



The Mayor and Commissioners
of the Town of Elkton

Resolution R6-2012

A RESOLUTION of the Mayor and Commissioners of the Town of Elkton adopting a *Residential Anti-Displacement and Relocation Assistance Plan and a Citizen Participation Plan*.

WHEREAS, the Town of Elkton has applied for and received funds through the *Small Cities Community Development Block Grant (CDBG)* program, administered by the *Maryland Department of Housing and Community Development*; and

WHEREAS, the federal government requires the recipient of federal funds under the CDBG program to adopt and implement certain plans which incorporate minority business enterprises, provide for citizen anti-displacement and re-location assistance, allow for input from local citizens on the use and implementation of federal funds through a participation plan, and provide for the inclusion of lower income and disadvantaged persons within the community in the CDBG funded project; and

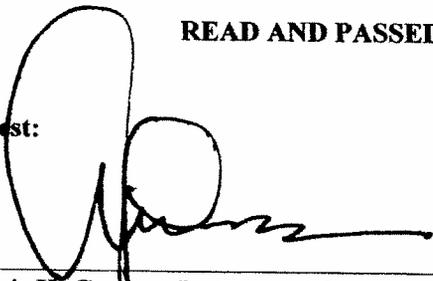
WHEREAS, the Town of Elkton has prepared plans in conformance with the aforesaid CDBG requirements, it is the intent of the Mayor and Commissioners of the Town of Elkton to implement those plans.

NOW, THEREFORE, BE IT RESOLVED that the Mayor and Commissioners of the Town of Elkton hereby adopt the following plans (attached herewith and made a part of this resolution):

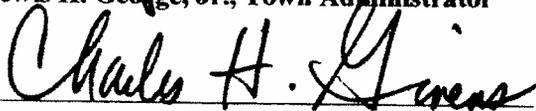
1. *Residential Anti-Displacement and Relocation Assistance Plan*
2. *Citizen Participation Plan*.

READ AND PASSED THIS 20TH DAY OF JUNE, 2012

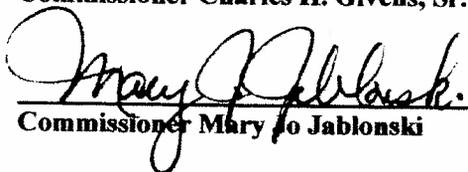
Attest:



Lewis H. George, Jr., Town Administrator



Commissioner Charles H. Givens, Sr.

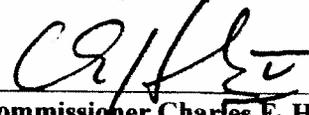


Commissioner Mary Jo Jablonski

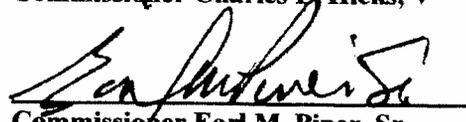
**The Mayor and Commissioners
of the Town of Elkton**



Mayor Joseph L. Fisona



Commissioner Charles E. Hicks, V



Commissioner Earl M. Piner, Sr.

Town of Elkton
Community Development Block Grant
Residential Anti-Displacement and Relocation Assistance Plan

The Town of Elkton will take every preventable action to minimize the involuntary displacement of persons or businesses when using federal funds received from the Maryland Community Development Block Grant funds as a source of funding in our projects. In the event that displacement occurs, the Town of Elkton, hereby agrees to comply with all requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970 ("URA"), as amended, as described in 49 CFR Part 24; and with the Housing and Community Development Act of 1974 ("HCD Act of 1974"), as amended, as described in 24 CFR Part 42.

RELOCATION

The Town of Elkton will provide relocation assistance as required under the URA to all persons or businesses displaced as a direct result of assisted activities. They shall be provided relocation benefits, which at a minimum, include:

- Relocation assistance planning and advisory services;
- Moving expenses;
- Referral to comparable replacement unit; and
- Replacement housing payments for 42 months.

