



# Planning and Development Committee Meeting Agenda

City Hall, Second Floor  
425 E. State Street  
Rockford, IL 61104  
[www.rockfordil.gov](http://www.rockfordil.gov)

**Monday, April 27, 2026  
5:30 PM**

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The following represents, in general, the chronological order of proceedings at the City Council/Committee Meetings: Call to Order, Invocation, Pledge of Allegiance, Public Speaking and City Council/Committee Agendas.

Meeting will be live streamed on Channel 17 and via this link:  
<https://rockfordil.legistar.com/Calendar.aspx>.

## **I. CALL TO ORDER**

## **II. COMMITTEE REPORTS**

1. Approval of the amendment to the AP-90 Program Specific Requirements/all current and prior year Annual Action Plans. [26-00466](#)
2. Approval of the amendments to the FY 2025 - Addition of Projects and Budget Amendments. [26-00470](#)

## **III. ADJOURNMENT**

**THE CITY OF ROCKFORD INTENDS TO COMPLY WITH THE INTENT AND SPIRIT OF THE AMERICANS WITH DISABILITIES ACT. IF A SIGN LANGUAGE INTERPRETER, PERSONAL P.A. SYSTEM, OR OTHER SPECIAL ACCOMMODATIONS ARE NEEDED, PLEASE CALL THE LEGAL DEPARTMENT AT (779) 348-7391 AT LEAST 48 HOURS IN ADVANCE, SO WE CAN BE PREPARED TO ASSIST YOU.**



Memorandum

To: Ald. Janessa Wilkins, Committee Chair  
Planning & Development Committee

From: Andrea Hinrichs, Housing and Program Manager  
Community & Economic Development Department

A handwritten signature in blue ink that reads "Andrea Hinrichs".

Re: Substantial amendments to current and prior year annual action plans

Date: April 22, 2026

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The Community & Economic Development Department requests permission to submit the following to the Department of Housing and Urban Development:

- Substantial Amendment: AP-90 Program Specific Requirements/all current & prior year Annual Action Plans
- Substantial Amendment: FY 2025 – Addition of Projects & Budget Amendments

**Substantial Amendment: AP-90 Program Specific Requirements/all current & prior year Annual Action Plans**

Within section AP-90 of the current and prior year annual action plans there was an addition of language, which allows for federal HOME Investment Partnerships Program dollars to support Low Income Housing Tax Credit projects for elderly (55+) in Rockford.

**Substantial Amendment: FY 2025 – Addition of Projects & Budget Amendments**

Ensuring flexibility for funding projects/activities as they come to fruition, funding needed to be budgeted in every eligible line item (i.e. project). Therefore, the following projects were added to the budget:

- CDBG Projects Added
  - HS-4 Homeownership
  - CDS-1 Non-Housing Community Development Needs
  - EDS-2 Property Development
- HOME Projects Added
  - HS-2 Preservation of Housing
  - HS-4 Homeownership

To fund each of the projects previously mentioned, the following amendments were made:

- CDBG
  - Original Budget for the Preservation of Housing Project was \$1,015,344.20
  - Preservation of Housing was reduced by \$325,000 to fund the following projects:
    - \$25,000 Homeownership
    - \$250,000 Non-Housing Community Development Needs
    - \$50,000 Property Development (ED)
- HOME
  - Community Housing Development Organization (CHDO) operating (\$48,084.02) was available at year end so it was reallocated to other projects within the Housing Strategy.
    - \$24,042.02 to Preservation of Housing
    - \$24,042 to Homeownership

Additional details, including the public notice and public hearing presentation for these amendments may be found at <https://il-rockford.civicplus.com/369/Annual-Action-Plan>.

**COMMITTEE REPORT**

**TO THE CITY COUNCIL OF THE CITY OF ROCKFORD:**

Council Members:

The Committee on Planning and Development, to whom was referred the matter of the approval of the amendment to the AP 90 Program Specific Requirements/all current and prior year Annual Action Plans, hereby begs leave to report **recommending approval** of the request as recommended.

