) year term upon such conditions as are mutually acceptable.

There is a statutory requirement for a public hearing prior to leasing City property.

PRIOR ACTION(S): June 2, 2008 Airport Commission recommendation to approve both agreements.

FISCAL IMPACT:

A: For the first year of the fuel storage and equipment agreement, the annual rent by means of a through-put fee of 9 cents per gallon of gross fuel pumped will result in estimated annual revenue to the airport of $90,000. For each subsequent year, the through-put fee will increase four-tenths of one cent.

B: For the first year of the agreement, the annual rent will be the same as it would have been for the final year of the current agreement (estimated to be approximately $119,000), with annual increases tied to an inflation index.

CONTACT(S): Mark F. Courtney 455-6089 Airport Director

ATTACHMENT(S): 1) Resolutions A & B; 2) Summary of leases

REVIEWED BY: lkp

RESOLUTION A

BE IT RESOLVED That the Lynchburg City Council approves a lease agreement by and between the City of Lynchburg and Aviation Resources, Inc. (dba Virginia Aviation) and Falwell Aviation (jointly) for lease of certain parts of the city-owned fuel farm facilities at Lynchburg Regional Airport; and,

BE IT FURTHER RESOLVED That the City Manager is authorized to execute the lease agreement.

Adopted:

Certified: _____
Clerk of Council

076L

RESOLUTION B

BE IT RESOLVED That the Lynchburg City Council approves a lease agreement by and between the City of Lynchburg and Aviation Resources, Inc. (dba Virginia Aviation) to lease certain airport facilities for the purpose of providing Fixed-Base Operator (FBO) services at Lynchburg Regional Airport; and,

BE IT FURTHER RESOLVED That the City Manager is authorized to execute the lease agreement.

Adopted:

Certified: _____
Clerk of Council

076L

Falwell Aviation/Virginia Aviation
Shared Fuel Farm Storage Tanks and Virginia Aviation Leasehold
Proposed Rent and Lease Structure
To be Effective July 1, 2008

I. Fuel Farm Storage Tanks and Related Equipment

A. Three 15,000 gallon aviation fuel storage tanks and related pumping/piping equipment to be shared by Falwell Aviation/Virginia Aviation (FBO "Parties") under separate five-year lease agreement, with an option for an additional five-year term as long as scheduled airline service does not fall to unprecedented levels.

B. Use of the above tanks and equipment shall be subject to a per gallon through-put fee based on gross gallons pumped according to the following schedule:

- Year 1 — 9¢ per gallon
- Year 2 — 9.4¢ per gallon
- Year 3 — 9.8¢ per gallon
- Year 4 — 10.2¢ per gallon
- Year 5 — 10.6¢ per gallon

C. Fuel storage "Premises" shall be limited to the shadow of the storage tanks and equipment.

D. FBO Parties shall be responsible for all maintenance and repair of the tanks, equipment and piping, and insurance on fuel in the tanks. City will be responsible for the replacement of major, long-life components that have reached the end of their useful life spans. Responsibility for insurance and compliance with regulatory and environmental laws for the fuel storage tanks and related equipment shall mirror the lease provisions of Virginia Aviation's current lease.

E. Lease agreement shall specify that in the event any dispute between the Parties results in the cessation of their mutual sharing, control of the fuel storage tanks and all related or necessary equipment shall automatically revert to the City upon reasonable notice. In the event one of the Parties desires to terminate the agreement on a mutually agreeable basis with the other party, the City agrees to allow the remaining party to assume use of the fuel tanks and equipment under the same terms for the remainder of the Agreement until such time as another qualifying FBO is granted by the City the vacated party's right to operate under the lease agreement, and the parties concur on a subsequent fuel sharing arrangement.

II. Virginia Aviation Leasehold — Base Facility Rent (Existing Buildings)

A. Virginia Aviation granted five (5) year lease with annual CPI adjustments, and option of extending the lease for an additional five (5) years upon such conditions as are mutually acceptable and agreed upon by the Lessee and the City.

B. New lease effective July 1, 2008.

C. Base rent remains at current lease rate plus standard July 1, 2008 CPI adjustment.

III. Virginia Aviation Leasehold — Lease structure

A. Lease shall be a new lease (not a renewal).

B. North Ramp tie-down area not to be included as part of five (5) year option.

C. Any fee imposed for aircraft that do not purchase fuel when parked on public ramp shall be limited expressly to an "FBO Facility Use Fee" and referred to as such in printed materials, receipts and to customers.

IV. Other

A. Final leases subject to review and/or approval by FAA and DOAV as applicable.

B. Lynchburg Regional Airport minimum operating standards to be revised as necessary to ensure that any final executed lease or separate agreement are both in compliance.

LYNCHBURG CITY COUNCIL
Agenda Item Summary

MEETING DATE: **June 24, 2008**		AGENDA ITEM NO.: 6
CONSENT:	REGULAR: **X**	CLOSED SESSION: (Confidential)
ACTION: **X**	INFORMATION:	

ITEM TITLE: **Approval of the 2008/2009 Annual Action Plan for CDBG and HOME Programs**

RECOMMENDATION: After a public hearing, approve the annual Action Plan for CDBG and HOME Programs for submission to the Department of Housing and Urban Development (HUD).

SUMMARY: The fiscal year 2008/09 Plan describes allocations, objectives, activities, and performance measures for the City and links the goals and objectives of the 2005-2010 Consolidated Plan to the Annual Plan. This Plan also includes the proposed projects/activities to obtain these goals by measurable performance steps. The plan is presented in two parts, an executive summary and in a format required by HUD.

The annual plan reflects final allocations of CDBG and HOME funds by Council and the draft plan will be amended as necessary after Council approves the allocations during its work session.

PRIOR ACTION(S): N/A

FISCAL IMPACT: N/A

CONTACTS:

Charlene Montford/ 455-3902
Gwendolyn Gillespie/ 455-3916

ATTACHMENT(S): Draft Fiscal Year 2008/09 Annual Action Plan (2 parts)

REVIEWED BY: lkp

D R A F T R E P O R T

CITY OF LYNCHBURG, VIRGINIA

ANNUAL ACTION PLAN

COMMUNITY DEVELOPMENT BLOCK GRANT
AND HOME PROGRAM

FISCAL YEAR 2009

JULY 1, 2008 – JUNE 30, 2009

CITY OF LYNCHBURG
FISCAL YEAR 2009 ANNUAL ACTION PLAN

JULY 2008

PREPARED BY:
COMMUNITY DEVELOPMENYT DEPARTMENT
900 Church Street
Lynchburg, Virginia 24504

(Approved by the Lynchburg City Council on…….)

CITY OF LYNCHBURG
DRAFT ANNUAL ACTION PLAN
Fiscal Year 2008/09

EXECUTIVE SUMMARY

The U.S. Department of Housing and Urban Development (HUD) requires localities receiving Community Development Block Grant (CDBG), HOME and other federal program dollars to complete an Annual Action Plan. The Community Development Department/Grants Administration Division was the lead entity in the development of this Annual Action Plan to the Department of Housing and Urban Development.

In accordance with Section 91.200 (b) this Annual Action Plan was developed with active citizen participation and serves as the City's 2008-2009 application for federal funds under the Community Development Block Grant (CDBG) and HOME Programs. The fiscal year 2008/09 Plan describes allocations, objectives, activities, and performance measures for the City and links the goals and objectives of the 2005-2010 Consolidated Plan to the Annual Plan. This Plan also includes the proposed projects/activities to obtain these goals by measurable performance steps.

CDBG and HOME Past Performance

The most recent HUD assessment (FY 2006 Consolidated Annual Performance and Evaluation Report - July 1, 2006 through June 30, 2007), of the City's overall performance reflected a satisfactory review of describing how HUD funds were expended. The City identified each priority as contained in the Consolidated Plan and provided information on the amount of CDBG and HOME funds that were expended and what was accomplished. The City provided charts that reflected the numbers of completed projects in relation to the annual and five year goals for the various categories of projects. The City also incorporated local performance measurements and accomplishments in the area of affordable housing, poverty, income, and demographics of the beneficiaries. Overall, housing and community development activities continue to target the priority needs identified in the 2005-2010 Consolidated Plan.

Community Profile

Lynchburg is a City of 50 square miles and a Metropolitan Statistical Area (MSA) of 1,802 square miles. Located in the foothills of the Blue Ridge Mountains along the banks of the James River, Lynchburg is known as the "City of Seven Hills", "The Hill City" and sometimes described as "A City Unto Itself" because it is not located within any county limits, but is a city in the middle of Amherst, Bedford, Campbell and Appomattox Counties. It is located approximately 180 miles southwest of the nation's capital, Washington, D.C. The community was founded in 1786 and has a rich history of civic pride, philanthropy, and development.

An active community boasting friendly residential neighborhoods, Lynchburg has a tradition of outstanding public education. Lynchburg operates one of the top school

systems in the state and is recognized for its unique Partners in Education program that partners the business and government sector with the schools. The City is also home to five public/private colleges and universities.

A City with outstanding cultural, educational, and recreation opportunities, Lynchburg operates 12 parks, 24 playgrounds, eight community centers, an Olympic-size pool, 34 tennis courts, and 26 baseball diamonds. Other opportunities include hiking in the Blue Ridge Mountains or on the Appalachian Trail; swimming and boating on Smith Mountain Lake, one of the country's largest man-made bodies of water; skiing at nearby Wintergreen Resort; or taking in a minor-league baseball game at the city-owned stadium.

The economy in Lynchburg was for many years dependant on manufacturing industries, but the trend has moved to a broadly diversified manufacturing and service center including high-tech communications equipment, materials handling machinery, integrated products, paperboard, rubber products, and iron pipe castings. The two major employers, Genworth Financial and CentraHealth, provide financial and health services, respectively.

The City is aggressively supporting redevelopment and revitalization of its downtown area making the infrastructure, physical improvements, economic incentives, and activities accessible for all citizens. Plans include further improvements to the Riverfront Park, lower BluffWalk, and restoration of the Academy of Music Theater (c.1905). All of these items will allow all citizens, but particularly low and low-moderate income persons, opportunities to have access to new jobs, social services, recreational, and cultural activities.

Demographic Summary

According to information obtained from Wikipedia (June, 2008), Lynchburg has a population of 71,282, growing from 67,720 in 2006. (The 2000 census listed the population at 65,269 people, with White residents accounting for 66.6 percent of the City's population, African-American residents accounting for 29.7 percent, and the remaining 1.5 percent being made up of two or more races). The median household income was $32,234 in the 2000 census and the number of persons below poverty was at 16.4 percent of the population.

Minorities in Lynchburg tend to be concentrated in the older portion of the City that is identified as Census Tracts 4, 5, 6, 7, 11, 12, and 13. Minority concentration is defined as a census tract with a minority population of greater than 40 percent. This area, with the addition of Census Tract 14, corresponds to the area where a majority of persons are low- and moderate-income as defined by HUD.

Annual Goals

On December 12, 2006, City Council approved the goals for housing and non-housing development, which constitute the priority needs stated in the Plan. These goals reflect the needs that historically have been the needs of the very low-, low-, and moderate-income persons living within the target census tracts. The goals are to:

- Provide priority assistance to programs designed to create new home ownership opportunities available to low- and moderate-income buyers.

