

Agenda Report

May 16, 2022

TO: Honorable Mayor and City Council

FROM: Housing Department

SUBJECT: APPROVAL OF SUBRECIPIENT AGREEMENT AMENDMENTS WITH FOOD PANTRY PROGRAMS; COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)-CV FUNDS

RECOMMENDATION:

It is recommended that 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 "common sense" provision that CEQA only applies to projects that may have an effect on the environment; and
- 2) Approve subrecipient agreements in the total amount of \$589,164, funded with federal CDBG-CV grant dollars, with food pantry program operators to address households experiencing food insecurity caused by the coronavirus pandemic.

BACKGROUND:

On November 23, 2020, City Council approved a Substantial Amendment to the 2020-21 Annual Action Plan allocating \$1.1 million dollars in CDBG-CV Round 3 funds for food pantry services under the Parks, Recreation & Community Service ("PRCS" Department). The funding was made available by the U.S. Department of Housing & Urban Development (HUD) through the Coronavirus Aid, Relief, and Economic Security Act (CARES Act), and are restricted to activities that prevent, prepare for and respond to COVID-19.

On May, 10, 2021, City Council approved funding for five (5) organizations and pre-award administration for the Parks, Recreation and Community Services Department ("PRCS") in connection with the Pasadena Food Pantry Program (the "Program"). The Program provides groceries to households experiencing food insecurity caused by the coronavirus pandemic. In its first year of operation, the Program was administered by PRCS. During that time, the Pasadena Senior Center dropped out of the program due

to staffing capacity. On January 31, 2022, City Council approved the restructuring of the Program to transfer the administration function from PRCS to the individual organizations. As a result, the total funds awarded to PRCS will be reduced to \$278,515 to cover the first year of administration costs (\$31,414) and program costs paid through PRCS to the food pantries (\$247,101). In total, the City will allocate \$589,164 for the Program.

Original Allocation	Agency Name	1st Year Expenditures Under PRCS Admin	New Direct Budget
\$125,000	National Day Laborer Organization Network	\$85,005	\$91,996
\$125,000	First AME Church	\$111,075	\$113,925
\$25,000	First United Methodist Church	\$10,281	\$19,718
\$175,000	Foothill Unity Center	\$40,740	\$85,010
\$650,000	Parks, Recreation, and Community Service Department	\$31,414	\$278,515
\$1,100,000	Total	\$278,515	\$589,164

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 "common sense" 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 subrecipient agreements to fund food programs will not have a significant effect on the environment and, hence, is not subject to CEQA.


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:

Approval of this recommended action has no fiscal impact because there will be no net change in the amount of funds totaling \$589,164 which were previously allocated by Council and which are in the current FY 2022 Operating Budget.


Respectfully submitted,



Jim Wong (May 9, 2022 18:00 PDT)

WILLIAM K. HUANG
Housing Director

Prepared by:



Randy Mabson (May 9, 2022 17:59 PDT)

RANDY MABSON
Program Coordinator

Approved by:



CYNTHIA J. KURTZ
Interim City Manager