



# Agenda Report

August 8, 2016

**TO:** Honorable Mayor and City Council

**FROM:** Housing and Career Services Department

**SUBJECT: PUBLIC HEARING: SUBSTANTIAL AMENDMENT TO THE ANNUAL ACTION PLAN (2016-2017) FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM; REPROGRAMMING FUNDS IN THE AMOUNT OF \$57,035 FROM DOOR OF HOPE AND ALLOCATING ADDITIONAL FUNDS IN THE AMOUNT OF \$4,807 TO THE UNION STATION HOMELESS SERVICES PROJECT TOTALING \$61,842**

## **RECOMMENDATION:**

It is recommended that upon close of the public hearing the City Council take the following actions:

- 1) Find that the recommended action is exempt from the California Environmental Quality Act ("CEQA") pursuant to State CEQA Guidelines per Section 15061 (b) (3), the General Rule that CEQA only applies to projects that may have an effect on the environment; and
- 2) Approve the submission to the U.S. Department of Housing and Urban Development of a Substantial Amendment to the Annual Action Plan (2016-2017) as described in the report to reprogram Community Development Block Grant ("CDBG") funds in the amount of \$57,035 from the Door of Hope and to allocate additional CDBG funds in the amount of \$4,807 for the Union Station Homeless Services project totaling \$61,842.

## **BACKGROUND:**

The Annual Action Plan sets forth the projected uses of federal entitlement funds, including Community Development Block Grant ("CDBG") program funds for the coming program year, and addresses the available resources for program implementation, activities to be undertaken, program guidelines, and monitoring. The Plan addresses the efforts made toward accomplishing the goals and objectives included in the City's Five-Year Consolidated Plan (2015-2019).

On May 2, 2016, the City Council convened a public hearing approving the submission of the Annual Action Plan (2016-2017) as an application to the U.S. Department of Housing and Urban Development (HUD). As part of that Plan, \$57,035 in CDBG funds were awarded to a homeless facility, Door of Hope, to make needed ADA improvements. Shortly after the approval of the Plan, Door of Hope informed City staff that implementation of the facility improvement project could not start in a timely manner due to fiscal complications and project design flaws.

Being that the City is under a strict deadline to draw down CDBG funds in a timely manner, staff recommends reprogramming the Door of Hope funds to the next highest ranked proposal, which was submitted by Union Station Homeless Services (USHS). The USHS proposal is a homeless facility improvement project consisting of the replacement of the 12-year old HVAC and boiler system which is inefficient in heating the shelter. The 50-bed homeless facility is located at 825 E. Orange Grove Blvd. The cost of the USHS project is \$61,842 and will be funded with \$57,035 from Door of Hope reprogrammed CDBG funds, plus \$4,807 in unspent CDBG funds.

The proposed funding modifications require that the Annual Action Plan be amended in accordance with HUD regulations by a "Substantial Amendment" (as that term is used by HUD). The subject Substantial Amendment was issued for public review from June 30, 2016 to August 1, 2016 in a published notice of the scheduled public hearing to amend the 2016-2017 Annual Action Plan. To date no public comments have been received regarding the Amendment.

#### **ENVIRONMENTAL ANALYSIS:**

The action proposed herein is exempt from the California Environmental Quality Act (CEQA), pursuant to State CEQA Guidelines Section 15061 (b)(3), the "General Rule" provision of CEQA which applies to projects which may have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA. The approval of the subject Amendment to the Annual Action Plan is a funding mechanism only and is excluded from the definition of "project" pursuant to State CEQA Guidelines Section 15378(b)(4). Nor does the proposed action constitute a final funding commitment to the USHS project, as the proposed funding may change if necessary. Therefore, the action proposed herein will not have a significant effect on the environment and, hence, is not subject to CEQA. Prior to any work that may take place as a result of the funding mechanism herein, appropriate environmental review of the project will take place.

**COUNCIL POLICY CONSIDERATION:**

This proposed action supports the City Council Strategic Planning Three-Year Goals in the areas of improving, maintaining, and enhancing public facilities and infrastructure; improving mobility and accessibility throughout the City of Pasadena; and supporting and promoting the quality of life and the local economy.

**FISCAL IMPACT:**

There is no fiscal impact as a result of this action and it will not have any indirect or support cost requirements. The anticipated impact to other operational programs or capital projects as a result of this action will be none.

Respectfully submitted,



for

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Housing and Career Services

Prepared by:



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Approved by:



STEVE MERMELL  
City Manager