

Agenda Report

June 17, 2013

TO: Honorable Mayor and City Council

FROM: Housing Department

SUBJECT: PUBLIC HEARING: APPROVAL OF THE ANNUAL ACTION PLAN (2013-2014) AND RELATED FUNDING ALLOCATIONS FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDBG); EMERGENCY SHELTER GRANT PROGRAM (ESG); HOME INVESTMENT PARTNERSHIP ACT (HOME); AND HUMAN SERVICES ENDOWMENT FUND (HSEF)

RECOMMENDATION:

It is recommended that upon close of the public hearing the City Council adopt a resolution:

(1) Approving the Annual Action Plan (2013-2014) as an application to the U. S. Department of Housing and Urban Development for funding under the federal Community Development Block Grant (CDBG), Emergency Shelter Grant (ESG) and Home Investment Partnership Act (HOME) programs;

(2) Approving an application for CDBG Entitlement funds in the amount of \$1,775,309; the allocation of the CDBG current year program income of \$303,828; the reprogramming of CDBG carryover funds, that were not allocated in previous years, in the amount of \$69,404 for a total of \$2,148,541 for the 2013-2014 CDBG program activities. Specific agency and City Set-Aside awards can be found in Attachments A, B and C.

(3) Approving an application for ESG funds in the amount of \$127,931. The required local match of \$127,931 will be made by the agencies receiving ESG funding for 2013-2014. Specific agency awards can be found in Attachment B under Homelessness.

(4) Approving an application for HOME Entitlement funds in the amount of \$552,315 and \$244,013 in HOME carry forward funds for 2013-2014 HOME Program activities. Specific activities funded through HOME can be found in Attachment D.

(5) Approving an allocation from the City of Pasadena's Human Services Endowment Fund (HSEF) of \$110,000 for HSEF funded public/ human service projects. HSEF funds are combined with CDBG Public Service Funds and specific agency awards can be found in Attachment B.

(6) Authorizing the City Manager to execute, and the City Clerk to attest, the Annual Action Plan (2013-2014), the grant agreements, the sub-recipient agreements, and any and all other documents deemed necessary by HUD to obtain the allocation of the aforementioned federal CDBG, ESG and HOME funds.

ADVISORY COMMISSION RECOMMENDATIONS

On April 25, 2012 the Human Services Commission approved a two year funding allocation for the projects listed in Attachment B

On April 25, 2013 the Northwest Commission approved a motion to approve funding for all of the projects listed in Attachment A.

On May 7, 2013 the Human Services Commission approved a one year funding allocation for Emergency Solutions Grant- ESG projects listed in Attachment B-1. This one year allocation was due, in part, to the changes to the program as a result of the implementation of the Hearth Act.

BACKGROUND

Annual Action Plan (2013-2014):

The Annual Action Plan sets forth the projected use of funds for the coming year. The Action Plan addresses the available resources for program/project implementation, activities to be undertaken, program guidelines, monitoring, etc. The Plan addresses the goals and objectives as outlined in the City's Strategic Plan included in the City's Five Year Consolidated Plan (2010-2015). The Draft Annual Action Plan was available for public review and comment from May 3, 2013 to June 3, 2013. No comments were received.

Community Development Block Grant (CDBG) Recommendations:

Annually, the City distributes CDBG funds to the community for non-public services. The projects being recommended for CDBG (non-public service) funding are identified in Exhibit A. The total being recommended for CDBG non-public service projects is \$200,000.

Community Development Block Grant (CDBG) and Human Services Endowment Fund (HSEF) Recommendations:

Annually, the City distributes CDBG, ESG and HSEF funds to the community for public services. The City is eligible to use up to 15% of its CDBG funds for public/human

services. The projects being recommended for CDBG (public service) and HSEF funding are identified in Exhibit B. The total amount recommended for public/human service projects is \$372,500.

Emergency Solutions Grant (ESG) Recommendations:

The Homeless Emergency Assistance and Rapid Transition to Housing (HEARTH) Act reauthorized the McKinney-Vento Homeless Assistance Act, which allows for federal funding for homeless assistance programs, including ESG entitlement funding. The HEARTH Act changes the name of the Emergency Shelter Grant to the Emergency Solutions Grant, focuses the funding on initiatives that assist to prevent and end homelessness, and increases funding allocated to entitlement jurisdictions. At least 40% of ESG funding must be allocated to homeless prevention or rapid re-housing activities.

In order to maximize the effectiveness of the ESG funds received by the City, the City put some of the ESG allocation into the United Way Funders Collaborative for FY 2013-2014. The Collaborative represents a group of private and public funders in Los Angeles County. The Home for Good Funders Collaborative is an unprecedented partnership of 18 public and private funders. The City of Pasadena is a member of the collaborative and participated in the RFP process issued by the Collaborative to fund homeless programs.

