

# **Attachment B - Housing Commission Resolution 17-02 (CDBG Contingency Plan)**

## **RESOLUTION NO. 17-02**

### **A RESOLUTION OF THE HOUSING COMMISSION OF THE CITY OF CUPERTINO RECOMMENDING APPROVAL OF THE 2017-18 CDBG, GENERAL FUND HUMAN SERVICE GRANTS (HSG) PROGRAM AND BELOW MARKET-RATE (BMR) AFFORDABLE HOUSING FUND (AHF) RECOMMENDED FUNDING ALLOCATIONS TO CITY COUNCIL FOR FINAL ADOPTION**

WHEREAS, the Housing and Community Development Act of 1974 provides that funds be made available for the Community Development Block Grant (CDBG) Program; and

WHEREAS, the City of Cupertino wishes to apply for funds as an Entitlement Jurisdiction under said Act; and

WHEREAS, the City of Cupertino estimates receiving a \$307,952 CDBG entitlement grant from the United States Department of Housing and Urban Development (HUD) to be allocated for fiscal year 2017-18; and

WHEREAS, the City of Cupertino estimates allocating \$7,944 in CDBG program income for fiscal year 2017-18; and

WHEREAS, The City of Cupertino estimates allocating up to \$8,161 of available uncommitted CDBG funds from prior fiscal year 2016-17 for fiscal year 2017-18; and

WHEREAS, the City of Cupertino is required to submit a fiscal year 2017-18 CDBG Annual Action Plan to HUD for review and approval prior to being allowed to expend CDBG funds for fiscal year 2017-18; and

WHEREAS, the City of Cupertino put into place a CDBG Contingency Plan (Exhibit 1) because of the uncertainty in the federal budget and the revised timeline provided by HUD to submit the Action Plan; and

BE IT FURTHER RESOLVED that the Housing Commission of the City of Cupertino hereby recommends approval of the fiscal year 2017-18 CDBG, HSG and BMR AHF recommended funding allocations (Exhibit 2) to the City Council for final adoption; and

BE IT FURTHER RESOLVED that the fiscal year 2017-18 CDBG, HSG and BMR AHF recommended grant funding allocations will be decreased/increased based on final budget allocations by HUD and the City Council.

PASSED AND ADOPTED at a regular meeting of the Housing Commission of the City of Cupertino this 11<sup>th</sup> day of May, 2017 by the following vote:

<u>Vote</u>	<u>Members of the Housing Commission</u>
AYES:	Chair Daruwalla, Vice Chair Chu, Kapil, Zhao, Bose
NOES:	none
ABSENT:	none
ABSTAIN:	none

ATTEST:

  
\_\_\_\_\_  
Kerri Heusler  
Senior Housing Planner

APPROVED:

  
\_\_\_\_\_  
Nina Daruwalla  
Chair, Housing Commission

## Exhibit 1 CDBG Contingency Plan

In the case of funding **increase**, the following plan is recommended:

- ⊙ Public Services (\$47,188): Distribute the additional available amount in the public services cap until an applicant is fully funded. If an applicant reaches the funding amount requested, any remaining funds will be distributed to other applicants who have not yet reached the maximum funding amount.
- ⊙ Administration (\$63,107): Funds are to be allocated to the City of Cupertino for CDBG administration. General Fund allocation will be reduced accordingly.
- ⊙ Capital/Housing Projects (\$213,259): Distribute the additional available amount in the capital/housing projects cap until an applicant is fully funded. If an applicant reaches the funding amount requested, any remaining funds will be distributed to other applicants who have not yet reached the maximum funding amount.

In the case of a funding **decrease**, the following plan is recommended:

- ⊙ Public Services (\$47,188): Distribute any funding decrease proportionately among the remaining public service applicants, but maintain a minimum funding allocation of \$15,000 for any applicant to the extent feasible.
- ⊙ Administration (\$63,107): Any decrease in funding will be supplemented by the General Fund for CDBG administration.
- ⊙ Capital/Housing Projects (\$213,259): Any decrease in funding will be supplemented by the Below Market Rate (BMR) Affordable Housing Fund (AHF) for CDBG capital/housing projects.

**Exhibit 2**  
**FY 2017-18 Funding Allocations**

No.	Fiscal Year 2017/18 Grant Application Summary	Est. FY 2017/18 Funds Available	FY 2017/18 Funding Requests	FY 2017/18 Housing Commission Funding Recommendations as of May 11, 2017 Meeting
<b>1</b>	<b>CDBG Public Service Applications: (Two-Year Funding Cycle, FY 2016/17 &amp; 17/18)</b>			
a	Live Oak Adult Day Services - Senior Adult Day Care		\$ 15,098.00	\$ 15,098.00
b	West Valley Community Services - Community Access to Resource and Education (CARE)		\$ 32,090.00	\$ 32,090.00
	<b>Sub-Total</b>	<b>\$ 47,330.00</b>	<b>\$ 47,188.00</b>	<b>\$ 47,188.00</b>
<b>2</b>	<b>CDBG Capital/Housing Project Applications: (One-Year Funding Cycle, FY 2017/18)</b>			
a	Rebuilding Together Silicon Valley - Housing Repair and Rehabilitation Project		\$ 64,000.00	\$ 64,000.00
b	West Valley Community Services - Vista Village Renovation		\$ 300,000.00	\$ 149,259.00
	<b>Sub-Total</b>	<b>\$ 213,259.00</b>	<b>\$ 364,000.00</b>	<b>\$ 213,259.00</b>
<b>3</b>	<b>CDBG Program Administration: (One-Year Funding Cycle, FY 2017/18)</b>			
a	Administration		\$ 63,107.00	\$ 63,107.00
	<b>Sub-Total</b>	<b>\$ 63,107.00</b>	<b>\$ 63,107.00</b>	<b>\$ 63,107.00</b>
<b>4</b>	<b>General Fund Human Service Grants (HSG) Applications: (Two-Year Funding Cycle, FY 2016/17 &amp; 17/18)</b>			
a	Catholic Charities of Santa Clara County - Long-Term Care Ombudsman		\$ 6,500.00	\$ 6,500.00
b	Maitri - MTH Direct Client Services		\$ 23,400.00	\$ 23,400.00
c	Senior Adults Legal Assistance - Legal Assistance to Elders		\$ 10,100.00	\$ 10,100.00
	<b>Sub-Total</b>	<b>\$ 40,000.00</b>	<b>\$ 40,000.00</b>	<b>\$ 40,000.00</b>



5	<b>Below Market-Rate (BMR) Affordable Housing Fund (AHF) Applications (Two-Year Funding Cycle, FY 2016/17 &amp; 17/18):</b>			
a	TBD - BMR Program Administration (Affordable Placement Program)		\$ 175,000.00	\$ 175,000.00
b	Project Sentinel - Landlord/Tenant Rental Mediation		\$ 35,000.00	\$ 35,000.00
c	Eden Council for Hope and Opportunity (ECHO) - Fair Housing Services		\$ 10,000.00	\$ 10,000.00
d	West Valley Community Services - 10311 & 10321 Greenwood Court Renovation Project		\$ 160,000.00	\$ 160,000.00
	<b>Sub-Total</b>		<b>\$ 380,000.00</b>	<b>\$ 380,000.00</b>
	<b>TOTAL</b>	<b>\$ 363,696.00</b>	<b>\$ 894,295.00</b>	<b>\$ 743,554.00</b>