



Administrative Center

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www.fremont.gov

**FREMONT CITIZENS ADVISORY COMMITTEE
REGULAR MEETING**

A G E N D A

Thursday, March 14, 2019

6:00 p.m.

**Admin Training Room
3300 Capitol Avenue, Building B**

Assistance will be provided to those requiring accommodations for disabilities in compliance with the Americans with Disabilities Act of 1990. Interested persons must request the accommodation at least 2 working days in advance of the meeting by contacting the Human Services Department at (510) 574 2050

For information on current agenda items please contact the Human Services Department at (510) 574 2061

Para información en español, por favor llame a Leticia Leyva a (510) 574-2072

1. CALL TO ORDER
2. ROLL CALL
3. APPROVAL OF MINUTES OF MARCH 7, 2019 MEETING
4. OLD BUSINESS

4.1 FY 2019-2020 CDBG Funding Process – Recommendations to Council

Background: On January 24, 2019, staff received four proposals for CDBG capital funding, totaling \$696,347. There is approximately \$600,000 in funding available for disbursement for these projects in FY 2019/2020, pending actual CDBG allocation announcement from HUD. The amount available is based on a conservative estimate of a 10% reduction from the current year funding level.

Staff and the CAC have reviewed the proposals, developed supplementary questions, and interviewed each applicant.

Analysis: Staff provided CAC members with a Scoring Guide which assists the members in assigning scores to each proposal. The collective scoring of all the members will be placed in a chart and this will be used as a starting point by members and staff to develop funding recommendations. The CAC and staff are not required to allocate all of the available funding if they believe that some projects do not warrant CDBG funding at this time.

As of the writing of this staff report, HUD has not released the FY 2019/20 formula allocation.

Contingency Provisions

To ensure that the City fulfills its citizens participation obligation in a timely manner, staff is including the following "contingency provision" language options which explain how the CAC and staff propose to adjust funding recommendations to match the City's actual FY 2019/20 allocation:

- CDBG allocations to FY 2019/20 projects will be proportionally increased or decreased from the estimated funding levels to match actual allocation amounts.
- Any increase or decrease in funding to match actual allocation amounts will be applied to one or more specific activities (e.g., any increase or decrease relative to the grantee's estimated allocation amount will be applied to one or more proposed projects).
- CAC and staff list the proposed capital projects in priority order and indicate that the project with the lowest priority is a "backup" activity that will be funded only if sufficient CDBG funding exists; or conversely, if the City's actual formula allocation is less than estimated, the project(s) with the lowest priority may not be funded in FY 2019.
- In the event that additional CDBG funds are available, staff proposes that the funds be reserved to pay down the outstanding debt of the Fremont Family Resource Center (FRC), a HUD recognized eligible use, in an amount not to exceed \$200,000.

The FRC houses over 24 government and non-profit agencies which provide a range of services to low and moderate income families. The FRC provides space at rates significantly below market for non-profits and city sponsored agencies and ensured that the FRC primarily serves lower-income families and the disabled.

To finance the acquisition and necessary improvements of the FRC, the City issued Certificates of Participation (COPs). COPs is a form of financing used by government entities which allows an individual to buy a share of the lease revenue of an agreement made by these entities. The City has been making payments to the certificate holders. The additional funding from the City's CDBG funds will help the City buy-down this debt service and to ensure the long-term viability of the FRC in serving low and moderate income individuals and families.

Recommendations:

1. Along with staff, develop funding recommendations and contingency provisions for staff to present to the City Council tentatively on April 16, 2019.

5. NEW BUSINESS

6. ADJOURN