Low and moderate income households displaced by the acquisition or demolition of housing or by the conversion or rehabilitation of low or moderate income dwelling to another use are entitled to additional benefits under the requirements of 24 CFR 42.350. These additional benefits include:

- Security deposits and credit checks,
- Referral to comparable replacement unit; and
- Replacement housing payments for 60 months.

Additionally, legal, low and moderate income tenants are also eligible for:

- Referral to at least one suitable, decent, safe and sanitary replacement dwelling unit. The Town of Elkton shall advise tenants of their rights under the Federal Fair Housing Act, 42 U.S.C. §§ 3601-3619, and of replacement housing opportunities in such a manner that, wherever feasible, they will have a choice between relocation within their neighborhood and other neighborhoods; and

- each person must be offered rental assistance equal to 60 times the amount necessary to reduce the monthly rent and estimated average monthly cost of utilities for a replacement dwelling (comparable replacement dwelling or decent, safe, and sanitary replacement dwelling to which the person relocates, whichever costs less) to the "Total Tenant Payments." All or a portion of this assistance may be offered through a certificate or voucher for rental assistance (if available) provided under Section 8 of the United States Housing Act of 1937, 42 U.S.C. § 1437f.

In addition, in consideration of the financial assistance received from the Maryland CDBG Program, particularly when such assistance is used for acquisition, rehabilitation, demolition, or conversion which results in temporary relocation, the Town of Elkton agrees to assist either the temporarily displaced residential or business tenant or owner occupant during the time they are displaced. Those receiving temporary relocation shall receive at a minimum:

- Interim living costs;
- Relocation assistance planning and advisory services;
- Reasonable moving expenses; and
- Rental Assistance (if moving to more expensive unit).

ONE FOR ONE REPLACEMENT HOUSING

In the event that low or moderate income dwelling units are demolished or converted to a use other than as low/moderate-income housing, the Town of Elkton will replace all units that were occupied or were vacant but deemed occupiable as required under Section 104(d) of the HCD Act of 1974, as amended.

All replaced housing will be provided within three (3) years of the commencement of the demolition or rehabilitation relating to conversion. Before obligating or expending funds that will directly result in such demolition or conversion, the Town of Elkton will make public and submit to the Maryland CDBG Office the following information in writing;

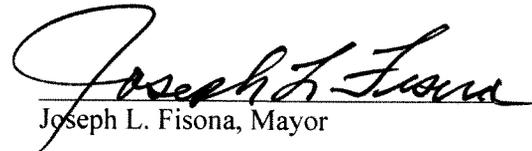
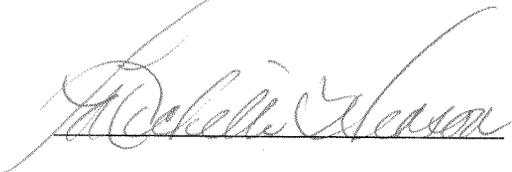
- A. A description of the proposed assisted activity;
- B. The location on a map and number of dwelling units by size (number of bedrooms) that will be demolished or converted to use other than as low/moderate-income dwelling units as a direct result of the assisted activity;
- C. A time schedule for the commencement and completion of the demolition or conversion;
- D. The general location on a map and approximated number of dwelling units by size (number of bedrooms) that will be provided as replacement dwelling units;
- E. The source of funding and a time schedule for the provision of replacement dwelling units; and
- F. The basis for concluding that each replacement dwelling unit will remain a low/moderate-income dwelling for at least ten (10) years from the date of initial occupancy.