- Increase the number of owner-occupied units through support of public and private homebuyer programs. Emphasis is to be placed on programs, which require an investment of funds and/or labor on the part of the buyer, which are commensurate with the buyer's resources.

- Rehabilitate substandard housing units through support of public and private programs. Emphasis is to be placed on programs, which require an investment of funds and/or labor on the part of the owner, which are commensurate with the owner's resources. In addition, maintenance of homes will be enforced through applicable ordinances and building code requirements, and through owner initiatives to rehabilitate existing rental properties.

- Support initiatives to increase permanent affordable housing opportunities for low-income households and Special Needs Populations and encourage regional cooperation of this goal throughout the Region 2000 area.

- Support the Healthy Neighborhoods Initiative by improving housing stock.

- Support economic development efforts, which will expand job opportunities and support job retention for low- and moderate-income individuals. Continue to take actions, which stimulate private, as well as public investment in designated enterprise zones.

- Eliminate neighborhood deterioration, blight and blighting influences through staged redevelopment of public infrastructure, rehabilitation activities, code enforcement, or clearance where needed.

- Support the organized efforts of neighborhood associations that seek to leverage their resources to improve infrastructure, amenities, and services**.**

- Support park and recreation improvements in relation to community need, particularly for low- to moderate-income persons or neighborhoods.

- Encourage the preservation of properties of special value for historic, architectural, or aesthetic reasons.

- Support public service providers in meeting the service needs for low- and moderate-income individuals and Special Needs Populations.

*Special Needs Populations include, but are not limited to, the mentally ill/mentally disabled, physically disabled persons, substance abusers/addicts, persons with AIDS, the homeless, and elderly persons in need of supportive housing.

Citizen Participation

It is the intent of the City of Lynchburg to encourage and facilitate the participation of residents of the City in the formulation of priorities, strategies, and funding allocations in the Consolidated Plan and Annual Action Plan. The City continues to provide opportunities for citizen involvement on community development issues.

On Tuesday, January 22, 2008, the City published a notice in the local newspaper, indicating the acceptance of applications for funding programs, projects and activities under the CDBG and HOME Programs. The deadline for submission was February 22, 2008. This advertisement indicated the expected amount of funding for both the CDBG and HOME Programs and the primary objectives of the Programs. It also stated the local priorities that the City Council had developed in conjunction with the Consolidated Plan for the period of 2005-2010.

On Friday, February 22, 2008, the City received 38 applications for federal funding. Prior to the receipt of applications, the Community Development staff held a Technical Assistance Workshop on Wednesday, February 6, 2008 from 1-3pm.

The Community Development Advisory Committee (CDAC) met on April 11, 2008 and reviewed all project applications. The Committee made recommendations to City Council for projects that they concluded would be most beneficial to the low and moderate income persons within the targeted neighborhoods and within the broad national goals established by HUD of providing decent housing, a suitable living environment and expand economic opportunities.

In accordance with the City's adopted Citizen Participation Plan a public hearing was held on May 13, 2008, to obtain citizen comment during the Plan development. A public notice advertisement was placed in the local newspaper advising the public of this hearing on April 21, 2008.

Available Funding

The U.S. Department of Housing and Urban Development (HUD) funds the CDBG and HOME Programs. The City has available the following funds to use for eligible CDBG and HOME activities during the program year 2008/09.

CDBG AVAILABLE FUNDING SOURCES	**AMOUNT**
HUD Allocation	$874,982.00
Reprogrammed Funds	
Lead Program (2007)	50,000.00
Lead (Unspent 2005)	.80
College Hill (Unspent 2001)	.80
Lynchburg Historic Foundation (Unspent 2000)	2 ,663.40
Anticipated Program Income	80,000.00
Total CDBG Funding Available	**$1,007,647.00**

HOME AVAILABLE FUNDING SOURCES	AMOUNT
HUD Allocation	$423,133.00
Anticipated Program Income	7,800.00
Reimbursement to City	41,786.29
Total HOME Funding Available	**$472,719.29**

Proposed Projects

There are a total of thirty proposed projects for the 2008-2009 CDBG and HOME Program year. (This number does not include funds allocated to the City for the administration of the CDBG and HOME Program). The following list of projects have been recommended for funding by the Community Development Advisory Committee:

CDBG PROJECTS RECOMMENDED FOR FUNDING
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

Section 108 Loan (Bluff Walk)	$325,772
Program Administration (City)	75,000
Program Administration (Lynchburg Redevelopment & Housing Authority)	50,000
Lynchburg Community Action Group Home Improvement Program	75,000
Lynchburg Neighborhood Development Foundation Pyramid Project	49,594
Lynchburg Redevelopment & Housing Auth. Spot Blight Abatement	80,000
5th Street Master Plan	100,000
Mary Bethune Nursery School - Building Improvements	50,000
Hunton-Randolph Community Center Renovations	30,000
Habitat for Humanity Building Assets Program	10,000
Rebuilding Together	40,000
Yoder Neighborhood Center Park Renovations	20,000
New Land Samaritan Inns, Inc. The Gateway	19,500
YWCA Domestic Violence Prevention Center	14,500
Rush Lifetime Homes, Inc. (Supportive Housing Program)	3,600
Miriam's House Special Needs Permanent Housing	14,500
Kum-Ba-Yah Scholarships	5,000
Amazement Square City Arts Mentoring Program/Mosaic Mural Project	3,000
White Rock After School Program	4,000
College Hill Enrichment & Education Project	3,481
New Land Job Readiness Training	5,000
Johnson Health Services Expansion Project	14,500
Foundation for Rehabilitation Equipment & Endowment (FREE)	5,200
United Way Success by 6	5,000
Boys and Girls Club	5,000
TOTAL CDBG PROJECTS	**$1,007,647**

HOME PROJECTS RECOMMENDED FOR FUNDING
COMMUNITY DEVELOPMENT ADVISORY COMMITTEE

Home Administration (City)	$43,000.00
LHRA Shalom Apartments	40,000.00
Lynchburg Neighborhood Development Foundation Homeownership	110,000.00
Lynchburg Community Action Group Rehabilitation	140,000.00
Habitat for Humanity Homeownership Program	35,000.00
Rush Lifetime Homes (Independence Housing)	54,886.29
LNDF Hilltop Homes	49,833.00
TOTAL HOME PROJECTS	**$472,719.29**

All CDBG and HOME funds will be expended in accordance with primary objectives of these programs. Further, the City estimates that over 70 percent of the total funds for 2008-2009 funding will benefit low/moderate income persons.

Fourth Program Year Action Plan

The CPMP Fourth Annual Action Plan includes the SF 424 and Narrative Responses to Action Plan questions that CDBG, HOME, HOPWA, and ESG grantees must respond to each year in order to be compliant with the Consolidated Planning Regulations. The Executive Summary narratives are optional.

Narrative Responses

GENERAL

General Questions

1. Describe the geographic areas of the jurisdiction (including areas of low-income families and/or racial/minority concentration) in which assistance will be directed during the next year. Where appropriate, the jurisdiction should estimate the percentage of funds the jurisdiction plans to dedicate to target areas.

Action Plan General Questions response:

According to the 2000 Census, the population in Lynchburg is 65,269 and the MSA is 223,317. White citizens account for 66.6 percent of the City's population, African-American citizens account for 29.7 percent, and the remaining 1.5 percent is made up of two or more races. The Hispanic/Latino population is at 1.3%. The median household income is $32,234 and the number of persons below poverty is 16.4 percent of the population. The current unemployment rate is 3.5 percent. Note: This Plan references the White and Nonwhite populations**.**

Minorities in Lynchburg tend to be concentrated in the older portion of the City that is identified as Census Tracts 4, 5, 6, 7, 11, 12, and 13. Minority concentration is defined as a census tract with a minority population of greater than 40 percent. This area, with the addition of Census Tract 14, corresponds to the area where a majority of persons are low- and moderate-income as defined by HUD. All of the program funds will be used within these target areas.

2. Describe the basis for allocating investments geographically within the jurisdiction (or within the EMSA for HOPWA) (91.215(a) (1)) during the next year and the rationale for assigning the priorities.

The City of Lynchburg's Consolidated Action Plan draws attention to the housing needs and services in seven contiguous census tracts that comprise the Community Development Block Grant (CDBG) targeted area: Census Tracts 4, 5, 6, 7, 11, 12, and 13. This area comprises the central city neighborhoods of Lynchburg that surround the

downtown business district. Demographics and surveys in these neighborhoods indicate that this is where the highest degree of housing problems exists, where the most blight is observed, and where most of the City's low- and low-to-moderate-income persons reside.

The 2000 Census reflects median family income for a family of four in Lynchburg as $32,234, slightly more than that of the1990 census. This compares to an income range of $14,000 - $24,000 in the target census tracts. Incomes in these neighborhoods are significantly lower than incomes citywide. A disproportionate number of nonwhites live in the target market (66.6%) while the citywide nonwhite population is 33.4% of the population.

In 2000, Lynchburg had 25,477 occupied housing units (a slight increase since the 1990 census). Of these, 38% percent were rental units (10,573), and 54% were owner-occupied (14,903). The rental vacancy rate was at 8% while vacancies of units for-sale were only 2%. The Citywide median value of owner-occupied property was $85,300, according to 2000 census data, compared to an average home value of $42,400 in the target census tracts. Since each census tract in the target CDBG area contains at least one historic district in which property values and purchase prices are quite high, this average value is not fully reflective of actual property conditions throughout the target census tracts. While property values are seen as relatively low for owner-occupied units in the target neighborhoods, the average rents there are higher than the City average.

African-American households experience the burden of housing problems more so than any other category of residents. A greater percent of non-white renters (45 percent) experience housing problems, when compared to the percentage of all renters (38 percent) with housing problems. A greater percentage of African-American homeowners (24 percent) experiences housing problems than do their white counterparts (13 percent).

Because of the City's desire to encourage a range of housing types throughout Lynchburg, this office has adopted some of the dynamic tools used in developing the Comprehensive Plan in which income levels and needs are identified in a housing policy matrix along with potential activities that can be taken by the public and private sector. In this way, City staff can work within small or large geographic areas of the target market and focus on housing needs of residents in the income ranges of 30%, 50%, and 80% of the Area Median Family Income (AMFI). Corresponding strategies and tools will be examined and, if appropriate, implemented to meet the housing issues observed. Community Development staff maintain the matrix and supporting information.

3. Describe actions that will take place during the next year to address obstacles to meeting underserved needs.

The City will continue to cooperate with local non-profits, neighborhood groups, and others to address obstacles to meeting undeserved need, foster and maintain affordable housing, remove barriers to affordable housing, evaluate and reduce lead based paint hazards, develop institutional structure, enhance coordination between public and private housing and social service agencies, and foster public housing improvements and resident initiatives. Agencies and groups that coordinate this effort are the Lynchburg Neighborhood Development Foundation, Housing and Homeless Coalition, Lynchburg Community Action Group, Lynchburg Redevelopment and Housing Authority, Code Enforcement Task Force, and the Lynchburg Department of Social Services.

4. Identify the federal, state, and local resources expected to be made available to address the needs identified in the plan. Federal resources should include Section 8 funds made available to the jurisdiction, Low-Income Housing Tax Credits, and competitive McKinney-Vento Homeless Assistance Act funds expected to be available to address priority needs and specific objectives identified in the strategic plan.