As part of this collaborative, the City will award \$38,500 of its ESG funding through this RFP, to be matched with \$38,500 of United Way funds each year for a one year total of \$77,000 of funding from both sources. Applicants for this funding had to propose a program that would serve solely eligible Pasadena residents. One proposal for City ESG funding was received in response to the RFP, from Door of Hope for Rapid Re-Housing Services.

City Set-Aside Recommendations:

Annually, the City Council sets aside CDBG funds in a sufficient amount to fund eligible City projects recommended by the City Manager. The projects being recommended are City administered activities that are required or vital to the City such as public facilities improvement projects, ADA compliance projects and MASH, as identified in Exhibit C. The total amount recommended for City-Set Aside projects is \$1,287,588.

HOME Investment Partnership Act (HOME) Recommendations:

HOME Investment Partnership Act (HOME) funds of \$796,328 are available for the housing categories identified in Exhibit D as part of the proposed 2013-2014 HOME program project.

Debt Service Obligations:

Annually the City has debt service obligations that utilize CDBG funds for repayment. The debt service obligation for 2013-2014 is identified in Exhibit E. The total amount for these obligations is \$358,453.

The table below summarizes the federal/ local funding sources totaling \$3,191,979 that are available for allocation to sub-recipients for the provision of proposed project services/ activities identified in the attached exhibits:

Funding Availability (2013-2014)

	Funding Sources	Amount
1	CDBG- Annual Entitlement	\$ 1,775,309
2	CDBG- Program Income	\$ 303,828
3	CDBG Reprogrammed Carryover Funds	\$ 69,404
4	HOME Annual Entitlement	\$ 552,315
5	HOME Carryover Funds Not Previously Committed	\$ 244,013
6	Emergency Shelter Grant Program (ESG)	\$ 127,931
7	ESG Match Funds (local)	\$ 9,179
8	Human Services Endowment Funds	\$ 110,000
	TOTAL	\$ 3,191,979

COUNCIL POLICY CONSIDERATION

This proposed action supports the City Council Strategic Planning Three-Year Goals specifically in the areas of improving, maintaining and enhancing public facilities and infrastructure, supporting the quality of life and maintaining fiscal responsibility and stability.

FISCAL IMPACT

Approval of the Annual Action Plan (2013-2014) by the City Council and subsequent approval by HUD will provide an allocation of \$3,191,979 (\$3,072,800 federal and \$119,179 local) for housing/ community development activities.

Approval of the Five-Year Consolidated Plan and Annual Action Plan also enables the City to be eligible for other federally funded programs requiring consistency with an adopted Five-Year Consolidated Plan/Annual Action Plan.

Respectfully submitted,

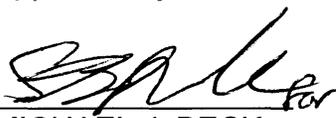

for _____
William K. Huang
Housing Director

Prepared by:



Valerie Babinski
CDBG Program Coordinator

Approved by:



MICHAEL J. BECK
City Manager

Attachments:

- Attachment A- CDBG Non-Public Service Funding Recommendations
- Attachment B- CDBG and HSEF Public Service Funding Recommendations
- Attachment B1- ESG Funding Recommendations
- Attachment C- City Set-Aside Project Funding Recommendations
- Attachment D- HOME Funding Recommendations
- Attachment E- Debt Service Obligations

Draft of the 2013-2014 Annual Action Plan is available in the City Clerk's Office.

Community Development Block Grant (CDBG) Program
2013-2014 Non-Public Service Projects

Staff Recommendations

Recommended by the Northwest Commission on 4/25/2013

#	PROPOSER/PROPOSED PROJECT	FUNDING REQUEST	FUNDING RECOMMENDATION
1.	GRID Alternatives <i>Pasadena Solar Program</i>	\$ 50,000	\$ 50,000
2.	Women at Work <i>Job Retention Services for Older Workers</i>	\$ 50,000	\$ 50,000
3.	Union Station Homeless Services <i>Public Facilities and ADA Compliance Project</i>	\$ 100,000	\$ 100,000
Sub-Total			\$ 200,000
TOTAL FUNDING RECOMMENDATION			\$ 200,000

CITY OF PASADENA
Community Development Block Grant (CDBG)/ Human Services Endowment Fund
Public/Human Services Projects- 2013-2014

