

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: JAN MAZYCK, CHIEF FINANCIAL OFFICER
SUBJECT: REVISION TO RESOLUTION NO. RES-2021-052, WHICH AUTHORIZED CERTAIN CITY STAFF TO ENTER INTO AGREEMENTS AND EXECUTE OTHER DOCUMENTS WITH CALIFORNIA HOUSING AND COMMUNITY DEVELOPMENT (HCD) FOR CDBG PROJECTS CDBG-DR AND CDBG-MIT DEVELOPED IN RESPONSE TO THE 2017 TUBBS FIRE, TO INCLUDE THE TOTAL ALLOCATION OF CDBG FUNDS

AGENDA ACTION: MOTION

RECOMMENDATION

It is recommended by the Finance Department that the Council, by motion: 1) find good cause to consider this item, notwithstanding that the item did not appear on the preliminary agenda; and 2) approve a revision to Resolution No. RES-2021-052, which authorized the City Manager and Assistant City Manager to enter into agreements with California Housing and Community Development for Community Development Block Grant (CDBG) programs in response to the 2017 Tubbs Fire, to include the total allocation of CDBG funds not to exceed \$33,988,033.19 for the Disaster Recovery Infrastructure and Mitigation Resilient Infrastructure Programs.

EXECUTIVE SUMMARY

On March 23, 2021, the City Council approved Resolution No. RES-2021-052, a California Housing and Community Development (HCD) authorizing resolution granting the City Manager and Assistant City Manager authorization to enter into agreements with HCD for Community Development Block Grant (CDBG) – Disaster Recovery Infrastructure (DR) and CDBG – Mitigation Resilient Infrastructure (MIT) programs. On March 26, 2021, the City received direction from HCD that the resolution should now contain the amount of the CDBG – DR and CDBG – MIT allocation, and this change needed to be approved and submitted to HCD by April 23, 2021. HCD's expedited timeline for a revised resolution did not allow for staff to list the item on the preliminary agenda using the standard process. The revised resolution recommended to be approved through this item complies with the latest HCD direction.

REVISION TO RESOLUTION NO. RES-2012-152, WHICH AUTHORIZED CERTAIN CITY STAFF TO ENTER INTO AGREEMENTS AND EXECUTE OTHER DOCUMENTS WITH CALIFORNIA HOUSING AND COMMUNITY DEVELOPMENT (HCD) FOR CDBG PROJECTS CDBG-DR AND CDBG-MIT DEVELOPED IN RESPONSE TO THE 2017 TUBBS FIRE, TO INCLUDE THE TOTAL ALLOTMENT OF CDBG FUNDS
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BACKGROUND

HCD requires a city to approve an authorizing resolution to grant city staff the ability to sign grant applications and other forms relative to CDBG-DR and CDBG-MIT programs specifically developed in response to the 2017 Tubbs Fire disaster. The deadline for the HCD authorizing resolution was March 31, 2021.

The City Council approved Resolution No. RES-2021-052, the required authorizing resolution on March 23, 2021. Subsequently, on March 26, 2021, HCD revised their guidance and required cities to include their CDBG – DR and CDBG – MIT allocations on the resolution. This change must be submitted to HCD by April 23, 2021.

This item did not appear on the City’s preliminary agenda for the April 13, 2021 Council Meeting. Pursuant to section 1-10.030(G) of the City Code, an urgent item of business that does not appear on the preliminary agenda may nevertheless be placed on a final agenda and acted on where there is a showing of good cause and with concurrence of six Council Members. To be placed on the Agenda and acted upon after not appearing on a preliminary agenda, section 1-10.030(G) provides that Council must find “good cause” that as a result of exceptional circumstances beyond the control of Council, placement of the item on the preliminary agenda would “impose a substantial burden on the City’s ability to conduct its business or result in prejudice to a private person.”

On March 26, 2021, HCD advised the City that a revised resolution, different from the existing HCD template, was required for CDBG-DR and CDBG-MIT funding by April 23, 2021. The preliminary agenda for the April 13, 2021 meeting was published the day before, on March 25, 2021. As a result, staff was not able to list the item on the preliminary agenda using the standard process. Given the expedited timeline from HCD and the importance of the CDBG-DR and CDBG-MIT funding to the City, staff recommends that Council, by motion, make the requisite “good cause” finding pursuant to section 1-10-030(G) to allow for placement of this item on the agenda and action to be taken to adopt the revised resolution prior the HCD deadline.

The City’s allocation of CDBG – DR funding \$13,835,903.19, and its CDBG – MIT allocation is \$20,152,130, for a total funding amount of \$33,988,033.19. The revised Resolution RES-2021-052 incorporates these amounts, consistent with HCD direction. Staff recommends that Council approve the revised resolution by motion so that staff can submit it to HCD prior to the April 23, 2021 deadline.

PRIOR CITY COUNCIL REVIEW

March 23, 2021, Consent Item 12.6.

REVISION TO RESOLUTION NO. RES-2012-152, WHICH AUTHORIZED CERTAIN CITY STAFF TO ENTER INTO AGREEMENTS AND EXECUTE OTHER DOCUMENTS WITH CALIFORNIA HOUSING AND COMMUNITY DEVELOPMENT (HCD) FOR CDBG PROJECTS CDBG-DR AND CDBG-MIT DEVELOPED IN RESPONSE TO THE 2017 TUBBS FIRE, TO INCLUDE THE TOTAL ALLOTMENT OF CDBG FUNDS
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FISCAL IMPACT

Approval of this action does not have an impact on the General Fund.

ENVIRONMENTAL IMPACT

This action is exempt from the California Environmental Quality Act (CEQA) because it is not a project which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment, pursuant to CEQA Guidelines Section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

NOTIFICATION

Not applicable.

ATTACHMENTS

- Attachment 1 – Resolution RES-2021-052 with redline revisions
- Attachment 2 – Revised Resolution RES-2021-052

CONTACT

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