City Resources

Federally-funded City Programs include Shelter Plus Care and Lead Safe Lynchburg*****. The City is open to applying for federal funds in those cases where partnering non-profit or other agencies cannot be recipients and the issues are relevant to the City priorities. ***The Lead Safe Lynchburg Program has been temporarily suspended by the U.S. Department of Housing and Urban Development.**

Shelter Plus Care Program

The City of Lynchburg received $320,700 in HUD funds in 2002 for the Shelter Plus Care Program. This funding was provided for a five-year period and an extension has been granted for an additional five years. The program provides rental assistance to approximately ten housing units. The overall goal of this grant is to identify homeless persons, ready for permanent housing, and offer additional time, financial assistance and services to reinforce their own resources, skills and motivation to live independently and achieve self-sufficiency. The City conducts the program in collaboration with Lynchburg Neighborhood Development Foundation (LNDF) and Miriam's House. Participants must be considered homeless, have a documented disability, and must cooperate with necessary services. LNDF secures the housing and Miriam's House provides services. Funds are received through the Supportive Housing Program.

During this Action Plan year the City, LNDF and Miriam’s House will continue the operation and sustain this Program to ensure that homeless persons, ready for permanent housing, are offered the opportunity to occupy available units.

Code of Ordinances

The Code of Ordinances of the City of Lynchburg authorizes City Council to designate rehabilitation districts and to waive customer availability charges for connection to the water and sewer systems. Non-profit housing developers may petition Council for the above designation when redeveloping residential property for low- and moderate-income households. Water availability charges of $1,670 per dwelling and sewer availability charges of $2,400 per dwelling may be waived by a majority vote of City Council. This

program is frequently used by Habitat for Humanity. Real estate tax relief is available to the elderly and persons with disabilities earning $19,000 or less per year, with a net worth of $60,000 or less excluding the house in which they live. The City may also exempt from real estate taxes, for 10 years, the increase in value of a house 25 years old or older, which has been rehabilitated. There are also tax incentives provided to businesses that locate within the two designated enterprise zones.

In 2007, the City revised its tax-assessed values of all properties in the City, resulting in a 20% jump in property values across all levels. There was a greater increase in land value to mitigate the disproportionate value placed on improvements. Non-profit organizations that can access soft costs funds (i.e. finance and construction related costs) and grant funds are able to conduct rehabilitation projects in these areas. The for-profit developers are unable to conduct the extent of renovation necessary to make the houses in the target market amenable to modern housing demands.

Because of this cost-to-value disparity, there are several incentives that the City offers to private and corporate entities interested in development in the targeted census tracts. Businesses located in the enterprise zone benefit from tax exemptions on improvement and other tax incentives.

Neighborhood Services Program

The City through its Neighborhood Services Program supports neighborhood revitalization by providing code enforcement of structures in need of repair, the abandoned vehicle program, the weed enforcement/inmate labor program, and illegal dumping. The City has also implemented the Residential Rental Rehabilitation Program that addresses code issues with substandard residential dwelling units by providing for periodic inspection to ensure such units comply with the Uniform Statewide Building Code (USBC). This program will continue its focus in the CDBG targeted neighborhoods found to have blighted residential rental dwelling units or be in need of inspection to prevent deterioration

Federal Housing Programs

The Lynchburg Redevelopment and Housing Authority operates the four Publicly-Owned Housing Complexes in the City, and as such receives Comprehensive Grant Funds from the U. S. Department of Housing and Urban Development on an entitlement basis. LRHA owns and operates 328 units in these four sites: Dearington, 100 units; Birchwood, 103 units; Langview, 50 units; and Brookside; 75 units. The complex's units are composed of 29 one-bedroom, 152 two-bedroom, 114 three-bedroom, 28 four-bedroom, and 5 five-bedroom. There is no planned increase or decrease in the number of public housing units. All units are well maintained; all four complexes have long-term physical and social viability.

In addition to permanent housing provided by LRHA, there are several Publicly-Assisted Housing Units throughout the City. There are ten multi-family privately owned, federally assisted, and managed units in Lynchburg that provides project-based rental assistance to low-income persons, the elderly, and persons with disabilities. Some private property owners participate in LRHA's Section 8 program, accepting vouchers from assisted families.

With the maturation of the Central Virginia Homeless and Housing Coalition (HHC), several area non-profit housing developers have been assisted with HUD funds through the Supportive Housing Program (SHP) to develop transitional and permanent housing opportunities for disabled homeless. The transitional housing providers include Miriam's House, a transitional facility for homeless women and children, and Lynchburg Community Action Group's Family Living Center for homeless families. Permanent housing providers are Rush Homes with five new units for disabled homeless in the region, and LNDF with ten units at Cornerstone. In all cases, case management is provided to residents so that they continue with necessary services while they work to join mainstream activity.

Because of adopting methods to specifically identify the chronically homeless persons in the City, the HHC membership has initiated a shift in focus to provide services to meet the specific needs of these individuals and families. It is a topic regularly discussed at the bi-monthly meetings of the directors of the emergency shelter and transitional living (TL) facilities. As a participating member of HHC, the City maintains awareness of the issue of chronic homelessness and supports and engages in the strategies employed by the other members of HHC in meeting the needs of this portion of the homeless population.

LNDF was awarded $412,000 from HUD's Supportive Housing Program, along with matching funds from the State, to provide 10 units of affordable permanent rental housing for disabled homeless persons and families. Two buildings in Lynchburg have been acquired and will be renovated for the project, called the Cornerstone. There will be eight one-bedroom units and two two-bedroom units. The partners are LNDF as owner/developer, Miriam's House as service provider and Community Housing Partners Corp (CHPC) as property manager.

Rush Homes has five housing units in their program that provide permanent affordable homes with support services for homeless adults with disabilities. The purpose of the Supportive Housing Program is to assist people with disabilities who are experiencing homelessness in the transition to permanent housing, and to enable them to live as independently as possible. Rush Homes provides a fully furnished home and clients pay an affordable rent based on income. Rush Homes provides case management services and links clients with other needed services such as budgeting, childcare, employment services, and health care.

Lynchburg Community Action Group (Lyn-CAG), a local nonprofit, in conjunction with the John J. Wellons Foundation, Inc. is currently sponsoring and constructing a HUD Section 202 apartment complex. This apartment community will make 71 one-bedroom, rent-assisted, affordable housing units available to lower income seniors.

The U.S. Treasury has supported the development of financial institutions that primarily operate in distressed communities and offer credit to low- and moderate-income households. These Community Development Financial Institutions (CDFIs) then qualify for consideration in annual, competitive funding rounds for funds that match the terms and amounts of funds raised through the private sector. This program has the potential to provide considerable leverage for local funds.

Lynchburg Community Loan Fund (LCLF) is a CDFI that provides housing loans in the form of subordinate mortgages for the purchase and repair of homes. The investment

area includes the more blighted areas of the City of Lynchburg, and the target population is borrowers earning at or below 80% of the Area Median Income (AMI). In operation for five years, LCLF received seed funds from CDBG and has provided loans in excess of $*90,000* to the target population.

Historically, the larger banking community has been the major investors in CDFIs. This has been seen in Lynchburg as several local banks offered long-term pledges of contributions to LCLF for its loans. As a non-profit CDFI, LCLF can obtain grant funds to reduce the costs of funds and further spread its resources. As it grows, LCLF will consider additional loan products, such as facilities lending, and expanding the territory it serves under Treasury certification. The Board of LCLF is conducting strategic planning to conduct feasibility studies of such expansion and the effect on the original target market.

State Housing Program

State program funds are funneled to the City through other non-profit organizations, which assist with homeownership and weatherization of homes for low-income residents.

Central Virginia Regional Loan Fund: Lynchburg Neighborhood Development Foundation receives approximately $800,000 per year in regional loan funds from the Commonwealth of Virginia. These funds can be used for first-time buyers in the form of low-interest loans, either in rehabilitation or new construction in the Central Virginia Planning District. These funds are available to persons under 60 percent AMFI who can qualify for low-interest mortgage funds. City HOME dollars and other private agencies supplement these funds with subordinate, forgivable loans to cover down payment and closing costs.

Weatherization and Emergency Assistance Programs: Lynchburg Community Action Group (Lyn-CAG) participates in programs that provide funds to weatherize homes of low-income persons; they usually involve improving the heating systems, doors and windows, and insulating the structure. This program also receives support from the City through the CDBG program. They also receive Virginia Department of Social Services and other State share grants to assist in their varied housing programs.

Lyn-CAG also administers a Paint Program, utilizing the state's **Neighborhood Assistance Program** (NAP), through which paint products are made available to low-income homeowners who can provide the labor to complete their painting projects.

Affordable Housing Preservation Program: Funds from this flexible source distributed by the Virginia Department of Housing and Community Development (DHCD) have been used by several housing development agencies including Rush Homes and LNDF. Coupling these funds with other funds specifically directed to projects serving special needs populations has resulted in a significant increase in the number of accessible houses available in Lynchburg.

Investment Equity through Tax Credit Programs

Federal Low Income Housing Tax Credits
This source of financing affordable housing development has been used in Lynchburg since the program's inception in the mid 1980s. Several groups have used this program,

including: New Land Samaritan Inns has operated the Gateway for approximately eight years. The Gateway serves as transitional housing for up to 23 men who were formerly homeless, and who agree to undergo treatment for substance abuse and/or training to improve work skills. Miriam's House is a similar program for women and their children.

Other, scattered site projects have been developed for affordable rental housing throughout the City using a combination of private equity investment and federal rental assistance programs. Most recently, two projects, College Hill Homes and Central City Homes, have used LIHTC to develop 65 affordable rental units through renovation and adaptive re-use of existing houses and building throughout Lynchburg's central city neighborhoods. In some cases, buildings were donated to the projects from LRHA, and the City has invested HOME funds in both.

Federal and State Historic Preservation Tax Credits

Lynchburg is a historic city and one that, over a century ago, was the second wealthiest city in the country on a per-capita basis. It was a port and distribution center on the James River and its leadership was comprised of wealthy merchants. Therefore, the housing stock, especially in the older city, is of excellent quality and unusual design and architecture. Preserving these buildings has not always been a City priority but in recent years has taken on major significance. The Lynchburg Historical Foundation (LHF) is a non-profit organization that supports preservation efforts and works with local professionals and residents to maintain this important part of the City's history. LHF also applies City CDBG funds as a match to funds it provides to residents of historic districts interested in preserving their homes. LHF also works with other organizations such as Lynchburg College's Center for the History and Culture of Central Virginia to research and develop the record of Lynchburg's past. As revitalization of the City's downtown gains momentum, preservation will be a critical issue in terms of construction and in terms of funds. Many local residents, businesses and non-profit organizations have begun to use the federal and state historic tax credits and enterprise zone tax credits. The amount of investment from the sale of these credits has increased substantially since the State credits have become effective.

The investment opportunities in the development of historic properties in Virginia are two-fold. In addition to credits against federal income tax liability, investors can also seek credits against state income tax liability. A combined maximum of 25% of the cost of approved basis is available for tax credits under the state program and 20% is available under the federal program. This incentive for investors to participate in the revitalization of the City, its downtown, and its residential neighborhoods is a positive boost to the City's plans for the future.

