

Agenda Report

TO: CITY COUNCIL
COMMUNITY DEVELOPMENT COMMISSION

DATE: JUNE 13, 2005

FROM: CITY MANAGER/CHIEF EXECUTIVE OFFICER

SUBJECT: JOINT PUBLIC HEARING: APPROVAL/SUBMITTAL OF THE FIVE YEAR CONSOLIDATED PLAN (2005-2010) AND ANNUAL ACTION PLAN (2005-2006) AS THE APPLICATION AND STATEMENT OF PROJECTED USE OF FUNDS FOR THE U. S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), EMERGENCY SHELTER GRANT (ESG), HOME INVESTMENT PARTNERSHIP ACT (HOME), AND CERTAIN RELATED HUMAN SERVICES ENDOWMENT FUND (HSEF) PROGRAMS

RECOMMENDATIONS

1. It is recommended that the City Council/Community Development Commission (Commission) hold a joint public hearing to consider:
 - (a) The Five Year Consolidated Plan/Annual Action Plan as an application for participation CDBG, ESG and HOME Programs; and
 - (b) The proposed 2005-2006 projects/allocation of the City's HSEF.
2. It is recommended that the City Council/Commission adopt a resolution:
 - (a) Approving the filing with HUD of the City's Five Year Consolidated Plan (2005-2010);
 - (b) Approving the 2005-2006 Annual Action Plan including the proposed funding and projects:
 - (1) An application for CDBG entitlement funds in the amount of \$2,553,569;

- (2) The allocation of CDBG prior year program income - \$237,716;
- (3) The reprogramming of \$92,000 in prior years unexpended CDBG funds;
- (4) Application for ESG funds - \$98,526; and
- (5) Application for HOME funds - \$1,291,070.

(c) Authorizing the City Manager to execute, and the City Clerk to attest, the Five Year Consolidated Plan (2005-2010) and Annual Action Plan (2005-2005) and any and all other documents deemed necessary by HUD to obtain the allocation of the aforementioned federal CDBG/ESG/HOME funds.

(d) Authorizing, upon HUD's approval of the City of Pasadena's application, the City Manager to execute, and the City Clerk to attest, the agreements, in a form acceptable to the City Attorney, with all of the recipients and/or sub-recipients recommended for funding.

(e) Approving an annual allocation from the City of Pasadena's HSEF - \$113,200 for the proposed projects; and authorizing the City Manager to execute, and the City Clerk to attest, the agreements, in a form acceptable to the City Attorney, with all of the sub-recipients recommended for funding.

3. It is recommended that the Community Development Commission:

(a) Appropriate \$99,321 from the Federal National Mortgage Association Credit Facility Loan (FNMA) Interest Earnings as the required local match to the HUD ESG allocation; and

(b) Authorize the Chief Executive Officer to execute, and the Secretary to attest, the agreements with the approved sub-recipient in a form acceptable to the General Counsel.

ADVISORY BODIES

The Northwest Commission recommended City Council approval of the proposed non-public service projects on Thursday, April 28, 2005 (Exhibit A). The Human Services Commission recommended City Council approval of the proposed public/human service projects on Tuesday, May 24, 2005 (Exhibit B).

EXECUTIVE SUMMARY

The Consolidated Plan is a comprehensive planning document, an application for federal funds and a strategy tool to implement federal and local housing and community development activities. The Five Year Consolidated Plan was prepared based on a comprehensive assessment of historic, present and projected data regarding the socio-economic conditions of the City. The efforts included data collection and analysis, citizen/community outreach and input, surveys, etc., of readily available information regarding the City's housing and community development needs/priorities.

The key elements of the Five Year Consolidated Plan are:

- Citizen Participation/Public Review - the local process for resident participation in the development of the plan.
- Housing and Homeless Needs Assessment - the City's estimated housing needs for the ensuing five-year period.
- Housing Market Analysis - the significant characteristics of the City's housing market, including the supply, demand, condition, cost of housing and the housing stock available to serve persons with disabilities and persons with HIV/AIDS and their families.
- The Strategic Plan - an overview of the City's housing and community development five-year goals and objectives derived from community input, City/Commission approved plans, and other related documents.
- Annual Action Plan - the 2005-2006 resources and projects to be utilized in addressing the Strategic Plan goals/objectives.

