

CITY OF SANTA ROSA
CITY COUNCIL

TO: MAYOR AND CITY COUNCIL
FROM: NICOLE RATHBUN, PROGRAM SPECIALIST
HOUSING AND COMMUNITY SERVICES DEPARTMENT
SUBJECT: RESCINDING RESOLUTION RES-2020-082 AND APPROVING A
REPLACEMENT RESOLUTION TO IMPLEMENT A CLERICAL
CORRECTION AND TO FORMALLY ADOPT THE PERMANENT
LOCAL HOUSING ALLOCATION PLAN (Continued from August
18, 2020, Regular Meeting)

AGENDA ACTION: MOTION AND RESOLUTION

RECOMMENDATION

It is recommended by the Housing and Community Services Department that the Council: 1) by motion, rescind Resolution RES-2020-082, and 2) by resolution, approve a replacement resolution to implement a clerical correction to Resolution RES-2020-082 in order to clarify the maximum award amount and to formally adopt the Permanent Local Housing Allocation (PLHA) Plan.

EXECUTIVE SUMMARY

On June 2, 2020, the Council adopted Resolution RES-2020-082 approving the submittal of an application to the Permanent Local Housing Allocation (PLHA) grant program. A clerical error was discovered in the resolution after Council's approval. The grant administrator, California Department of Housing and Community Development (HCD), has subsequently requested the resolution reflect the full potential five-year award amount of \$4,165,950, rather than an annual award amount. Additionally, Council action is needed to formally adopt the PLHA Plan as described in the June 2, 2020 Staff Report, and incorporated as Exhibit A to the replacement resolution.

BACKGROUND

Due to an inadvertent clerical error, Resolution RES-2020-082 erroneously included the first-year grant award amount of \$694,325 annually, rather than the full five-year potential award amount referenced in HCD's NOFA of \$4,165,950. While the first-year award amount is correct, the potential award in future years may fluctuate. To prevent the need for annual Council approval of each award amount, HCD has requested the Resolution reflect the total potential grant award over the initial five-year term of the

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program. Additionally, while the five-year plan for the PLHA grant funds was incorporated into the staff report and resolution that was presented to Council on June 2, it was not included as a formal action of adoption in the resolution. Staff has collaborated with HCD for the language which will satisfy these specific requirements in the resolution. Correction of this clerical error and PLHA Plan adoption are required to proceed with the PLHA grant program application.

PRIOR CITY COUNCIL REVIEW

On June 2, 2020, the City Council, by Resolution No. RES-2020-082, approved submittal of a grant application to the Department of Housing and Community Development's Permanent Local Housing Allocation grant program, and authorized the Director of the Housing and Community Services Department to execute the Standard Agreement and Program documents.

ANALYSIS

In order to proceed with the PLHA grant program, the following corrections to the resolution are incorporated in the replacement resolution:

1. Replacement of any reference to the annual grant award of \$694,325, to be replaced with the full five-year potential grant award of \$4,165,950; and
2. Addition of HCD-approved language which adopts the five-year PLHA Plan which was made available to the public on July 27, 2020 and August 18, 2020 for public comment; and
3. Inclusion of the PLHA Plan from the program application form as Exhibit A.

FISCAL IMPACT

Approval of this action does not have a fiscal 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 Guideline section 15378.

BOARD/COMMISSION/COMMITTEE REVIEW AND RECOMMENDATIONS

Not applicable.

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NOTIFICATION

Not applicable.

ATTACHMENTS

- Attachment 1 – RES-2020-082 Redline
- Resolution/Exhibit A (PLHA Plan)

CONTACT

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