Recommended by Human Services Commission April 25, 2012

No.	PROPOSER/PROPOSED PROJECT	FUNDING REQUEST	FUNDING RECOMMENDATION
EDUCATION			
1.	El Centro de Accion Social, Inc. <i>(Senior Citizens Programs)</i>	\$ 25,000	\$ 25,000
2.	Mothers' Club Community Center <i>(Mothers' Club Family Learning Center)</i>	\$ 25,000	\$ 25,000
SUBTOTAL		\$ 50,000	\$ 50,000
EMPLOYMENT AND TRAINING			
3.	Foothill Vocational Opportunities <i>Employment and Training for Pasadena Residents with Developmental Disabilities</i>	\$ 25,000	\$ 25,000
SUBTOTAL		\$ 25,000	\$ 25,000
FOOD & NUTRITION			
4.	Foothill Unity Center <i>(Nutrition Assistance Project)</i>	\$ 58,500	\$ 58,500
SUBTOTAL		\$ 58,500	\$ 58,500
HEALTH CARE SERVICES			
5.	Pasadena Mental Health Association <i>(Center & Outreach Counseling Program)</i>	\$ 25,000	\$ 25,000
6.	Pasadena Unified School District (PUSD) <i>(Health Services for NW Pasadena)</i>	\$ 85,000	\$ 85,000
SUBTOTAL		\$ 110,000	\$ 110,000

CITY OF PASADENA
Community Development Block Grant (CDBG)/ Human Services Endowment Fund
Public/Human Services Projects- 2013-2014

Recommended by Human Services Commission April 25, 2012

No.	PROPOSER/PROPOSED PROJECT	FUNDING REQUEST	FUNDING RECOMMENDATION
SERVICES FOR YOUTH AND YOUNG ADULTS			
7.	Armory Center for the Arts <i>Armory Teen Initiative</i>	\$ 25,000	\$ 25,000
8.	Boys and Girls Clubs of Pasadena <i>Capacity Building Project</i>	\$ 25,000	\$ 25,000
9.	Journey House <i>Emancipated Foster Youth Services Project</i>	\$ 29,000	\$ 29,000
10.	Pasadena City College Foundation <i>Project LEAP</i>	\$ 25,000	\$ 25,000
11.	YWCA Pasadena-Foothill Valley <i>Just for Girls After School Program</i>	\$ 25,000	\$ 25,000
SUBTOTAL		\$ 129,000	\$ 129,000
TOTAL			\$ 372,500

CITY OF PASADENA
Emergency Solutions Grant t (ESG)/
Public/Human Services Projects- 2013-2014

Recommended by Human Services Commission May 7, 2013

PROPOSER/PROPOSED PROJECT	FUNDING REQUEST	FUNDING RECOMMENDATION
HOMELESSNESS		
Door of Hope <i>Case Management for Homeless Families</i>	\$ 29,276	\$ 22,502
Union Station Homeless Services <i>Family Center Case Management</i>	\$ 25,000	\$ 19,250
ECPAC <i>Homeless Prevention Services</i>	\$ 25,000	\$ 19,250
ECPAC <i>Bad Weather Shelter</i>	\$ 25,000	\$ 19,250
United Way <i>Funders Collaborative Door of Hope Project</i>	\$ 50,000	\$ 38,500
ESG Administration		\$ 7,388
ESG HMIS Management		\$ 1,791
SUBTOTAL	\$ 154,276	\$ 127,931

ATTACHMENT C

CITY OF PASADENA
 FUNDING RECOMMENDATION
 Community Development Block Grant (CDBG) Program
 City Set-Aside Activities - 2013-2014

No.	PROPOSER/PROPOSED PROJECT	FUNDING REQUEST	FUNDING RECOMMENDATION
1.	Public Works Department- BSFMD <i>Capital Improvement and ADA Compliance Projects</i> <ul style="list-style-type: none"> • ADA Compliance at the Police Department (\$15,651) • Villa Parke ADA Lift Installation (\$35,000) 	\$ 120,651	\$ 50,651
2.	Public Works Department- P&NR <i>Villa Park ADA Compliance and Energy Efficiency Project</i>	\$ 449,915	\$ 216,111
3.	Housing Department <i>Maintenance Assistance Services to Homeowners (MASH)</i>	\$ 575,000	\$ 575,000
4.	Housing Department <i>CDBG Program Administration</i> <ul style="list-style-type: none"> • Includes Fair Housing 	\$ 415,826	\$ 415,826
5.	DoIT <i>La Pintesca Library Cable Project*</i>	\$ 30,000	\$ 30,000
SUBTOTAL		\$1,591,392	\$1,287,588

* Funded with \$30,000 in carry over funds

Annual Action Plan FY 2014

HOME Funds - Federal Fiscal Year 2013 Allocation

<u>Proposed Activities</u>	<u>Funding Amount</u>
Housing Rehab and/or New Development Projects	\$414,236
CHDO Reserve (15% for housing rehab or new development projects)	\$ 82,848
Administration (10%)	\$ <u>55,231</u>
TOTAL	\$552,315

HOME Carry Forward Funds - Federal Fiscal Year 2011 Allocation (not previously allocated or committed)

<u>Proposed Activities</u>	<u>Funding Amount</u>
CHDO Reserve (15% for housing rehab or new development projects)	\$244,013*
TOTAL	\$244,013

*Must be committed to a project(s) by 9/30/12.