\_\_\_\_\_  
Janessa Wilkins (Chair)

\_\_\_\_\_  
Tim Durkee (Vice Chair)

\_\_\_\_\_  
Karen Hoffman

\_\_\_\_\_  
Jaime Salgado

\_\_\_\_\_  
Gina Meeks

Committee Action Taken: April 27, 2026

Wilkins: Ayes:\_\_\_ Nays:\_\_\_ Absent:\_\_\_  
Durkee: Ayes:\_\_\_ Nays:\_\_\_ Absent:\_\_\_  
Hoffman: Ayes:\_\_\_ Nays:\_\_\_ Absent:\_\_\_  
Salgado: Ayes:\_\_\_ Nays:\_\_\_ Absent:\_\_\_  
Meeks: Ayes:\_\_\_ Nays:\_\_\_ Absent:\_\_\_

## Substantial Amendment: AP-90 Program Specific Requirements/all current & prior year Annual Action Plans

All current & prior year Annual Action Plans (and 5-year Consolidated Plan, where applicable) state the following:

AP-90 Program Specific Requirements  
HOME Investment Partnership Program (HOME)

7. If applicable, a description of any preference or limitation for rental housing projects. (See 24 CFR 92.253(d)(3) and CFR 91.220(l)(2)(vii)). Note: Preferences cannot be administered in a manner that limits the opportunities of persons on any basis prohibited by the laws listed under 24 CFR 5.105(a).

City Response: *Not Applicable*

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The City plans to amend plans by replacing “Not Applicable” with the following:

“The City agrees to allow 55+ preferences for Low Income Housing Tax Credit developments.”

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**Reason for amendment:**

- The Department of Housing and Urban Development (HUD) and the Low-Income Housing Tax Credits (LIHTC) administered through the Illinois Housing Development Authority (IHDA) defines elderly differently. They are as follows:

HUD: In accordance with 24 CFR 5.403, an elderly family is a family whose head (including co-head), spouse, or sole member is a person who is at least 62 years of age. It may include two or more persons who are at least 62 years of age living together, or one or more persons who are at least 62 years of age living with one or more live-in aides.

IHDA Qualified Allocation Plan (QAP): In accordance with IHDA’s QAP for LIHTCs “Elderly” means housing (i) intended for, and solely occupied by, persons age 62 or older; or (ii) intended and operated for occupancy by at least one person age 55 years or older per unit, and at least 80% of units within the Project are so occupied or (iii) provided for under any state or federal program that HUD has determined is specifically designed and operated to assist elderly persons (as defined in the state or federal program).

- In accordance with 24 CFR 92.253(d)(3), the City may limit eligibility or give a preference to a particular segment of the population if permitted in its written agreement with the City (and only if the limitation or preference is described in the City’s consolidated plan).



Memorandum

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Planning & Development Committee

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- Substantial Amendment: FY 2025 – Addition of Projects & Budget Amendments

**Substantial Amendment: AP-90 Program Specific Requirements/all current & prior year Annual Action Plans**

Within section AP-90 of the current and prior year annual action plans there was an addition of language, which allows for federal HOME Investment Partnerships Program dollars to support Low Income Housing Tax Credit projects for elderly (55+) in Rockford.

**Substantial Amendment: FY 2025 – Addition of Projects & Budget Amendments**

Ensuring flexibility for funding projects/activities as they come to fruition, funding needed to be budgeted in every eligible line item (i.e. project). Therefore, the following projects were added to the budget:

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  - HS-2 Preservation of Housing
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To fund each of the projects previously mentioned, the following amendments were made:

- CDBG
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  - Preservation of Housing was reduced by \$325,000 to fund the following projects:
    - \$25,000 Homeownership
    - \$250,000 Non-Housing Community Development Needs
    - \$50,000 Property Development (ED)
- HOME
  - Community Housing Development Organization (CHDO) operating (\$48,084.02) was available at year end so it was reallocated to other projects within the Housing Strategy.
    - \$24,042.02 to Preservation of Housing
    - \$24,042 to Homeownership

Additional details, including the public notice and public hearing presentation for these amendments may be found at <https://il-rockford.civicplus.com/369/Annual-Action-Plan>.

**COMMITTEE REPORT**

**TO THE CITY COUNCIL OF THE CITY OF ROCKFORD:**

Council Members:

The Committee on Planning and Development, to whom was referred the matter of the approval of the amendment to the FY 2025 — Addition of Projects and Budget Amendments. hereby begs leave to report **recommending approval** of the request as recommended.