BACKGROUND

Five-Year Consolidated Plan (2005 - 2010)

In January 1995, HUD required local jurisdictions to consolidate the planning, funding and reporting aspects of the Community Development Block Grant (CDBG), Emergency Shelter Grant (ESG), and Home Investment Partnership Act (HOME) Programs by utilizing a Five-Year Consolidated Plan process. This five-year planning process was designed to encourage the development of viable communities through the provision of decent housing, suitable living environments and expanded economic opportunities, principally for low-moderate income persons.

As required by HUD, the City's Five-Year Consolidated Plan has been developed through an extensive community outreach and citizen participation process. This outreach effort consisted of multiple contacts (flyers/public notices/meetings, and public hearings). Opportunities were provided for residents, agencies, and other interested parties to receive information, review/submit comments regarding development of the Plan and the range of activities that may be undertaken.

Several public meetings were held with local public and private agencies, groups, and organizations whose primary focus is affordable housing, homeless persons, at-risk-to-homeless households, children, employment/economic development, persons with mental and physical disabilities, persons with HIV/AIDS and their families, seniors, etc. Public meetings and a public hearing was conducted with the following:

- | | |
|--|--|
| 1. Accessibility/Disability Commission | 5. Northwest Commission (public hearing) |
| 2. Commission on the Status of Women | 6. Planning Commission |
| 3. Community Development Committee (CDC) | 7. Senior Commission |
| 4. Human Services Commission | 8. Pasadena Housing/Homeless Network |

Annual Action Plan (2005 - 2006)

The Annual Action Plan sets forth the projected use of funds for the coming year. City Council approved the CDBG City Set-Aside projects on March 28, 2005 (Exhibit A). The Action Plan addresses the available resources for program/project implementation, activities to be undertaken, program guidelines, monitoring, etc.

The following federal/local funding sources are available for allocation to sub-recipients for the provision of "public/human service" and "non-public service" projects (\$4,485,402) as noted in Exhibits A - C and in the chart below:

FUNDING AVAILABILITY (2005 - 2006)

#	Funding Sources	Amount
1.	CDBG-Entitlement	\$2,553,569
2.	CDBG-Prior Year Unexpended Funds	92,000
3.	CDBG-Prior Year Program Income	237,716
4.	HOME	1,291,070
5.	ESG	98,526
6.	FNMA Interest Earnings (ESG Local Match)	99,321
7.	Human Services Endowment Fund (HSEF)	113,200
	TOTAL FUNDING AVAILABLE	\$4,485,402

CHILDREN, YOUTH AND FAMILY IMPACT

It is anticipated that approval of the recommendations will allow the provision of public/human services, fair housing, economic development, housing activities, code enforcement, etc., that will have a positive impact on the quality of life for local children, youth and families.

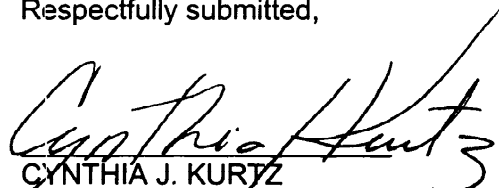
FISCAL IMPACT

Approval of the Five Year Consolidated Plan and Annual Action Plan by the City Council/Pasadena Community Development Commission and subsequent approval by HUD will provide an allocation of over \$4.4 million dollars (\$4,272,881 federal; \$212,521 local) dollars for housing/community development activities within the City.

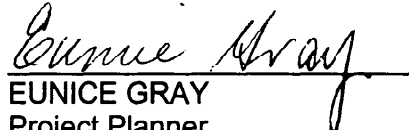
- CDBG Program - \$2,883,285.
- ESG Program - \$197,847 (\$98,526 federal; \$99,321 local).
- Human Services Endowment Fund (HSEF) - \$113,200.
- HOME Program - \$1,291,070.