GENERAL POLICIES

1. The Town of Elkton will take every preventable action to minimize the involuntary displacements of persons or businesses during the implementation of our CDBG funded projects. Examples of actions that may be taken include:
 - Stage rehabilitation of assisted housing to allow tenants to remain during and after rehabilitation, working with empty buildings or groups of empty units first, so they can

- be rehabilitated first, and tenants moved in before rehabilitation of occupied units or buildings is begun.
- Establish temporary relocation facilities in order to house families whose displacement will be of short duration, so they can move back to their neighborhoods after rehabilitation or new construction.
 - Provide counseling to assist homeowners and renters to understand the range of assistance that may be available to help them in staying in the area being revitalized.
2. The Town of Elkton may enter into a written agreement with a subrecipient, or the owner of the assisted property, under which either may pay all or part of the cost of the required relocation assistance.
 3. The Town of Elkton understands the cost of relocation assistance and other benefits shall be paid from CDBG funds or such other funds as may be available from any source including the jurisdiction's general fund.
 4. The Town of Elkton will refer owners and/or tenants to the State CDBG Program if there is a disagreement with the determination that these requirements do not apply to an acquisition or a displacement.
 5. The Town of Elkton will prepare a specific Relocation Plan in the event that funding is requested for a project where it is known that displacement will occur.

ATTEST/WITNESS



Joseph L. Fisona, Mayor

This Anti-Displacement Plan is hereby adopted by the Town of Elkton on JUNE 20, 2012
It is effective for a 3 year period until JUNE 19, 2015.

Town of Elkton
Community Development Block Grant Program
Citizen Participation Plan

The Town of Elkton has adopted this Citizen Participation Plan to meet the citizen participation requirements of 24 CFR 570.486 and 24 CFR 91.115(e). Regulations require that each unit of general local government receiving or expecting to receive Community Development Block Grant Funds:

- Provide for and encourage citizen participation, particularly by low and moderate income persons who reside in slum or blighted areas and areas in which CDBG funds are proposed to be used;
- Ensure that citizens will be given reasonable and timely access to local meetings, information and records relating to the unit of general local government's proposed and actual use of CDBG funds;
- Furnish citizens information including but not limited to:
 - The amount of CDBG funds expected to be made available for the current fiscal year (including the grant and anticipated program income);
 - The range of activities that may be undertaken with CDBG funds;
 - The estimated amount of the CDBG funds proposed to be used for activities that will meet the national objective of benefit to low and moderate income persons; and
 - The proposed CDBG activities likely to result in displacement and Elkton's anti-displacement and relocation plans required under 24 CFR 42.325.
- Provide technical assistance to groups representative of persons of low and moderate income that request assistance in developing proposals in accordance with procedures developed by the State. Such assistance need not include providing funds to such groups;
- Provide for a minimum of two public hearings, each at a different stage of the program, for the purpose of obtaining citizen's views and responding to proposals and questions. Together the hearings must cover community development and housing needs, development of proposed activities and a review of program performance. Public hearings to cover community development and housing needs must be held before submission of an application to the State. There must be reasonable notice of the hearings and they must be held at times and locations convenient to potential or actual beneficiaries, with accommodations for the handicapped. Public hearings shall be conducted in a manner to meet the needs of non-English speaking residents where a significant number of non-English speaking residents can reasonably be expected to participate;
- Provide citizens with reasonable advance notice of, and opportunity to comment on, proposed activities in an application to the State and, for grants already made, activities which are proposed to be added, deleted, or substantially changed from the unit of general local government's application to the State. Substantially changed means changes made in terms of purpose, scope, location or beneficiaries as defined by criteria established by the State;

- Provide citizens the address, phone number and times for submitting complaints and grievances, and provide timely written answers to written complaints and grievances, within 15 working days where practicable.

CDBG funded activities may serve beneficiaries outside the jurisdiction of The Town of Elkton, provided the Town determines the activity is meeting its needs in accordance with section 106(d)(2)(D) of the Act.

PROVISION OF INFORMATION, PUBLIC HEARINGS AND COMMENTS

The Town of Elkton will provide reasonable access to records and information on the proposed and actual use of CDBG funds during regular business hours of **8:00 am – 4:30 pm** at the following location: **100 Railroad Avenue, Elkton, Maryland 21921**. Where possible, the Town will provide copies of documents or access to copying services to citizens or groups requesting information at their own expense.