\_\_\_\_\_  
Janessa Wilkins (Chair)

\_\_\_\_\_  
Tim Durkee (Vice Chair)

\_\_\_\_\_  
Karen Hoffman

\_\_\_\_\_  
Jaime Salgado

\_\_\_\_\_  
Gina Meeks

Committee Action Taken: April 27, 2026

Wilkins: Ayes:\_\_\_ Nays:\_\_\_ Absent:\_\_\_  
Durkee: Ayes:\_\_\_ Nays:\_\_\_ Absent:\_\_\_  
Hoffman: Ayes:\_\_\_ Nays:\_\_\_ Absent:\_\_\_  
Salgado: Ayes:\_\_\_ Nays:\_\_\_ Absent:\_\_\_  
Meeks: Ayes:\_\_\_ Nays:\_\_\_ Absent:\_\_\_

**Substantial Amendment:  
FY 2025 – Addition of Projects & Budget Amendments**

The City of Rockford was awarded FY 2025 Federal Award on 1/28/2026. Awards consisted of the following:

**Community Development Block Grant (CDBG):** \$2,254,724  
Plus \$30,000 anticipated Program Income (PI)

**Home Investment Partnership Program (HOME):** \$961,680.65  
Plus \$14,059.09 PI received during 2024, budgeted in 2025

**Emergency Solutions Grant (ESG):** \$195,054

The FY 2025 grants were budgeted as follows: (PI is not included in the budget below)

Projects	CDBG	HOME	ESG
Housing New Construction		\$673,176.47	
Preservation of Housing	\$1,015,344.20		
CHDO Support & Development		\$144,252.10	
		\$48,084.02	
Project Delivery	\$353,435.00		
To Reach Functional Zero for Families, Youth, and Single Adults			\$195,054.00
Public Services	\$10,000.00		
Clearance/Demolition	\$300,000.00		
Business Support	\$125,000.00		
Overall Coordination	\$450,944.80	\$96,168.06	
	<b>\$2,254,724.00</b>	<b>\$961,680.65</b>	<b>\$195,054.00</b>

When the FY 2025 Budget was developed, the City funded Homeownership, Non-Housing Community Development Needs, and ED Property Development with prior year grant funds. These projects were not funded with FY 2025 grant funds. Later, as the City was submitting the FY 2025 AAP, as part of the 2025-2029 Consolidated Plan, the Department of Housing and Urban Development (HUD) informed the City that since the City did not fund these projects with FY 2025 grant funds, the projects could not be included as part of the FY 2025 Annual Action Plan.

The City Federal budget must be as flexible as possible. Therefore, it should include funding for every eligible goal. This allows for amendments when the following occurs:

- Projects become shovel ready and/or program expenditure deadlines are near.
  - Pipeline of housing projects include new construction and/or rehabilitation of rental and/or homeownership units.
  - Economic Development activities provide for business support or property development
  - Community projects generally include sidewalks, demolitions, and/or public services.
- The City is applying for other Federal, State, or Local grant funds to supplement current programming.
- A project/activity needs additional funding and it was originally funded from a prior year grant.

The City followed this same philosophy when developing the FY 2026 Federal budget and making amendments to the prior year grants recently. Had the FY 2025 Annual Action Plan and 2025-2029 Consolidated Plan been approved by HUD at the time, the City would have proposed this amendment, as well. Therefore, the City proposes to add the following Projects to the City's FY 2025 Annual Action Plan, which is included as part of the City's 2025-2029 Consolidated Plan:

- CDBG Projects Added
  - HS-4 Homeownership
  - CDS-1 Non-Housing Community Development Needs
  - EDS-2 Property Development
- HOME Projects Added
  - HS-2 Preservation of Housing
  - HS-4 Homeownership

As mentioned previously, each project must be funded to be included in the Annual Action Plan. Therefore, the City proposes to amend the FY 2025 budget as follows:

- CDBG
  - The Preservation of Housing budget of \$1,015,344.20 would be reduced to allow for the following budget increases:
    - \$25,000 Homeownership
    - \$250,000 Non-Housing Community Development Needs
    - \$50,000 Property Development (ED)
- HOME
  - Since the City reserves the right to reallocate Community Housing Development Organization (CHDO) operating if not requested by the end of the year, the City proposes to reallocate the CHDO operating dollars of \$48,084.02 that were not requested, as follows:
    - \$24,042.02 to Preservation of Housing
    - \$24,042 to Homeownership

Below is what the new FY 2025 Budget would look like, should this Substantial Amendment be approved.

Projects	CDBG	HOME	ESG
Housing New Construction		\$673,176.47	
Preservation of Housing	\$690,344.20	\$24,042.02	
CHDO Support & Development		\$144,252.10	
Homeownership	\$25,000	\$24,042.00	
Project Delivery	\$353,435.00		
To Reach Functional Zero for Families, Youth, and Single Adults			\$195,054.00
Non-Housing Community Development Needs	\$250,000		
Public Services	\$10,000.00		
Clearance/Demolition	\$300,000.00		
Business Support	\$125,000.00		
ED Property Development	\$50,000		
Overall Coordination	\$450,944.80	\$96,168.06	
	<b>\$2,254,724.00</b>	<b>\$961,680.65</b>	<b>\$195,054.00</b>