Approval of the Consolidated Plan also enables the City to be eligible for other federally funded programs requiring consistency with an adopted Consolidated Plan. Additionally, approximately \$11.5 million dollars will be available to augment federal funds allocated for affordable housing activities.

Respectfully submitted,


CYNTHIA J. KURTZ
City Manager/Chief Executive Officer


Prepared by:


EUNICE GRAY
Project Planner


Reviewed by:


GREGORY ROBINSON
Housing/Community Development Administrator

Approved by:


RICHARD J. BRUCKNER
Director, Planning/Development Dept.

Concurrence:


PATRICIA A. LANE
Director, Human Services/Recreation Dept.

Attachments: Exhibits A - D

City of Pasadena
Community Development Block Grant (CDBG) Program (2005-2006)
Non-Public Service Projects

PROPOSER	PROPOSED PROJECT	REQUEST	RECOMMENDED
NORTHWEST COMMISSION FUNDING RECOMMENDATIONS			
ADMINISTRATIVE/PLANNING			
Housing Rights Center	Fair Housing Program	\$ 63,000	\$ 58,000
Center for Community & Family Services, Inc.	Teach One Youth Foundation's Planning Project	37,500	14,000
Sub-Total			\$ 72,000
ECONOMIC DEVELOPMENT			
Pasadena Development Corporation	Small Business Assistance Program	\$ 500,000	\$ 231,000
Pasadena Enterprise Center	Business Incubator Program	170,000	73,000
Institute of Popular Education (IDEPSCA)	Pasadena Community Job Center	139,343	70,000
Institute for Urban Research & Development	Project Advance	133,536	68,000
Sub-Total			\$ 442,000
HOUSING			
Pasadena Neighborhood Housing Services, Inc.	Neighborhood Impact Program	\$ 1,027,615	\$ 198,000
Sub-Total			\$ 198,000
PUBLIC FACILITIES AND IMPROVEMENTS			
Center for Community & Family Services, Inc.	Head Start Classroom & Playground	\$ 67,500	\$ 23,949
Sub-Total			\$ 23,949
Northwest Commission Funding Recommendation Totals			\$ 735,949
City Set-Aside Projects			
CODE ENFORCEMENT			
Planning and Development Department	Code Enforcement Task Force	\$ 259,753	\$ 244,048
Sub-Total			\$ 244,048
ECONOMIC DEVELOPMENT			
Human Services and Recreation Department	Job Development - Construction Trades	\$ 48,000	\$ 30,000
Planning and Development Department	Section 108 - Loan Repayment	313,449	313,449
Planning and Development Department	Employment Hall	60,000	60,000
Sub-Total			\$ 403,449
HOUSING			
Planning and Development Department	Maintenance Assistance Services to Homeowners (MASH)	\$ 722,000	\$ 620,000
Sub-Total			\$ 620,000
PLANNING			
Planning and Development Department	CDBG Program Administration	\$ 466,854	\$ 466,854
Sub-Total			\$ 466,854
Total City Set-Aside			\$ 1,734,351
(NON-PUBLIC SERVICES) GRAND TOTAL			\$ 2,470,300

