



City of Emeryville

CALIFORNIA

MEMORANDUM

DATE: June 1, 2021

TO: Christine Daniel, City Manager

FROM: Charles S. Bryant, Community Development Director

SUBJECT: **Resolution Of The City Council Of The City Of Emeryville Authorizing The City Manager To Enter Into An Agreement By And Between The County Of Alameda And The City Of Emeryville For The Purpose Of Carrying Out The Community Development Block Grant Program (CDBG) For Fiscal Year 2021-22, Amending The Fiscal Year 2021-2022 Operating Budget To Increase Revenues And Expenditures In The CDBG Fund (Fund No. 205) By \$53,105 To \$63,500 And Increase The Appropriation For Meals On Wheels Programs (Fund No. 205) By \$5,105 To \$15,500, And Appropriating \$48,000 To The Fiscal Year 2021-2022 Capital Improvement Program Budget For Senior Center Accessibility Improvements (General Major Maintenance CIP Project No. FM-01)**

RECOMMENDATION

Staff recommends that the City Council adopt the above-entitled resolution authorizing the City Manager to enter into an Agreement with Alameda County to carry out the Community Development Block Grant (CDBG) Program for Fiscal Year 2021-22.

BACKGROUND

The City of Emeryville is part of the Alameda County Urban County under the guidelines of the CDBG program administered through the federal Department of Housing and Urban Development (HUD). Cities must have populations of 50,000 or more in order to directly receive CDBG entitlement funds. Because Emeryville's population is below this threshold, its CDBG funds are provided through Alameda County's Housing and Community Development Department (HCD). The other cities comprising the Alameda County Urban County are Albany, Dublin, Newark, and Piedmont.

As the entitlement jurisdiction for Urban County CDBG funds and Alameda County HOME Consortium funds, Alameda County HCD enters into three-year "Cooperation Agreements" with the Urban County cities participating in the CDBG and HOME programs. On June 16, 2020, the City Council adopted Resolution No. 20-60 authorizing the execution of a new Cooperation Agreement with Alameda County for federal fiscal years 2021 through 2023.

Alameda County HCD uses a formula for allocating funds among the Urban County jurisdictions. The formula is based upon the percentage of population under the poverty level and the percentage of substandard housing in each jurisdiction. Each year, upon notification from HUD of the Alameda County Urban County grant amount, the County informs the City of its share. HUD requires an annual agreement between the individual

Urban County cities and Alameda County that specifies how each city's CDBG allocation will be programmed. The County has administered Emeryville's CDBG program on behalf of the City since Fiscal Year 2015-16.

DISCUSSION

The CDBG allocation of federal funds through the Urban County to the City of Emeryville is \$81,209 for Fiscal Year 2021-22. The attached Agreement describes how this allocation will be programmed by the County. The distribution of funds for activities within Emeryville is similar to prior fiscal years; however, this agreement includes \$32,561 towards making ADA accessible improvements at the Senior Center.

A resolution has been prepared to authorize the City Manager to enter into an agreement with Alameda County for the CDBG Program for Fiscal Year 2021-22. The CDBG Agreement between the City and County is attached as Exhibit A to the accompanying resolution. The Agreement specifies that the City's FY 2021-22 funding will be allocated as follows:

Emeryville Meals-On-Wheels Program	\$ 15,500
ADA Improvements to Emeryville Senior Center	\$ 32,561
Minor Home Repair Program	\$ 26,548
Program Administration	\$ 6,600
<hr/> TOTAL Fiscal Year 2020-21 CDBG	<hr/> \$ 81,209

FISCAL IMPACT

This allocation process has no impact on the General Fund. CDBG funds in the amount of \$81,209 for Fiscal Year 2021-22 are allocated from federal funds through the Urban County to the City of Emeryville and administered by Alameda County. Of this amount, \$48,061 will be expended by the City for the Meals-On-Wheels Program (\$15,500) and the Senior Center ADA Improvements (\$32,561), while \$33,148 will be expended by Alameda County directly for the Minor Home Repair Program (\$26,548) and program administration (\$6,600).

Additionally, \$15,439 in CDBG funds remains available to the City as unprogrammed amounts under the Fiscal Year 2020-21 CDBG Agreement to support the Senior Center ADA Improvements (Capital Improvement Project No. FM-01), for a total of \$48,000 available for this purpose.

The attached resolution authorizing execution of the Fiscal Year 2021-22 CDBG Agreement authorizes amendment of the City's budget to accommodate the CDBG revenues and expenditures administered by the City.

Revenues and appropriations to the CDBG Fund (Fund 205) would be increased by \$53,105 from \$10,395 to \$63,500. This represents the increased amount for the Meals-On-Wheels Program (\$5,105), funding in FY22 for the Senior Center ADA Improvements (\$32,561), plus CDBG funds remaining from FY21 (\$15,439) to be appropriated to the Senior Center ADA Improvements.

The changes are summarized in tabular form below:

Revenues:

Existing FY22 Budget, Meals on Wheels		\$10,395
Additional Meals on Wheels	\$5,105	
Senior Center ADA Improvements	\$32,561	
FY21 unprogrammed funds	\$15,439	
<u>Subtotal: additional revenues</u>		<u>\$53,105</u>
Total Revenues		\$63,500

Expenditures:

Existing FY 22 Budget, Meals On Wheels		\$10,395
Additional Meals On Wheels	\$5,105	
Senior Center ADA Improvements	\$48,000	
<u>Subtotal: additional expenditures</u>		<u>\$53,105</u>
Total Expenditures		\$63,500

STAFF COMMUNICATION WITH THE PUBLIC

There was no staff communication with the public.

CONFLICT OF INTEREST

None.

CONCLUSION

Staff recommends that the City Council adopt the attached resolution authorizing the execution of the Agreement by and Between the City of Emeryville and the County of Alameda for the CDBG Program for Fiscal Year 2021-22 and amending the Fiscal Year 2021-22 Budget to accommodate the anticipated CDBG revenues and expenditures.

PREPARED BY: Valerie Bernardo, Community & Economic Development Coordinator II

REVIEWED BY: Chadrick Smalley, Economic Development and Housing Manager

**APPROVED AND FORWARDED TO THE
CITY COUNCIL OF THE CITY OF EMERYVILLE:**

Christine Daniel, City Manager

ATTACHMENTS

Draft Resolution
Exhibit A – Agreement By and Between the City of Emeryville and the County of Alameda