CITY OF PASADENA

Debt Service 2013 - 2014

No.	PROPOSER/PROPOSED PROJECT	FUNDING REQUEST	FUNDING RECOMMENDATION
1.	Housing Department <i>Section 108 - Loan Repayment for the Fair Oaks Renaissance Plaza Shopping Center</i>	\$ 358,453	\$ 358,453
	TOTAL	\$ 358,453	\$ 358,453

RESOLUTION NO. _____

A RESOLUTION OF THE PASADENA CITY COUNCIL APPROVING THE ANNUAL ACTION PLAN (2013-2014) AND SPECIFICALLY, THE PROJECTED USE OF FUNDS TO BE ALLOCATED BY THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (“HUD”) TO THE CITY FOR ITS FISCAL YEAR 2013-2014 PARTICIPATION UNDER THE COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”), EMERGENCY SOLUTIONS GRANT (“ESG”), AND HOME INVESTMENT PARTNERSHIP ACT (“HOME”) PROGRAMS; AUTHORIZING THE CITY’S SUBMITTAL OF THE ANNUAL ACTION PLAN (2013-2014) TO HUD AND APPLICATION OF SUCH FUNDS TO HUD; APPROVING THE ALLOCATION OF SUCH FUNDS TO DESIGNATED SUB-RECIPIENTS; AND APPROVING THE CITY’S ALLOCATION OF \$110,000 FROM THE CITY’S HUMAN SERVICES ENDOWMENT FUND (“HSEF”).

WHEREAS, the City of Pasadena (“the City”) is a municipal corporation which exercises governmental functions and powers, and is a chartered city organized and existing under the laws of the State of California; and

WHEREAS, after publication of notice, a public hearing has been duly held by the City Council to consider (1) the approval of the Annual Action Plan (2013-2014), and the submittal thereof to HUD as the City’s application of funds to the City under the CDBG, ESG, and HOME programs; (2) the proposed use and allocation of said funds; and (3) the proposed use and recipient allocation of \$110,000 from the City’s Human Services Endowment Fund for the City’s Fiscal Year 2013-2014;

NOW, THEREFORE, BE IT RESOLVED by the Pasadena City Council as follows:

1. The terms and provisions of the Annual Action Plan (2013-2014) are hereby approved and the City Manager is hereby authorized and directed to submit the Annual Action Plan (2013-2014) to HUD, together with any and all other documents, assurances and certificates as are lawful and necessary to complete the City's reprogramming of funds and to secure the obtainment thereof under the CDBG, ESG, and HOME Programs for Fiscal Year 2013-2014.

2. The City Clerk is hereby authorized and directed for and on behalf of the City to attest any documents, assurances and certificates executed by the City Manager which are deemed necessary and appropriate by HUD to complete the City's application for an allocation of funds, to secure the obtainment thereof under CDBG, ESG and HOME Programs for Fiscal Year 2013-2014

3. The funds to be allocated to the City by HUD under the CDBG, ESG and HOME Programs for activities and to those sub-recipients described in the Annual Action Plan for Fiscal Year 2013-2014, and the agenda report presented to the City Council at the meeting at which this resolution was adopted, is hereby approved by the City Council.

4. The allocations of \$110,000 from the City's Human Services Endowment Fund and CDBG funds, in the amounts designated recipients recommended by the Human Services Commission, are hereby approved.

5. The City Manager is further authorized and directed to execute, and the City Clerk to attest, service delivery agreements, in the form acceptable to the City Attorney, for the allocation of CDBG, ESG, HOME, HSEF and matching funds to the sub-recipients and recipients described in the Annual Action Plan for Fiscal Year 2013-2014 and/or in the agenda report presented to City Council at the meeting at which this resolution was adopted.

Adopted at the regular meeting of the Pasadena City Council on the 17th day of
JUNE 2013, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

MARK JOMSKY, CMC
CITY CLERK

APPROVED AS TO FORM:

A handwritten signature in black ink, appearing to read "Brad L. Fuller", is written over a horizontal line.

BRAD L. FULLER
ASSISTANT CITY ATTORNEY