Exhibit B

**City of Pasadena
Public/Human Service Projects (2004 – 2006)**

PROPOSER/PROPOSED PROJECT	ACTUAL 2004-2005	RECOMMENDED 2005-2006
COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROGRAM		
AAF Rose Bowl Aquatics Center <i>Olympic Challenge Innovative Program</i>	\$ 27,000	\$ 27,000
Center for Aging Resources <i>Elder Abuse Prevention and Intervention</i>	25,000	25,000
Coalition for Zero Violence <i>Pasadena Prevents</i>	0	0
Community Health Alliance of Pasadena <i>Making Smiles Bright Dental Health</i>	*24,000	*24,000
El Centro de Accion Social, Inc. <i>Pena Juvenil Program</i>	52,000	52,000
Journey House Inc. <i>Program Expansion Project</i>	35,710	35,710
Mothers' Club Community Center, Inc. <i>Orange Grove Family Center</i>	42,000	42,000
Pasadena Mental Health Association <i>Counseling Program</i>	40,000	40,000
Pasadena Unified School District <i>Cleveland/Madison/Rose City Family Centers</i>	45,000	45,000
Pasadena Unified School District <i>Pasadena LEARNS at Blair Magnet School</i>	15,000	15,000
Pasadena Unified School District <i>Young and Healthy</i>	30,000	30,000
URDC Human Services Corporation <i>Family Access to Health Prevention & Treatment</i>	25,000	25,000
YWCA Pasadena-Foothill Valley <i>Just for Girls After School Program</i>	27,290	27,290
Sub-Total	\$ 388,000	\$ 388,000
EMERGENCY SHELTER GRANT (ESG) PROGRAM		
Ecumenical Council of Pasadena Area Churches <i>Emergency Homeless Response Program</i>	\$ 40,000	**\$ 75,000
Ecumenical Council of Pasadena Area Churches <i>Emergency Shelter Project</i>	30,000	30,000
Salvation Army <i>Expansion of Social Services</i>	0	0
Union Station Foundation <i>Meals Program</i>	52,000	52,000
Union Station Foundation <i>Sources: Job Training and Preparation</i>	61,000	**72,324
Sub-Total	\$ 183,000	\$ 229,324
HUMAN SERVICES ENDOWMENT FUND (HSEF)		
Armenian Relief Society <i>Community Social Services</i>	\$ 25,728	\$ 25,728
Child Care Information Services <i>Children in Crises</i>	20,000	20,000
Pasadena Senior Center <i>Project Reach Out</i>	25,700	25,700
The Sycamores <i>Job Readiness Workshop</i>	30,000	30,000
Sub-Total	\$ 101,428	\$ 101,428
El Centro de Accion Social, Inc <i>Villa Parke Senior Network</i>	\$ 34,800	\$ 34,800
	CDBG \$ 23,028	CDBG \$ 23,028
	HSEF \$ 11,772	HSEF \$ 11,772
Sub-Total	\$ 34,800	\$ 34,800
Total Public/Human Services Funding Sources:	2004-2005	2005-2006
Community Development Block Grant Program	\$ 411,028	\$ 411,028
Emergency Shelter Grant/American Communities Fund (ACF)	\$ 183,000	\$ 229,324
Human Services Endowment Fund/HSEF	\$ 113,200	\$ 113,200
TOTAL	\$ 707,228	\$ 753,552

*CDBG funds from Coalition for Zero Violence reprogrammed to CHAP (\$24,000 per year).

** ESG funds from Salvation Army reprogrammed to EHRP (\$35,000) & Sources (\$11,324).

Exhibit C

**City of Pasadena / Pasadena Community Development Commission
Home Investment Partnership Act (HOME) 2005 - 2006**

HOME PROGRAM ACTIVITIES		FUNDING AMOUNTS
1.	American Communities Fund Reserves	\$558,000
2.	HOME Program Administration	\$54,107
3.	CHDO Reserve (15%)	\$193,661
4.	Homeownership Opportunities Program (HOP)	\$200,000
5.	HOME Tenant based Rental Assistance Program (TBRA)	\$178,963
6.	Rental Rehabilitation Program	\$106,339
TOTAL		\$1,291,070

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF PASADENA/ PASADENA COMMUNITY DEVELOPMENT COMMISSION (“COMMISSION”) APPROVING THE CITY’S FIVE-YEAR CONSOLIDATED PLAN (2005-2010) AND AN ANNUAL ACTION PLAN (2005-2006) 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 2005-2006 PARTICIPATION UNDER THE COMMUNITY DEVELOPMENT BLOCK GRANT (“CDBG”), EMERGENCY SHELTER GRANT (“ESG”), AND THE HOME INVESTMENT PARTNERSHIP ACT (HOME) PROGRAMS; AUTHORIZING THE CITY’S SUBMITTAL OF THE ANNUAL ACTION PLAN (2005-2006) AND APPLICATION FOR SUCH FUNDS TO HUD; APPROVING THE ALLOCATION OF SUCH FUNDS TO DESIGNATED SUB-RECIPIENTS; AND APPROVING THE CITY’S ALLOCATION OF \$113,200 IN FUNDS FROM THE CITY’S HUMAN SERVICES ENDOWMENT FUND (HSEF) TO DESIGNATED RECIPIENTS FOR THE CITY’S FISCAL YEAR 2005-2006

