



Staff Reports

File #: 1451-2018, **Version:** 1

To: Honorable Mayor and Members of City Council
From: Rick Tooker, Community Development Director
Prepared By: Stephanie Gaul, Management Analyst II

TITLE:

Community Development Block Grant (CDBG) Program Annual Action Plan

RECOMMENDED ACTION:

Adopt a resolution adopting the Community Development Block Grant (CDBG) Fiscal Year 2018-2019 Annual Action Plan (the "Annual Action Plan") and program budget, approving program certifications, and authorizing the City Manager to execute all documents.

DISCUSSION:

The CDBG Annual Action Plan identifies specifically how the City's CDBG funding shall be allocated for Fiscal Year 2018-2019. This must be prepared in accordance with the priorities identified in the City of Napa 2015-2020 Consolidated Plan.

The total available CDBG funding for Fiscal Year 2018-2019 is \$652,656 (comprised of \$617,176 of CDBG grant funds and \$35,480 of reprogrammed prior year's funds). Under CDBG regulations, up to 20% of the City's CDBG grant plus the current year's program income is available for planning and administration. No more than 15% of the CDBG grant and previous year's program income may be used on public service activities. The remaining funds must be spent on Community Development activities.

The CDBG Citizens' Advisory Committee reviewed applications and made funding recommendations to Council in June. The amount of funding requested by applicants exceeded available funding by over \$51,000. The specific funding allocations provided in the attached Annual Action Plan are consistent with the recommendations provided by the CDBG Citizens' Advisory Committee and City Council.

The following funding allocations have been incorporated into the City's Fiscal Year 2018-2019 Annual Action Plan and Program Budget:

- CDBG planning and administration \$136,539
- Napa Emergency Women's Services for bilingual case manager (public service) \$29,010
- Fair Housing Napa Valley (public service) \$14,920
- Catholic Charities' Rainbow House for bilingual case manager (public service) \$8,288

- Abode Services South Napa Homeless shelter services (public service) \$62,169
- Housing Rehabilitation Program (community development) \$401,730

FINANCIAL IMPACTS:

Approval of the City's Fiscal Year 2018-2019 Annual Action Plan and CDBG Program budget will commit \$652,656 to the activities described above. The CDBG Program budget has been incorporated into the City's budget for Fiscal Year 2018-2019. No General Funds are committed by this action.

CEQA:

The Community Development Director has determined that the Recommended Action described in this Agenda Report is not in-and-of-itself a "project" (pursuant to CEQA Guidelines Section 15378) since it does not result in a physical change in the environment. The individual activities and projects contemplated under the Consolidated and Annual Plans and CDBG Budget are either 1) not subject to CEQA pursuant to CEQA Guidelines Sections 15060(c), as they will not result in a direct or reasonably foreseeable indirect physical effect on the environment; or 2) exempt from CEQA pursuant to CEQA Guidelines 15301 and 15303, as they will involve maintenance and minor repair of existing structures.

DOCUMENTS ATTACHED:

ATCH 1 - Resolution adopting Annual Plan and CDBG Program Budget with Exhibits "A", "B", "C", "D", and "E"

EX A - Draft Annual Action Plan

EX B - CDBG Funding Chart

EX C - CDBG Certifications

EX D - SF424

EX F - SF424D

NOTIFICATION:

Notice announcing the availability of the Draft Annual Action Plan for a 30-day public review was published in the Napa Valley Register on June 16, 2018. Notice was also placed on the City's website and posted at Puertas Abiertas and Spanish markets. Copies of the Draft Annual Action Plan were made available at the Housing Division. Copies of this staff report were e-mailed to the CDBG Citizens' Advisory Committee and CDBG applicants.