Private Resources

Greater Lynchburg Habitat for Humanity provides new single-family housing for purchase by low- and moderate-income families. Habitat has constructed *275* such houses to date using mostly private donations and significant support from the churches and faith communities. The City has provided some CDBG funds to cover the costs of water and sewer connection fees, and land acquisition. Habitat serves the low- and very low-income population able to purchase a home. The City continues to encourage Habitat to renovate historic homes in the CDBG eligible area. This preserves the fabric of our historic neighborhoods and prevents further deterioration and vacancy in these areas.

Managing the Process

1. Identify the lead agency, entity, and agencies responsible for administering programs covered by the consolidated plan.

2. Identify the significant aspects of the process by which the plan was developed, and the agencies, groups, organizations, and others who participated in the process.

3. Describe actions that will take place during the next year to enhance coordination between public and private housing, health, and social service agencies.

Action Plan Managing the Process response:

The Department of Community Development, Grants Administration Division, is the lead agency and is responsible for the administration of the CDBG and HOME Programs.

The Grants Administration staff used local news media and non-profit agencies serving the low-to-moderate income persons to broaden pubic participation in the development of the Action Plan, including outreach to minorities and non-English speaking persons and persons with disabilities.

Primarily, the City's strategies will be conducted in the various partnerships the City enjoys with the public and private housing developers, health, and social service providers operating in the City and in the region. These include public partners, such as the Lynchburg Neighborhood Development Foundation (LNDF), Lynchburg Redevelopment and Housing Authority (LRHA), Lynchburg Health Department, and several private non-profits such as Lynchburg Community Action Group (Lyn-CAG), and Miriam's House. These and others work separately and collectively, along with City staff, on projects that achieve the goals stated by City Council.

Citizen Participation

1. Provide a summary of the citizen participation process.

Action Plan Citizen Participation response:

The Grants Administration Division ensured that City Council was kept advised of the annual consolidated planning process, in accordance with the City's adopted, Citizen Participation Plan.

It is the intent of the City of Lynchburg to encourage and facilitate the participation of residents of the City in the formulation of priorities, strategies, and funding allocations in the Consolidated Plan and Annual Action Plan. The City continues to provide opportunities for citizen involvement on community development issues.

On Tuesday, January 22, 2008, the City published a notice in the local newspaper, indicating the acceptance of applications for funding programs, projects and activities under the CDBG and HOME Programs. The deadline for submission was February 22, 2008. This advertisement indicated the expected amount of funding for both the CDBG

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The Community Development Advisory Committee (CDAC) met on April 11, 2008 and reviewed all project applications. The Committee made recommendations to City Council for projects that they concluded would be most beneficial to the low and moderate income persons within the targeted neighborhoods and within the broad national goals established by HUD of providing decent housing, a suitable living environment and expand economic opportunities.

In accordance with the City's adopted Citizen Participation Plan, a public hearing was held on May 13, 2008, to obtain citizen comment during the Plan development. A public notice advertisement was placed in the local newspaper advising the public of this hearing on April 21, 2008.

*Please note that Citizen Comments and Responses may be included as additional files within the CPMP Tool.

Institutional Structure

1. Describe actions that will take place during the next year to develop institutional structure.

Action Plan Institutional Structure response:

The City's Department of Community Development is responsible for carrying out the provisions of this Plan. Working in conjunction with its public and private partners, City staff will distribute, monitor, and execute the functions of the plan and reports on its progress. Coordination with other departments within City administration is essential to smooth delivery of services, and the achievement of desired outcomes.

Monitoring

1. Describe actions that will take place during the next year to monitor its housing and community development projects and ensure long-term compliance with program requirements and comprehensive planning requirements.

Action Plan Monitoring response:

The Grants Administration Division of the Department of Community Development is responsible for monitoring programs that receive CDBG and HOME funds, according to HUD regulations. A subrecipient agreement is prepared for all agencies outside of the local government. This agreement contains the required HUD applicable statutory and regulatory requirements.

Monitoring of projects is done in several ways. First, subrecipients are reimbursed for expenses, rather than provided funds up-front. The City requires receipts, time sheets, and other relevant documentation with the reimbursement request. In addition, subrecipients are required to submit quarterly performance reports, which are reviewed for consistency with the City's program and financial records. All subrecipients are visited on-site at least once per year by Community Development and Financial Services Department staff for monitoring. At the on-site monitoring visits for the housing and acquisition projects a random selection of address files are reviewed for program compliance. For all other projects, a visual inspection is made of the various accomplishments completed with program funds and a narrative submitted on the benefits for low and low-to-moderate income persons. There is a monitoring checklist that is completed at the time of the review and then summarized. The financial reviews include a selection of reimbursements from City and traced through receipt and disbursement of funds. When all staff has completed their reviews, the monitoring comments are compiled and a letter written to the agencies advising them of the results of the monitoring reviews and if any corrective action is needed. Technical assistance is provided as needed, or requested.

City staff reviews the quarterly reports for each CDBG and HOME project that is funded to ensure that the City is meeting the goals and objectives stated in the Consolidated Plan. For projects that are not meeting the goals established in the Consolidated Plan and Annual Action Plan, City staff will contact the agency to discuss the project and the necessary action that will be needed to bring the project to a current status.

City staff will review each CDBG and HOME project to ensure that funds are being expended in accordance with the program regulations, and that the project funds are being expended in a timely manner. If a project has not expended funds during the quarterly review, City staff will contact the agency to discuss the project status and the importance of expending the project funds in a timely manner.

For ongoing HOME rental projects, City staff requires the agency responsible for the project to submit to the City an annual HUD HOME Monitoring Checklist, Project Compliance Report for Rental Housing and Project Compliance Checklist. This information is reviewed for HOME Program compliance.

The City's CDBG and HOME funds are audited in conjunction with the City's annual audit. City Council reviews on an annual basis the remaining project funds and determines if funds will be retrieved from agencies and reprogrammed to other projects.

Lead-based Paint

1. Describe the actions that will take place during the next year to evaluate and reduce the number of housing units containing lead-based paint hazards in order to increase the inventory of lead-safe housing available to extremely low-income, low-income, and moderate-income families, and how the plan for the reduction of lead-based hazards is related to the extent of lead poisoning and hazards.

Action Plan Lead-based Paint response:

In July of 2007, the U.S. Department of Housing and Urban Development temporarily suspended the City's Lead Safe Lynchburg Program.

HOUSING

Specific Housing Objectives

*Please also refer to the Housing Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve during the next year.

2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Action Plan Specific Objectives response:

The goals identified by City Council form the housing priorities for this plan, and guide the direction of City funds and other available resources. The following are the priorities and strategies to reach them.

Create new home ownership opportunities for low- and low-to-moderate-income families

The City agrees with the national priority to increase the homeownership rate, particularly for low- or moderate-income families. Homeownership promotes stable neighborhoods and an increased sense of community along with personal financial investment. Owning a home is usually the largest investment, and largest asset, of most households. The data reveal that homeowners are less likely to experience housing problems (substandard conditions, cost-burdens) than renting families. There are several public and private efforts ongoing in the city to attract more first-time buyers by offering various incentives. The City's Comprehensive Plan states that the City will foster and expand relationships with local lenders to develop partnerships for first-time homebuyers.

In order to increase homeownership, we must be prepared to assist families who are unable to meet the entrance profiles for conventional lending but are still credit-worthy and able to meet their financial obligations. This will mean that the City will need to partner with lenders and/or support alternative lending opportunities, by investing subsidies into the financing. The following are strategies that have been successful in Lynchburg and other places in meeting this priority: (1) continued and increased collaboration with area non-profit agencies, through the distribution of HOME and CDBG program funds; (2) expanded partnerships in the private sector, including corporate and banking sponsorship of homebuyer initiatives; and (3) new incentives to support private developers who build/renovate affordable single-family homes.

These strategies include exploring other public and private funding programs throughout the country to see if they can form models for us to maximize the available loan programs for first-time homebuyers. The use of CDBG and HOME funds to adjust market factors that sometime prohibit credit-worthy homebuyers from access to mainstream lending programs will make a difference in making new homeowners.

Moderate-income renters are an obvious target market for some of these programs. Most moderate-income persons could purchase a suitable house through programs that provide assistance in the form of lower interest rates and flexible loans for down payments and closing costs City partners, such as Lynchburg Neighborhood Development Foundation (LNDF), Lynchburg Redevelopment and Housing Authority (LRHA), Lynchburg Community Action Group (LynCAG), and Habitat for Humanity, share this goal and offer several homeownership programs to meet the needs of the City's low income families

Increase owner-occupied housing units: focus on distressed neighborhoods

The City's Comprehensive Plan states that a range of housing options is desirable but a greater proportion of owner-occupied is determined to create more stable neighborhoods as personal investment in long-range trends is stronger.

The 2000 Census reported 58.5 percent of the City's occupied housing units were owner-occupied, compared with 41.5 percent rental units. This represents a slight increase in the owner-occupied units citywide. A corresponding increase was also identified in the census tracts that make up the target market. However, the ratio of owner-occupied units to rental units is lower than in more stable areas of the city, or than in other parts of the country. Efforts to build attractive markets for homeownership in the neighborhoods surrounding downtown is a necessary part of this undertaking.

In order to achieve long-term stability and investment in the City neighborhoods, we must encourage homebuyers to purchase here. This will entail incremental strategies that include working with developers, banks, and others to take collaborative action to achieve the goal of improving and retaining owner-occupancy and housing conditions for existing homeowners. With limited government resources, the City believes the participation of the private, for-profit sector will be necessary, with government involvement limited to leveraging other resources with CDBG and HOME dollars for those low- and moderate-income households, which require more assistance in order to, become owners.

Additional strategies include: (1) support of new and rehabilitated housing for ownership in a wide range of prices; (2) encourage developers, banks, and homeowners to take individual action in this regard; and (3) provide incentives for buyers and homeowners to invest a portion of personal funds into the project; and (4) assisting service providers to develop full-service housing counseling programs, including a homebuyers' club to develop qualified new purchasers. As a related matter, the City believes that the buyer should enter the process with some equity to minimize the need for subsidy and to spread City investment as broadly as possible.

Rehabilitate substandard housing units

The City's Comprehensive Plan identified housing problems in nearly 3,500 rental properties and 1,460 owner-occupied properties. The City's goal to make all housing safe, decent, and affordable will require that a variety of strategies be implemented simultaneously over the next five years. One strategy is to support financial mechanisms and incentives that encourage individuals in their efforts to repair and keep their homes and properties in good condition. To the extent feasible, owners should

provide their own resources so that limited government funds will be spread to the maximum number of houses.

Another strategy is to extend some assistance programs to private property owners as well as homeowners. As business owners, these property owners are responsible for providing a quality product to the public, i.e. renting out only those properties, which comply with the Building Code. Property owners who do not correct code violations within a thirty-day period will be denied a certificate of occupancy for those units, and therefore, cannot legally rent them out. Potential loss of rental income provides a direct incentive for the property owner to correct the problems. The City is taking a proactive rather than a reactive approach to prevent the further decline of the targeted neighborhoods. The LRHA Rental Rehabilitation Program has received CDBG funds to address observed and eligible repairs according to this strategy.

