

2025 Annual Action Plan

City of Roswell

6-27-25



AP-05 Executive Summary – 24 CFR 91.200(c), 91.220(b)

I. Introduction

The City of Roswell is designated as an entitlement community by the U.S. Department of Housing and Urban Development (HUD). This designation qualifies the City to receive grant funding from the Community Development Block Grant (CDBG) program administered by HUD. The CDBG program allocates annual grants to assist in the development of viable communities by providing decent housing, a suitable living environment, and to expand economic opportunities, principally for low and moderate income (LMI) persons (earning at or below 80 percent of the area median income). To receive an annual allocation of federal grant funds from HUD, the City is required to create a five-year Consolidated Plan (strategic plan) and five subsequent one-year Annual Action Plans (AAP). This Annual Action Plan covers the intended use of the City's Program Year 2025 CDBG award in the amount of \$400,668.

The Consolidated Plan includes the amount of assistance the City expects to receive during the plan period and the range of activities that may be undertaken including the estimated benefit to persons of low and moderate income. The Annual Action Plans are required to include project or program specifics, such as location, cost, proposed outcome, and any additional descriptive information for each yearly grant award. Primarily, federal regulations require that funds be aimed where the greatest benefit may be attained for LMI residents. To acquire ample public engagement in all aspects and phases of plan development, the City of Roswell interacts with various stakeholders in meetings, workshops, public hearings, and with written correspondence. Additionally, the City informs the Roswell Housing Authority when the Annual Action Plan may impact any public housing development or the surrounding community. Prior to the adoption of an Annual Action Plan, a 30 calendar-day public comment period is observed. All comments are recorded and considered in the formulation of the plan. In addition, all comments and responses are included in the appendix of the plan and are forwarded to HUD upon adoption.

II. Summary of Objectives and Anticipated Outcomes

The City is committing its entire 2025 CDBG allocation in the amount of \$400,668 to the repayment of its Section 108 Loan through HUD. The City applied for a \$2,039,000 Section 108 Loan in December 2024 and expects HUD's approval by the fall of 2025. HUD's Section 108 Loan program allows entitlement communities to borrow up to five times their annual CDBG allocations through a low interest loan program. The City has pledged the loan proceeds to the Roswell Housing Authority (RHA) for preconstruction site work for its Phase I redevelopment at 199 Grove Way. Section 108 Loan periods cannot exceed 20 years, but the City anticipates paying back the loan in under 10 years.

The RHA's Phase I redevelopment will be primarily funded by Low-Income Housing Tax Credits (LIHTC) from the Department of Community Affairs (DCA). The RHA submitted the LIHTC application after an engineering study determined that the 40-unit Pelfrey Pines Apartments at 199 Grove Way were unsafe. The redevelopment project is expected to begin in the fall of 2025 and conclude in 2027. It is comprised of 99 one-bedroom units and 3 two-bedroom units, which will increase the RHA's previous affordable housing stock by 62 units. Amenities will include a fully equipped fitness room, mailroom, community room, activity room, gazebo, and central laundry. All units will be set aside as LIHTC units at the 30%, 60%, and 80% Area Median Income (AMI) levels.

III. Evaluation of Past Performance

During the first year of its 2023-2027 Consolidated Plan, the City of Roswell allocated \$353,657 in 2023 CDBG funds and \$80,362.65 in prior year CDBG funds to the demolition and clearance of the hazardous units at the RHA's Pelfrey Pines Apartments. The units were built in the 1980's and had recently been deemed structurally unsound by an engineering report. The RHA received permission from HUD in October 2023 to relocate the residents and demolish and clear the site. That demolition and clearance was completed in early 2025.

The City also committed \$327,000 (80%) of its 2024 CDBG allocation to the repayment of the Section 108 Loan, which is still pending HUD's approval. The City submitted the loan application to HUD in December 2024 and expects a commitment from HUD in fall of 2025. The City will immediately

commence with loan repayments starting with 2024 CDBG funds and continuing with 2025 CDBG funds. The loan proceeds will go to the RHA for preparation of the Phase I redevelopment site. The redevelopment will be completed in 2027, and the City anticipates full repayment of the loan by 2031.

The City also allocated \$88,414 (20%) of its 2023 CDBG funds and \$80,830 (20%) of its 2024 CDBG funds to administration and planning related to the management of the City's HUD programs. These funds were used to retain a full-time Grants Specialist that oversees HUD programs and works with the Roswell Housing Authority to ensure activities remain in compliance with federal regulations. Additionally, the administration and planning funds helped the City pay for plan development, advertising, and fair housing activities. The City is not allocating any 2025 CDBG funds to administration and planning.

IV. 2025 CDBG Objectives

The City's main objective for its 2025 CDBG program is to support the Roswell Housing Authority's redevelopment of the Pelfrey Pines Apartments located at 199 Grove Way. This will be fulfilled by the City receiving the approval of its Section 108 Loan application to HUD in the fall of 2025, which will allow the RHA to commence its Phase I redevelopment. These funds will be used for site work in preparation of the construction of 102 units of affordable housing, increasing the City's affordable housing stock by 62 units. The redevelopment is expected to be completed in 2027, and the City plans to repay the full Section 108 Loan by 2031.

Recommended 2025 CDBG Allocations

Organization	Project Description	Allocation
City of Roswell	Repayment of Section 108 loan for RHA's Phase I site work at Pelfrey Pines.	\$400,668.00
	TOTAL	\$400,668.00

V. Summary of Public Comments

The City strongly encourages public participation with the development of the 2025 Annual Action Plan (AAP). Per the City's Citizen Participation Plan, the public comment period for the draft of this plan will run for 30 days, starting on Friday June 27, 2025. All comments must be submitted by 5:00 p.m. on Monday July 28, 2025, and all comments will be submitted to HUD with the plan. Public comments can be submitted in writing to the City of Roswell Grants Division, 38 Hill Street, Suite 130, Roswell, GA 30075 or through the City's CDBG Program email: CDBG@roswellgov.com. Hard copies of the draft are available at the locations below, and an electronic draft of the document will be made available on the City of Roswell's website: <https://www.roswellgov.com/cdbg>. Additionally, the City is conducting a public hearing for its CDBG program on July 22, 2025 at 5:00 p.m. in Room 220 of Roswell City Hall. Please contact the Roswell Grants Division at (770) 641-3847, CDBG@roswellgov.com, with any questions or if translation or interpretation services are needed.

Hard copies of the draft will be made available at:

City of Roswell
38 Hill St., Suite 130
Roswell, GA 30075

East Roswell Public Library
2301 Holcomb Bridge Road
Roswell, GA 30076

Housing Authority of the City of Roswell
766 Myrtle Street
Roswell, GA 30075

Roswell Public Library
115 Norcross Street
Roswell, GA 30075