Information will be furnished to citizens through public notice in **The Cecil Whig**, a newspaper of general circulation and on the Town's web site at <http://www.elkton.org>. The Town may also provide additional information to its citizens about the CDBG Program through articles in local newspapers, newsletters or community bulletins, flyers distributed door to door or at presentations made at community meetings.

The Town will hold **at least one** public hearing to receive input by citizens on the housing and community development needs of the jurisdiction and to discuss the development of proposed activities. This hearing will be held **prior to submission of an application for CDBG funds**. The public notice will state that the following will be discussed:

- The amount of CDBG funds available;
- The range of activities that may be undertaken with CDBG funds;
- The estimated amount of the CDBG funds proposed to be used for activities that will meet the national objective to benefit to low and moderate income persons; and
- The plans of the Town of Elkton likely to result in displacement and Elkton's anti-displacement and relocation plans required under 24 CFR 570.488.

If the MD CDBG Program funds the activity, a **second hearing** on program performance must be held at some point during the grant period **after the activity has been initiated**.

The MD CDBG Program requires that notice of a public hearing must be published in a newspaper of general local circulation no less than five (5) days in advance of the hearing. Hearings will be held at times and locations convenient to actual or potential beneficiaries and at locations accessible to the disabled. Documentary evidence that the required notices are published and public hearings are held in accordance with the plan will be maintained. Copies of the actual notices and/or affidavits shall be part of the files, in addition to minutes of the hearings. Written minutes of the hearing and an attendance roster will be maintained by the **Elkton Administration Office at 100 Railroad Avenue, Elkton, Maryland 21921**.

If necessary, the Town will make arrangements for a translator when it is expected that non-English speaking persons will participate. Similarly, a signer shall be provided for a deaf or mute participant. If special accommodations are necessary, however, requests should be made to **administration@elkton.org**. **At least 48 hours advance notice is requested.**

The Town of Elkton will provide citizens an opportunity to comment on the proposed activities in an application to the State. Written comments may be sent to:

Ms. Jeanne D. Minner AICP, Director of Planning
Town of Elkton
Planning Department
100 Railroad Avenue
P.O. Box 157
Elkton, Maryland 21921
Telephone: (410) 398-4999
Fax (410) 398-0128
Email: jeanne.minner@elkton.org

TECHNICAL ASSISTANCE

When requested to provide technical assistance to groups representative of persons of low and moderate income, the Town of Elkton will assist if possible. Files shall document meetings between the group and the local government. If staff capacity to assist does not exist, the Town may offer a referral to the State or to a consultant who can provide the necessary expertise.

COMPLAINTS AND GRIEVANCES

Citizens who wish to submit a complaint or grievance may do so by calling or writing:

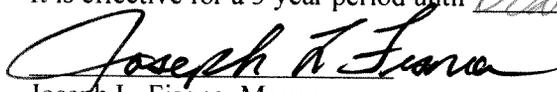
Mr. Lewis H. George, Jr., Town Administrator
Town of Elkton
Administration Office
100 Railroad Avenue
P.O. Box 157
Elkton, Maryland 21921
Telephone (410) 398-0970
Fax (410) 392-6633
Email: administration@elkton.org

The Town shall make reasonable effort to provide a response in writing to written complaints or grievances within 15 working days.

AMENDMENTS TO APPLICATIONS OR GRANTS

The Town of Elkton will provide citizens notice of, and opportunity to comment on, substantial changes to grants already made, including changes in the purpose, scope, location or beneficiaries. This can be achieved through public notice describing the change and establishing a comment period or through public hearing.

This Citizen Participation Plan is hereby adopted by the Town of Elkton on June 30, 2012.
It is effective for a 3 year period until June 30, 2015


Joseph L. Fisona, Mayor


Witness