Clearly, collaboration with other public and private resources will be necessary. The primary home-repair agencies, Lyn-CAG and LNDF, will continue their owner-occupied home repair programs in order to assist this City in achieving its goal.

Strategies will include City support of resident education and training programs that: (1) identify rights and responsibilities of residents; (2) provide skills in home maintenance and upkeep; and (3) support individuals seeking to improve their housing situations. The **City's Residential Rental Property Inspections Program** will continue to be a key strategy through the routine inspections of all rental properties throughout the City. The City's Comprehensive Plan states that it will explore the effectiveness of incentives that encourage the rehabilitation of older rental properties, or possibly develop an awards program to recognize quality rehabilitation and maintenance of rental properties.

City funds will be made available for other housing providers, combining these with investment resources, such as the Low Income Tax Credits program, which can be expanded to increase the stock of safe and affordable housing. However, the City's support of such equity investment for low-income rental units is limited to renovation of existing buildings so that our current stock of housing and structures appropriate for adaptive reuse can be exhausted before new units are constructed.

Acquisition and donation of vacant, blighted properties, by the City and LRHA, and the subsequent transfer to non-profits to develop affordable housing, both rental and owner-occupied, will continue and be expanded, as will the support Lyn-CAG and other organizations that provide assistance to low-income owners.

Support affordable permanent housing initiatives: regional focus

The City will continue to support regional housing activity designed to increase the stock of affordable housing and meet the needs of low-income persons in the surrounding counties. The City will work with the other localities to meet the needs of low and low-to-moderate income persons, homeless individuals and families, and persons with disabilities and other special needs. Transportation initiatives that increase access to services and resources throughout the region will be supported, as well as coordinate, regional requests for public funds (i.e., through HUD and other public federal agencies) so that limited local resources can be leveraged and maximized. The City will continue to direct CDBG and HOME funds to projects within the City, that assist low-income, the

homeless and persons with disabilities, working in conjunction with local and regional service providers

The need for permanent housing for homeless, the disabled, and those with special needs is documented in the Continuum of Care. The scope of the Continuum is regional and therefore, the City's desire is to support permanent housing development throughout the Central Virginia planning district (Planning District 11). All persons in the region should have housing choices and assistance available.

Special needs populations include, but are not limited to, persons who are mentally ill, mentally disabled, physically disabled, and substance abusers/addicts, have AIDS, are homeless, and are elderly and in need of supportive housing. This population is spread throughout the region, but many of the supportive resources are located in the City of Lynchburg. Increased support of regional homeless and special needs facilities and services, such as the regional Disabilities Services Board, will continue to be specific objectives of the City. Another objective will be to improve regional transportation, especially for persons with special needs to maximize access to limited resources.

Support the Healthy Neighborhoods Initiative by improving housing stock

The City is in the process of developing a Healthy Neighborhoods Initiative Program. The mission statement for this initiative is "The City Government will partner with an inspired community to develop and sustain healthy neighborhoods." Five elements will be used to serve as the basis for the development of goals, objectives, and strategies. They are: (i) neighborhood identity and pride; (ii) safety and security; (iii) institutions and services; (iv) family and youth development; and (v) economic opportunity. One goal of this Initiative is to provide support to existing nonprofit organizations in the CDBG-targeted neighborhoods to advance the mission and goals of Healthy Neighborhoods.

Some of the strategies will be to conduct joint meetings with City and nonprofit representatives to define goals and criteria for citywide neighborhood initiatives, expand the role of the community-based nonprofits groups beyond neighborhood watches, assist with leadership within the nonprofits, create an interdepartmental team of City staff to work on an ongoing basis with the nonprofits, improve coordination of city services, and focus on specific neighborhoods as needed**.**

2. Housing Strategies: Interaction with Other Housing Resources

The overarching strategy for accomplishing the housing goals of the City is to conduct activities that complement and enhance the work being done by City departments and their partners using the various sources of public and private funding available.

City of Lynchburg Housing Programs

The City of Lynchburg is an entitlement community under the Community Development Block Grant Program (CDBG) of the U. S. Department of Housing and Urban Development (DHUD). This program allows federal resources to be funneled into various CDBG and HOME-eligible projects. The City receives approximately $900,000 per year from HUD in CDBG funds; approximately two-thirds of these funds go directly to housing and community related services and an additional one-third goes to ancillary services in the community to support housing, enrich social development, and improve communities

and neighborhoods. The City also receives HOME Program funds of approximately $400,000 per year. These funds go to housing rehabilitation, assistance to first-time homebuyers, and new housing construction or rehabilitation for low-income residents.

Federally-funded City Programs

Federally-funded City Programs include Shelter Plus Care and Lead Safe Lynchburg.* (This program is temporarily suspended). The City is open to applying for federal funds in those cases where partnering non-profit or other agencies cannot be recipients and the issues are relevant to the City priorities.

Neighborhood Initiatives Program
The City through its Neighborhood Initiatives Program supports neighborhood revitalization by providing code enforcement of structures in need of repair, the abandoned vehicle program, the weed enforcement/inmate labor program, and illegal dumping. The City has also implemented the Residential Rental Rehabilitation Program that will address code issues with substandard residential dwelling units by providing for periodic inspection to ensure such units comply with the Uniform Statewide Building Code (USBC). This program will be focused the CDBG targeted neighborhoods found to have blighted residential rental dwelling units or be in need of inspection to prevent deterioration

Needs of Public Housing

1. Describe the manner in which the plan of the jurisdiction will help address the needs of public housing and activities it will undertake during the next year to encourage public housing residents to become more involved in management and participate in homeownership.

2. If the public housing agency is designated as "troubled" by HUD or otherwise is performing poorly, the jurisdiction shall describe the manner in which it will provide financial or other assistance in improving its operations to remove such designation during the next year.

Action Plan Public Housing Strategy response:

The Lynchburg Redevelopment and Housing Authority (LRHA) has been operating in the City for almost 50 years. LRHA operations address the housing needs of lower income residents of Lynchburg through the HUD Public Housing and Section 8 Rental Assistance Program. LRHA has developed and currently maintains 327 publicly owned rental-housing units in four different locations: Dearington, Birchwood, Langview, and Brookside. Three of these complexes are located outside of the target area in an effort to avoid adverse impact. All have been undergoing improvement through HUD's Capital Grant Program with upgrades of roofing, siding, heating and air conditioning systems and management improvements. LRHA maintains a virtual 100% occupancy for apartments. The current public housing waiting list numbers 48 households.

The housing needs assessment by the LRHA in its Five-Year Plan indicates that extremely low-income families are in the greatest need of housing assistance and elderly households represent the largest category of household type.

LRHA hopes to address the housing needs of those not eligible for Public or Section 8 housing by working with other agencies of the City including the Department of Human Services and the Alliance for Families and Children. During the Annual Action Plan, LRHA plans to offer homeownership opportunities by utilizing Section 8 rental assistance payments to be used for the purchase of a home.

The Section 8 Housing Choice Voucher Program provides housing assistance resources to 891 families that live in privately owned scattered site housing throughout the community. Normal utilization of vouchers is approximately 98 % per month. LRHA maintains a rental assistance waiting list of 222 households, which is almost five times larger than that for public housing, indicating the interest of applicants in seeking to reside in privately-owned rather than government-owned housing

In addition to tenant-based rent assistance offered through the Section 8 Voucher program, there are ten privately owned and managed federally assisted, multi-family units in Lynchburg that provide project-based rental assistance to low-income persons, the elderly, and persons with disabilities. Despite these efforts to serve lower income residents, the waiting list for housing assistance continues to increase. Seventy-five percent of these families had incomes that did not exceed 30 percent of the area median income. Many of these families now occupy substandard housing or spend a large amount of their income to provide for their shelter needs. Many other families who have applied for housing assistance have been found to have problematic financial or behavioral histories, which would preclude them from participating in these programs.

One of the major providers of privately owned assisted housing is Lynchburg Covenant Fellowship (LCF), the oldest non-profit housing development corporation in the Commonwealth of Virginia. LCF has developed and maintains more than 400 units of assisted housing in Lynchburg. Most units were developed using the Low Income Housing Tax Credit. LCF manages multi-family rental properties for the low- and moderate-income, as well as providing some grants to improve single-family housing.

For those families that are on the waiting list at LRHA and other affordable housing opportunities offered through Lynchburg Neighborhood Development Foundation (LNDF) and Community Housing Partners Corporation (CHPC) their acquisition and renovation of buildings in the central city neighborhoods will provide more than 70 rental units for low to low-to-moderate income persons. Many of these renovated buildings were transferred to LRHA and CHPC, at little or no cost, by LRHA.

Barriers to Affordable Housing

1. Describe the actions that will take place during the next year to remove barriers to affordable housing.

Action Plan Barriers to Affordable Housing response:

To address the affordable housing needs City Council has taken the appropriate role for the City to continue supporting cooperative ventures, to initiate cooperative ventures, and to initiate cooperation where it is lacking. Council has exercised this coordinating role in its allocation of CDBG and HOME funds to subrecipient organizations that provide housing opportunities for homeless, non-homeless, and special-needs households.

The annual housing goals for this Action Plan are as follows:

- Provide priority assistance to programs designed to create new home ownership opportunities available to low- and moderate-income buyers.
- Increase the number of owner-occupied units through support of public and private homebuyer programs. Emphasis is to be placed on programs, which require an investment of funds and/or labor on the part of the buyer, which are commensurate with the buyer's resources.
- Rehabilitate substandard housing units through support of public and private programs. Emphasis is to be placed on programs, which require an investment of funds and/or labor on the part of the owner, which are commensurate with the owner's resources. In addition, maintenance of homes will be enforced through applicable ordinances and building code requirements, and through owner initiatives to rehabilitate existing rental properties.
- Support initiatives to increase permanent affordable housing opportunities for low-income households and Special Needs Populations* and encourage regional cooperation of this goal throughout the Region 2000 area.
- Support the Healthy Neighborhoods Initiative by improving housing stock.

*Special Needs Populations include, but are not limited to, the mentally ill/mentally disabled, physically disabled persons, substance abusers/addicts, persons with AIDS, the homeless, and elderly persons in need of supportive housing.

To meet these goals the following programs will be funded during this program year.

New Homeownership Assistance: Seeks to provide decent housing through activities that provide affordability for low-to-moderate income persons. The activities include first-time homebuyer downpayment assistance (Lynchburg Homeownership Program) and Affordable Housing Loans by writing down the interest rate for clients to obtain private financing.

Housing Rehabilitation: This program will provide decent housing through activities that provide affordability for low-to-moderate income persons. The activities include owner-occupied housing rehabilitation, energy efficient weatherization, rental rehabilitation, housing development, and minor repair rehabilitations. The activities include CDBG Housing Rehabilitation, HOME Owner-occupied Rehabilitation projects, Rental Rehabilitation, and CHDO Housing Ownership Opportunities.

Housing Acquisition: This program will provide decent housing through activities that provide sustainability to the low-to-moderate income neighborhoods to eliminate slums or blighted areas within the CDBG-targeted neighborhoods. The activities include Spot Blight Acquisition, and Tinbridge Acquisition.