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, the Pasadena Community Development Commission (the “Commission”) has been duly created, established and authorized to transact business and exercise its powers under and pursuant to the Community Redevelopment Law (Part 1 of Division 24 of the Health and Safety Code of the State of California); and,

WHEREAS, after publication of notice, a joint public hearing has been duly held by the City Council and this Commission to consider (1) the approval of the Five-Year Consolidated Plan (2005-2010); (2) the approval of the Annual Action Plan (2005-2006); and the submittal thereof to HUD as the City’s application for the allocation by HUD of funds to the City under the CDBG, ESG, and HOME programs; (3) the proposed use and allocation of said funds, along

with, in the case of the Emergency Shelter Grant Program, a matching grant from the Commission, to designated subrecipients; and (4) the proposed use and recipient allocation of \$113,200 from the City's Human Services Endowment Fund for the City's Fiscal Year 2005-2006; and,

WHEREAS, the Commission has authorized, concurrently with the action being taken by the City Council pursuant to this Resolution, the allocation of \$99,321 from the National Mortgage Association Credit Facility Loan (FNMA) Interest Earnings as the required local match to the HUD/ESG allocation for Fiscal Year 2005-2006; and,

WHEREAS, the City Council has heretofore established a Human Services Endowment Fund and has determined that the sum of \$113,200 is available from that fund for allocation to eligible recipients during the City's Fiscal Year 2005-2006.

NOW, THEREFORE, BE IT RESOLVED by the Pasadena City Council/Pasadena Community Development Commission as follows:

1. The provisions of the Five-Year Consolidated Plan (2005-2010) are hereby approved.
2. The terms and provisions of the Annual Action Plan (2005-2006) are hereby approved and the Chief Executive Officer of the Commission is hereby authorized and directed to submit the Five-Year Consolidated Plan and the Annual Action Plan (2005-2006) to HUD, together with any and all other documents, assurances and certificates as are lawful and necessary to complete the City's application for an allocation of funds and to secure the obtainment thereof under the CDBG, ESG, and HOME Programs for Fiscal Year 2005-2006.
3. The Secretary to the Commission is hereby authorized and directed for and on behalf of the Commission to attest any documents, assurances and certificates executed by the

Chief Executive Officer which are deemed necessary and appropriate by HUD to complete the City's application for an allocation of funds and to secure the obtainment thereof under the CDBG, ESG, and HOME Programs for Fiscal Year 2005-2006.

4. That the allocation of the funds to be allocated to the City by HUD under the CDBG, ESG, and HOME programs, for the activities and to those subrecipients described in the Annual Action Plan (2005-2006) and the agenda report presented to the Commission at the meeting at which this resolution was adopted, is hereby approved as modified by this Commission.

5. That the allocation of \$113,200 from the City's Human Services Endowment Fund in the amounts and to the recipients set forth in the agenda report, as recommended by the Human Services Commission, is hereby approved.

6. That the Chief Executive Officer is hereby further authorized and directed to execute, and the Secretary to the Commission to attest, service delivery agreements, in form acceptable to the City Attorney, for the allocation of CDBG; ESG; and \$113,200 in Human Services Endowment Funds to the subrecipients and recipients described in the Annual Action Plan (2005-2006) and/or in the agenda report presented to the Commission at the meeting at which this resolution was adopted.

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Adopted at the regular meeting of the Pasadena City Council/Pasadena Community
Development Commission on the 13th day of June 2005, by the following vote:

AYES:

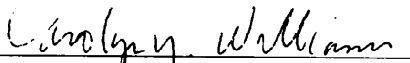
NOES:

ABSENT:

ABSTAIN:

JANE L. RODRIGUEZ, CMC
SECRETARY

APPROVED AS TO FORM:



Carolyn Y. Williams
Assistant General Counsel