Residential Rental Property Inspection Program: This program will provide decent housing through activities that provide sustainability to the low-to-moderate income neighborhoods. The City will support these activities through code enforcement to reduce the number of rental properties that have code violations and are health, safety and public welfare concerns.

Affordable Housing for Special Needs Population: This program will provide decent housing through activities that makes availability/accessibility opportunities (i.e. housing, shelter accessibility) for low-to-moderate income persons including those with disabilities. The Homeless and Housing Coalition has submitted the Continuum of Care, which outlines the objectives and strategies to provide permanent housing for the homeless/persons with disabilities. The CDBG program public service funds are used to assist the non-profit agencies in providing the services for the clients to obtain and maintain permanent housing.

HOME/ American Dream Down payment Initiative (ADDI)

1. Describe other forms of investment not described in § 92.205(b).

2. If the participating jurisdiction (PJ) will use HOME or ADDI funds for homebuyers, it must state the guidelines for resale or recapture, as required in § 92.254 of the HOME rule.

   The City disburses HOME funds for both owner-occupied projects and for rental projects. Funds are usually provided in the form of forgivable loans, directly and indirectly to the borrower. The City places a lien on the property in the amount of the HOME investment, recording a deed of trust and a deed of trust note in cases where investment is outside of the target market. In projects within the target market, the City holds a note for the period of recapture or forgiveness. Recapture of HOME is in accordance with program regulations. If the eligible buyer ceases to occupy the unit and does not transfer to an eligible purchaser under HOME guidelines (80% AMFI), recapture will occur for the remainder of the loan period. The recapture period can extend for the life of the primary loan, but is usually for a period determined by the amount of funds borrowed, from five to fifteen years.

3. If the PJ will use HOME funds to refinance existing debt secured by multifamily housing that is that is being rehabilitated with HOME funds, it must state its refinancing guidelines required under § 92.206(b). The guidelines shall describe the conditions under which the PJ will refinance existing debt. At a minimum these guidelines must: **(N/A)**
   a. Demonstrate that rehabilitation is the primary eligible activity and ensure that this requirement is met by establishing a minimum level of rehabilitation per unit or a required ratio between rehabilitation and refinancing.
   b. Require a review of management practices to demonstrate that disinvestments in the property has not occurred; that the long-term needs of the project can be met; and that the feasibility of serving the targeted population over an extended affordability period can be demonstrated.
   c. State whether the new investment is being made to maintain current affordable units, create additional affordable units, or both.
   d. Specify the required period of affordability, whether it is the minimum 15 years or longer.
   e. Specify whether the investment of HOME funds may be jurisdiction-wide or limited to a specific geographic area, such as a neighborhood identified in a neighborhood revitalization strategy under 24 CFR 91.215(e)(2) or a federally designated Empowerment Zone or Enterprise Community.

f. State that HOME funds cannot be used to refinance multifamily loans made or insured by any federal program, including CDBG.

4. If the PJ is going to receive American Dream Down payment Initiative (ADDI) funds, please complete the following narratives: **(N/A)**
   a. Describe the planned use of the ADDI funds.
   b. Describe the PJ's plan for conducting targeted outreach to residents and tenants of public housing and manufactured housing and to other families assisted by public housing agencies, for the purposes of ensuring that the ADDI funds are used to provide down payment assistance for such residents, tenants, and families.
   c. Describe the actions to be taken to ensure the suitability of families receiving ADDI funds to undertake and maintain homeownership, such as provision of housing counseling to homebuyers.

Action Plan HOME/ADDI response:

HOME SUBMISSION REQUIREMENTS

1. Resale Provisions

The City disburses HOME funds for both owner-occupied projects and for rental projects. Funds are usually provided in the form of forgivable loans, directly and indirectly to the borrower. The City places a lien on the property in the amount of the HOME investment, recording a deed of trust and a deed of trust note in cases where investment is outside of the target market. In projects within the target market, the City holds a note for the period of recapture or forgiveness. Recapture of HOME is in accordance with program regulations. If the eligible buyer ceases to occupy the unit and does not transfer to an eligible purchaser under HOME guidelines (80% AMFI), recapture will occur for the remainder of the loan period. The recapture period can extend for the life of the primary loan, but is usually for a period determined by the amount of funds borrowed, from five to fifteen years.

2. HOME Matching Requirements

HOME matching requirements are met by volunteer hours committed through non-profit agencies.

3. HOME Assistance

Previously assisted HOME projects were funded for existing or new homeowners and rental assistance. During the five-year period of this plan, the City of Lynchburg expects to utilize HOME funding for rehabilitation, new construction, and development of rental assistance projects.

4. Tenant-based Rental Assistance

The HOME funds are not used for tenant-based rental assistance. Tenant assistance is provided through the Shelter Plus Care Program.

5. Other Forms of Investment

The City of Lynchburg does not intend to use other forms of investment.

6. Affirmative Marketing

The City's affirmative marketing procedures are included as Appendix A.

HOMELESS

Specific Homeless Prevention Elements

*Please also refer to the Homeless Needs Table in the Needs.xls workbook.

1. Sources of Funds—Identify the private and public resources that the jurisdiction expects to receive during the next year to address homeless needs and to prevent homelessness. These include the McKinney-Vento Homeless Assistance Act programs, other special federal, state, local, and private funds targeted to homeless individuals and families with children, especially the chronically homeless, the HUD formula programs, and any publicly owned land or property. Please describe, briefly, the jurisdiction's plan for the investment and use of funds directed toward homelessness.

2. Homelessness—In a narrative, describe how the action plan will address the specific objectives of the Strategic Plan and, ultimately, the priority needs identified. Please also identify potential obstacles to completing these action steps.

3. Chronic homelessness—The jurisdiction must describe the specific planned action steps it will take over the next year aimed at eliminating chronic homelessness by 2012. Again, please identify barriers to achieving this.

4. Homelessness Prevention—The jurisdiction must describe its planned action steps over the next year to address the individual and families with children at imminent risk of becoming homeless.

5. Discharge Coordination Policy—Explain planned activities to implement a cohesive, community-wide Discharge Coordination Policy, and how, in the coming year, the community will move toward such a policy.

Action Plan Special Needs response:

The Homeless and Housing Coalition of Central Virginia (HHC), formed in May of 1997 is charged with the responsibility of coordinating efforts to end homelessness through a variety of active committees. HHC members contribute voluntarily to maintain the HHC and Continuum of Care. There is no paid staff or designated entity devoted to convening the Coalition's activities or process. However, Miriam's House, a private non-profit, transitional living center, has assumed the lead in facilitating meetings, coordinating notices, and moving the HHC along a path to meet the standards set by HUD and the needs of the Planning District 11 community.

The Homeless and Housing Coalition is committed to a Continuum of Care (CoC) that is a strategic plan involving all stakeholders, and providing a seamless system of service

delivery to all homeless families and individuals within Central Virginia. The CoC is a dynamic work in progress, open to review by the entire Coalition as well as HHC committees. Lynchburg City Council has approved the CoC as a cornerstone of its Consolidated Plan.

The HHC regularly publicizes its mission, which is to develop, sustain and coordinate a comprehensive, seamless system of services for homeless citizens of the cities of Bedford and Lynchburg and the Counties of Amherst, Appomattox, Bedford and Campbell, in order to move the homeless population toward self-sufficiency and ultimately to end homelessness. The HHC recruits new members and advocates continuously, seeking to diversify its membership and include public and private organizations whose work affects the Central Virginia homeless population

The Continuum of Care lists the objectives articulated by the Housing and Homeless Coalition, created in 1996 to define the scope of services available for low-income persons, ranging from the homeless to those ready to enter into home purchase. The various degrees of homeless shelters and housing services ranging from prevention efforts to permanent housing programs are identified and listed in this document.

During 2007, the Homeless and Housing Coalition (HHC) have focused on developing a more comprehensive plan to end chronic homelessness. The Homeless and Housing Coalition hosted an in-person HHC Orientation, which educated over *30* individuals about the Homeless and Housing Coalition's history, philosophy, goals and objectives. The HHC has progressed in producing additional outreach strategies and programs aimed at rural homelessness. This includes the formation of a Homelessness Work Team in Amherst County and a strengthened relationship between the HHC and Appomattox Department of Social Services.

The HHC has conducted a Point-in-Time survey of homeless individuals each year from 1997 to 2006. including an inventory of homeless beds. On January 26, 2008, the City of Lynchburg conducted the first ever actual homeless street count. The results of that street count should be available during the fiscal year.

The HHC believes that the percentage of chronically homeless has always been between 10 and 20 percent of the homeless population based on anecdotal information from emergency shelter and Transitional Living (TL) program directors. Identifying the chronically homeless and their needs is regularly discussed at the bi-monthly Shelter/TL Director's meetings.

More detailed analysis of need and gaps in services to the homeless and for homeless prevention is contained in the Continuum of Care.

In addition, the HHC has focused on strengthening the provision of services to all homeless individuals and to creating permanent housing opportunities for those identified in the annual Point-in-Time survey. The City has received Shelter Plus Care funding for ten supportive housing units. Lynchburg Neighborhood Development Foundation (LNDF) has received a Housing and Urban Development (HUD) grant for the development of 11 units of permanent rental housing for disabled homeless persons and families. Miriam's House will provide supportive services for these units.

Virginia: Sharing a Common Wealth to End Homelessness is a comprehensive plan developed as part of a Policy Academy initiative supported by Virginia Governor Mark Warner. The plan, which is Virginia's Ten Year Plan, includes increasing housing units by 300 units annually, expanding use of mainstream resources, initiating rental assistance for homeless families and increasing state funding to shelters and transitional living programs. Furthermore, the plan places emphasis on the needs of the chronically homeless through the creation of new funding streams directed at increasing rental assistance and reducing barriers to mainstream resources.

In conjunction with the State's comprehensive plan, the HHC has developed a plan to end homelessness by 2012 and it represents the HHC's efforts at building congruence with the statewide plan while being specifically responsive to our local needs. The Continuum of Care provides the objectives and strategies for of this Plan.

Emergency Shelter Grants (ESG)

(States only) Describe the process for awarding grants to State recipients, and a description of how the allocation will be made available to units of local government.

Action Plan ESG response: **N/A**

COMMUNITY DEVELOPMENT

Community Development

*Please also refer to the Community Development Table in the Needs.xls workbook.

1. Identify the jurisdiction's priority non-housing community development needs eligible for assistance by CDBG eligibility category specified in the Community Development Needs Table (formerly Table 2B), public facilities, public improvements, public services and economic development.

2. Identify specific long-term and short-term community development objectives (including economic development activities that create jobs), developed in accordance with the statutory goals described in section 24 CFR 91.1 and the primary objective of the CDBG program to provide decent housing and a suitable living environment and expand economic opportunities, principally for low- and moderate-income persons.
   *Note: Each specific objective developed to address a priority need, must be identified by number and contain proposed accomplishments, the time period (i.e., one, two, three, or more years), and annual program year numeric goals the jurisdiction hopes to achieve in quantitative terms, or in other measurable terms as identified and defined by the jurisdiction.

Action Plan Community Development response:

Support Economic Development

The City's goal is to encourage more commercial and industrial development in order to provide more jobs in the inner city. We will use the following strategies: (1) increase Community Development Division participation in downtown redevelopment and revitalization especially to support the majority of residents who are low- and moderate-

income; (2) review and seek to continue to provide financial assistance for facade improvement grants to businesses in the downtown census tract to further redevelopment in this area and instill pride in our Main Street; (3) encourage continued support from the area banks in the privately-funded Enterprise Zone Loan Pool, which provides reduced rate loans to eligible businesses; (4) continue to support the Business Development Centre, a non-profit organization which provides Small Business Administration loans, other loans, and technical assistance to emerging businesses; and (5) continue participation in the Welfare to Work program that encourages welfare recipients to take advantage of job opportunities that will promote work and encourage the formation and maintenance of stable families. The City will also support projects that recruit and train low income persons and assist them in obtaining employment. The City will continue its efforts to establish a third enterprise zone and continue implementation of the downtown master plan for the redevelopment of downtown. Finally, a strategy to accomplish the City's objective is to bank on its entitlement resources through the Section 108 guaranteed loan program and HUD's economic development initiatives.

Eliminate neighborhood deterioration and blight

The City will continue its coordinated and aggressive code enforcement of dealing with weeds, abandoned motor vehicles, litter, and vacant buildings in an effort to improve the safety and appearance of neighborhoods, in which people live, work and play. The City will continue to use supervised inmate labor from the local jail to secure abandoned buildings against illegal entry, clean illegal dumpsites, and cut weeds on neglected properties. The Community Planning and Development staff will continue to involve the Police Department, Fire Marshall, and Lynchburg Redevelopment and Housing Authority in determining the priority for demolition of substandard housing. The above is part of the City's ongoing Neighborhood Initiatives Program, and is a high priority activity.

Another segment of this program is the continued support of the Code Enforcement Task Force, a group of City employees whose job responsibilities relate to enforcement and/or quality of life issues. This Task Force will continue to focus on enforcing codes in a fair and effective manner; devise new strategies to address neighborhood/citizen concerns; and walk neighborhood streets as a group so that they can see and hear concerns first-hand and respond with their own observations.

The City will continue its selective demolition program in the targeted neighborhoods. The program is focused on demolition of non-historic structures and site preparation for the collaboration with non-profit housing providers to offer the sites for housing construction and the waiver of fees for landfill and demolition costs.

Public infrastructure in the downtown area is being addressed by the Combined Sewer Overflow (CSO) project and street improvements as part of the downtown redevelopment. The City will *seek to complete the CSO project within the next three to five years.* The Riverfront Park will meet recreational and entertainment needs for the City and region, in particular the targeted neighborhoods.

The City supports the Downtown Façade Improvement project through the CDBG Program in conjunction with the downtown redevelopment projects.

Support organized neighborhood association efforts

The City plans to work with neighborhood organizations, particularly those in the CDBG-targeted areas, to become more livable by addressing quality of life issues such as infrastructure, housing redevelopment, and services needed by the residents. In addition, the neighborhood organizations are going to be encouraged to support this goal by providing community volunteers and seeking financial resources to leverage the activities proposed for the neighborhood. Building on the recommendation of the Comprehensive Plan for neighborhood partnerships this goal has been added and will be a major focus of the multi-discipline areas.

Support Park and recreation improvements

The City is moving forward on plans to further develop and upgrade the Blackwater Creek Natural Area access, Kemper Street Bike/Hike Trail, the Community Market, and Riverside Park for recreational purposes using a combination of local, state, and federal funding which has already been approved. The City's goal is to have these projects substantially completed by the end of the five-year period.

Encourage Preservation of properties

The City, being over 200 hundred years old, has many historic commercial and residential properties. There are also six (6) locally designated historic districts, as well as the Downtown, which is an historic advisory area. The City will continue to financially support the Historical Foundation matching Repair Assistance Program; expand the museum system; and place a priority on renovation of old structures such as The Legacy of African American History Museum and Amazement Square. The City is aware of the advantages of historic preservation in relation to economic development and tourism and will continue to support activities in these areas. The City plans to assist at least 25 homeowners through the Repair Assistance Program and the preservation of five historic properties in the five-year period of this Plan.

Support public service providers

The City will continue to support public service providers in order to meet the needs of the low-to-moderate income persons, homeless, persons with disabilities and special needs population. In addition to the services provided by the City's Human Services Department, there are many nonprofit organizations that coordinate with the City to provide the services needed.

Other Supportive Resources

The City is fortunate to have several resources through which services are delivered to the community. Some of these receive funding from the public sources, such as federal and state grants. Others are private activities operating solely with donated funds from the private sector. In all cases, the City encourages this work and relies on it to complement its social service functions to City residents. The following describes a few programs and lists others that are active in the City.

The Lynchburg Commonwealth Attorney's Office engages in a **Community Prosecution Program,** which incorporates a grass-roots approach to justice, involving a

partnership between citizens, law enforcement and other government agencies in problem-solving efforts to address the safety and quality of life concerns in a defined geographic target area. The key element to this Program is the neighborhood involvement. The people in a neighborhood must invest themselves emotionally and be energized to come together and make a difference and have a safer community to raise their families. When the community has an emotional investment in the improvement of its quality of life, then each neighbor is actively engaged in crime prevention.

The Johnson Community Health Center (JCHC), a full-service medical facility. was just designated a **Federally-Qualified Community Health Center** and recipient of significant federal grants. Several years ago, JCHC was created by CentraHealth, with funds from its Foundation, to meet the observed and severe primary health care needs of the community, especially those of low-income. Centra has invested more than $1 million to build and staff JCHC and provided ongoing support through the Foundation to continue its progress. When seeking the federal qualifications, JCHC split from Centra Health and established itself as a separate organization with more than 50% of its Board of Directors coming from patients at JCHC. The goals of JCHC have meet met and it continues to expand to meet health needs in the Lynchburg and surrounding community.

Security concerns in multi-family housing are addressed by LRHA who employs a Security Company to provide security to all four complexes. The Security Guards who are employed work closely with the Lynchburg Police Department to make sure all Police Department Policies are followed. This successful collaboration has allowed LRHA to quickly respond to illegal activity and enforce the "One Strike You're Out" policy and stop undesirable tenants' activity.

Several more resources are available for assisting low-income persons achieve reasonable social and economic goals as the following list indicates.

Education and employment training
- Adult Learning Center,
- Westminster Presbyterian Church (literacy program)
- New Land Jobs
- Lynchburg City School System's R.O.D.E.O. program.
- Region 2000 Workforce Investment Board

Health Care
- Central Virginia Community Services Board
- Free Clinic of Central Virginia
- Central Virginia Public Health District

Transportation Services
- Greater Lynchburg Transit Company (city bus service)
- Lyn-CAG through its HOPWA funds offers transportation to its clients

Child Care
- Elizabeth' Early Learning Center
- Bethune Nursery School

Legal Services
- The Virginia Legal Aid Society
- Public Defenders' Office

Homeownership counseling
- Share HIP, Homebuyers Club (LynCAG)
- LNDF Borrowers' Services

Case management and general community support
- Central Virginia Community Services Board
- The Daily Bread Day Shelter
- The Lynchburg Area Food Bank
- Crisis Line, a crisis intervention hotline
- Central Virginia Area Agency on Aging

Numerous civic groups such as the Kiwanis provide gifts of volunteer time and money to assist the low-income persons. The YWCA-Downtown Branch offers transitional housing for battered women, along with permanent housing above their offices, located in downtown. The ARC of Central Virginia provides enhanced physical and occupational therapy, supported employment, communication facilitation, and nursing care to individuals with mental retardation. The Lynchburg Area Center for Independent Living Inc. is a private non-profit, non-residential consumer driven organization that promotes the efforts of persons with disabilities to live independently in the community and supports the efforts of the community to be open and accessible to all citizens.

In addition to the multiple public and private agencies providing supportive services to low-income citizens, the City currently employs a 24-hour citizen service phone contact that coordinates with the United Way-sponsored Information and Referral Hot Line to inform citizens of the available services.

Identified Objectives/Benchmarks and Performance Measures

The charts below illustrate the various benchmarks the City plans to meet during each Annual Action Plan of the 2005-2010 Consolidated Plan**.**

New Homeownership Assistance

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2005	2006	2007	2008	2009	2005	2006	2007	2008	2009
Homeownership	15	15	15	15	15					

The City's goal in the Consolidated Plan is to promote stable neighborhoods and increase a sense of community along with personal financial investment. To achieve this goal the City would provide support of potential homebuyer programs through investment of HOME and CDBG dollars that could assist low-income families in purchasing their first home.

Housing Rehabilitation and Weatherization/Emergency Home Repairs

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2005	2006	2007	2008	2009	2005	2006	2007	2008	2009
Housing Rehabilitation	25	25	25	25	25					
Weatherization/ Emergency Repair	40	40	40	40	40					

The City's goal in the Consolidated Plan is to make every housing unit safe, decent, and affordable regardless of the service. In addition, the City assistance programs would extend to eligible rental activities.

Residential Rental Property Inspections Program

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2005	2006	2007	2008	2009	2005	2006	2007	2008	2009
Rental Inspections	1,000	1,000	1,000	1,000	1,000					

The City's goal in the Consolidated Plan in addition to the Residential Rental Property Inspections Program was to continue support for the Code Enforcement Program to reduce the number of rental properties that have code violations and are health, safety, and public welfare concerns.

Initiatives to Increase Affordable Housing for Low-income Households and Initiatives to Increase Affordable Housing for Special Needs Population. The Homeless and Housing Coalition under the leadership of Miriam's House submitted the Continuum of Care.

Lead Based Paint Initiatives

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2005	2006	2007	2008	2009	2005	2006	2007	2008	2009
Lead Remediation	70	70	70	70	70					

The City's goal with the Lead-Based Hazard Control Grant was to reduce the incidence of lead poisoning and to make older housing in Lynchburg lead-safe through affordable, cost-effective methods, while continuing to pursue the goals of education, intervention, and sustainability.

Economic Development Efforts

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2005	2006	2007	2008	2009	2005	2006	2007	2008	2009
Enterprise Zone	2	2	2	2	2					
Façade Improvements	5	5	5	5	5					
Downtown Redevelop.	5	5	5	5	5					

The City's goal was to encourage more commercial and industrial development in order to provide more jobs in the CDBG-targeted neighborhoods and will use the following strategies: (1) continue participation in downtown redevelopment and revitalization especially to support the majority of residents who are low- and moderate-income; (2) review and seek to continue to provide financial assistance for facade improvement grants to businesses in the downtown census tract to further redevelopment in this area and instill pride in our Main Street; (3) encourage continued support from the area banks in the privately-funded Enterprise Zone Loan Pool, which provides reduced rate loans to eligible businesses; (4) continue to support the Business Development Centre, a non-profit organization which provides Small Business Administration loans, other loans, and technical assistance to emerging businesses; and (5) continue participation in the Welfare to Work program that encourages welfare recipients to take advantage of job opportunities that will promote work and encourage the formation and maintenance of stable families. The City will also support projects that recruit and train low income persons and assist them in obtaining employment. The City will continue its efforts to implement the downtown master plan for the redevelopment of downtown. Finally, a strategy to accomplish the City's objective is to rely on its entitlement resources through the Section 108 guaranteed loan program and HUD's economic development initiatives.

Demolition and Code Enforcement

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2005	2006	2007	2008	2009	2005	2006	2007	2008	2009
Demolitions	2	2	2	2	2					
Weed Ordinance-Property clearance	125	125	125	125	125					
Abandoned Vehicles-Removal of	450	450	450	450	450					

The City's goal was to continue to eliminate neighborhood deterioration, blight and blighting influences through staged redevelopment of public infrastructure, rehabilitation activities, code enforcement, or clearance where needed.

Healthy Neighborhoods Initiative and Support of Neighborhood Associations

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2005	2006	2007	2008	2009	2005	2006	2007	2008	2009
Neighborhood Meetings	5	5	5	5	5					
Infrastructure Improvements	1	1	1	1	1					

The City's goals are to support the Healthy Neighborhoods Initiative by improving housing stock in the targeted neighborhoods and support the organized efforts of neighborhood associations that seek to leverage their resources to improve infrastructure, amenities, and services.

Park and Recreation Improvements

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2005	2006	2007	2008	2009	2005	2006	2007	2008	2009
Park and/or Recreation Improvements	1	1	1	1	1					

The City's goal is to support park and recreation improvements in relation to community need, particularly for low-to-moderate income persons.

Preservation of Properties of special value for historic, architectural, or aesthetic reasons

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2005	2006	2007	2008	2009	2005	2006	2007	2008	2009
Preservation of historic properties	5	5	5	5	5					

The City's goal was to support and encourage the preservation of properties of special value for historic, architectural, or aesthetic reasons.

Public Service Providers

PROGRAM	FIVE-YEAR GOALS					ANNUAL ACTUAL ACCOMPLISHMENTS				
	2005	2006	2007	2008	2009	2005	2006	2007	2008	2009
Housing for Homeles	2	2	2	2	2					
Education, Youth Activities, Senior Programs, Job Training	5	5	5	5	5					

The City's goal is to support public service providers in meeting the service needs for low and moderate-income individuals and Special Needs Population.

Performance Measurement

In March 2006, HUD issued the "Notice of Outcome Performance Measurement System for Community Planning and Development Formula Grant Programs." This notice implements a performance measurement and reporting system that the City of Lynchburg will continue during the 2008-2009 Annual Action Plan. The HUD Outcome Measurement System includes Objectives, Outcome Measures and Indicators. The City must choose one of the three objectives for each activity. The objectives are:

1. **Creating Suitable Living Environment**. Relates to activities that are designed to benefit communities/neighborhoods, families, or individuals by addressing issues in their living environment. This objective relates to activities that are intended to address a wide range of issues faced by low- and moderate-income persons, from physical problems with their environment, such as poor quality infrastructure to social issues such as crime prevention, literacy, or elderly health services.

2. **Provide Decent Housing**. Activities that are categorized in this objective are designed to cover the wide range of housing activities under CDBG and HOME. The objective focuses on housing programs where the purpose of the program is to meet individual family or community needs.
3. **Creating Economic Opportunities**. Applicable to activities that are related to economic development, commercial revitalization or job creation.

Once an Objective is chosen, the City then chooses which of the three Outcome categories best reflects what is to be achieved by funding the activity. The three Outcome categories are:

1. **Availability/Accessibility**. Applies to activities that make service, infrastructure, public service, public facilities, housing, or shelter available or accessible to low and moderate-income persons, including persons with disabilities. Accessibility does not only refer to physical barriers, but also to making the basic of daily living available and accessible to low- and moderate-income persons who live in the housing unit or use the facility.
2. **Affordability**. Applies to activities that provide affordability in various ways in the lives of low- and moderate-income persons. It may include the creation or maintenance of affordable housing, basic infrastructure hook-ups, or services such as transportation or day care.
3. **Sustainability**. Promoting Livable or Viable Communities. Applies to activities that focus on improving communities or neighborhoods, helping to make them livable or viable by providing benefit to low- and moderate-income or by removing or eliminating slums or blighted areas, through multiple activities or services that sustain the communities or neighborhoods.

After the grantee (the City) has established the program purpose (Objective) and intended result (Outcome) the next step is to identify how to measure progress toward achieving the intended results. The City will report in the IDIS system the indicators that are applicable to the individual activities that are funded. Four common indicators are relevant for most activities. They are:

1. Amount of money leveraged from other Federal, state, local and private sources per activity.
2. Number of persons, household, businesses, units or beds assisted, as appropriate.
3. Income levels of persons or households by: 30 percent, 50 percent, 60 percent or 80 percent of area median income.
4. Race, ethnicity, disability data for activities that currently report these data elements.

In addition to the common indicators that are used for all program activities, 18 major activity-specific indicator categories will be selected in the IDIS system after the common indicators are chosen as activity progress is reported.

The project sheets list the Objective and Outcome for each of the projects for the 2008-2009 Annual Action Plan.

In identifying the outcome/objective, HUD has developed a numbering system that ties to the CPD Performance Measurement System (PMS). The outcome/objective numbers are as follows:

	Availability/Accessibility	Affordability	Sustainability
Decent Housing	DH-1	DH-2	Dh-3
Suitable Living Environment	SL-1	SL-2	SL-3
Economic Opportunity	EO-1	EO-2	EO-3

Antipoverty Strategy

1. Describe the actions that will take place during the next year to reduce the number of poverty level families.

Action Plan Antipoverty Strategy response:

The City seeks to reduce the number of households with incomes below the poverty line this year by continuing with the long-term solutions such as education (including adult education and job skill training), economic development, and coordinated supportive services. These areas are traditionally within the local government's sphere of influence, and the Lynchburg City Council has placed significant emphasis and funding in these areas.

NON-HOMELESS SPECIAL NEEDS HOUSING

Non-homeless Special Needs (91.220 (c) and (e))

*Please also refer to the Non-homeless Special Needs Table in the Needs.xls workbook.

1. Describe the priorities and specific objectives the jurisdiction hopes to achieve for the period covered by the Action Plan.

2. Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by this Action Plan.

Action Plan Specific Objectives response:

The City is fortunate to have several resources through which services are delivered to the community. Some of these receive funding from the public sources, such as federal and state grants. Others are private activities operating solely with donated funds from the private sector. In all cases, the City encourages this work and relies on it to complement its social service functions to City residents. The following describes a few programs and lists others that are active in the City.

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energized to come together and make a difference and have a safer community to raise their families. When the community has an emotional investment in the improvement of its quality of life, then each neighbor is actively engaged in crime prevention.

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In addition to the multiple public and private agencies providing supportive services to low-income citizens, the City currently employs a 24-hour citizen service phone contact that coordinates with the United Way-sponsored Information and Referral Hot Line to inform citizens of the available services.

Housing Opportunities for People with AIDS (N/A)

*Please also refer to the HOPWA Table in the Needs.xls workbook.

1. Provide a Brief description of the organization, the area of service, the name of the program contacts, and a broad overview of the range/ type of housing activities to be done during the next year.

2. Report on the actions taken during the year that addressed the special needs of persons who are not homeless but require supportive housing, and assistance for persons who are homeless.

3. Evaluate the progress in meeting its specific objective of providing affordable housing, including a comparison of actual outputs and outcomes to proposed goals and progress made on the other planned actions indicated in the strategic

and action plans. The evaluation can address any related program adjustments or future plans.

4. Report on annual HOPWA output goals for the number of households assisted during the year in: (1) short-term rent, mortgage and utility payments to avoid homelessness; (2) rental assistance programs; and (3) in housing facilities, such as community residences and SRO dwellings, where funds are used to develop and/or operate these facilities. Include any assessment of client outcomes for achieving housing stability, reduced risks of homelessness and improved access to care.

5. Report on the use of committed leveraging from other public and private resources that helped to address needs identified in the plan.

6. Provide an analysis of the extent to which HOPWA funds were distributed among different categories of housing needs consistent with the geographic distribution plans identified in its approved Consolidated Plan.

7. Describe any barriers (including non-regulatory) encountered, actions in response to barriers, and recommendations for program improvement.

8. Please describe the expected trends facing the community in meeting the needs of persons living with HIV/AIDS and provide additional information regarding the administration of services to people with HIV/AIDS.

9. Please note any evaluations, studies or other assessments that will be conducted on the local HOPWA program during the next year.

Action Plan HOPWA response:

Specific HOPWA Objectives

Describe how Federal, State, and local public and private sector resources that are reasonably expected to be available will be used to address identified needs for the period covered by the Action Plan.

Specific HOPWA Objectives response: **N / A**

Other Narrative

Include any Action Plan information that was not covered by a narrative in any other section.

Low/Mod Benefit (91.220(1)(1)(iv):

One hundred percent (100%) of the CDBG and HOME funds will be used for activities that benefit persons of low- and moderate income. The activities include housing rehabilitation, acquisition, public facilities, and public services. The project detail sheets identify the location of each project, which includes the CDBG-targeted areas (Census Tracts 4, 5, 6, 7, 11, 12 and 13).

Fair Housing

An Analysis to the Impediments to Fair Housing (AI) was developed in 1996. This document, while describing possible barriers to integration at the time, is out of date. Over the past year, the City has been exploring a variety of methods to both update and expand the scope of the AI. Also, a task force, made up of private citizens, advocates, and City staff, has been formed. This Fair Housing Task Force (FH Task Force) has reviewed the City's AI, examined AIs of other cities, considered recommendations of advocacy groups and is in the process of inviting public input so that it can recommend the formulation of the 2005 AI. The composition of the FH Task Force is based on that of the State's Fair Housing Board, established in 2002 and administered by the Virginia Department of Professional and Occupational Regulations (DPOR), and will continue to meet until the AI is completed.

City staff has prepared a draft document and is in the review process with the FH Task Force. The State Office of Fair Housing and Equal Opportunity has been apprised of Lynchburg's intentions for this update. State staff has provided implementation technical assistance.

During this Annual Action Plan the following actions will be taken to further affirmative fair housing:

- Fair Housing brochures will be available to the public through the CDBG subrecipients and to persons visiting City Hall, the public libraries and the Community Development Department.
- City staff will participate in the Homeless and Housing Coalition, composed of service providers who prepare the Continuum of Care to address the needs of homeless persons and the special needs of persons that are not homeless but require supportive housing.
- The equal housing opportunity logo will be included on all newspaper ads placed by the Grant Administration Office.
- Provide fact sheets for bulletin boards within work areas and public common area.
- Lynchburg Redevelopment and Housing Authority (LRHA) will continue to post in every building for which Section 8 occupants are located a Federal Fair Housing Poster. There is also a poster in each staff person's office located at 918 Commerce

Street.

- A public notice will be published on two separate dates in the display section of the local newspaper regarding fair housing rights and telephone numbers for concerned individuals to call if they felt their fair housing rights have been violated, or they wanted additional information.
- Information regarding fair housing and Fair Housing month (April 2009) will be posted on the City of Lynchburg web site.
- In addition to the web site and newspaper advertisements, City staff ensured that all bid documents and contract solicitation for City, Federal and State projects include solicitation of minority-owned and women-owned businesses. All non-profits that receive CDBG and HOME funds also have their own marketing policy that indicates recruitment and solicitation of minority-owned and women-owned businesses where possible.
- City staff will assist contractors in obtaining the certified list of minority-owned and women-owned businesses. The vendor/contractor list provided on the State of Virginia's web site will be distributed to contractors, as requested.