



## PUBLIC HEARING

### City of San Bernardino Request for Council Action

**Date:** July 17, 2024

**To:** Honorable Mayor and City Council Members

**From:** Rochelle Clayton, Acting City Manager;  
Gabriel Elliott, Director of Community Development & Housing  
Department

**Department:** Community Development & Housing

**Subject:** **Proposed Fourth Substantial Amendment to Fiscal Years 2020-2021 Annual Action Plan Associated with Community Development Block Grant Coronavirus Relief Funds (All Wards)**

#### **Recommendation:**

It is recommended that the Mayor and City Council of the City of San Bernardino, California:

1. Conduct a public hearing to obtain citizens' comments on the proposed Fourth Substantial Amendments to the Fiscal Year 2020-2021 Annual Action Plan for the Community Development Block Grant Coronavirus Relief Funds; and
2. Approve the Substantial Amendment to Fiscal Year 2020-2021 Annual Action Plan for the Community Development Block Grant; and
3. Approve the Technical Correction and Adopt Resolution No. 2024-157; and authorize the Director of Finance to amend the Fiscal Year 2024/25 Operating Budget with an appropriation of \$316,992.70 to both revenues and expenditures in accordance with the Fourth Substantial Amendment to the 2020-2021 Annual Action Plan; and
4. Authorize the City Manager or designee to take any further actions and execute any further agreements or documents as necessary to effectuate the submittal of the Proposed Substantial Amendments to Fiscal Year 2020-2021 Annual Action Plan.

#### **Executive Summary**

City Staff is requesting that the City Council conduct a Public Hearing to provide the public an opportunity to comment on the proposed Fourth Substantial Amendment to Fiscal Year 2020-2021 (FY20-21) Annual Action Plan (AAP) for the Community Development Block Grant Coronavirus Relief Funds (CDBG-CV) to reallocate unexpended funds to CDBG-CV Planning and Administration as well the Encanto

Community Center.

### **Background**

On March 27, 2020, the Coronavirus Aid, Relief, and Economic Security Act of 2020 (CARES Act) was signed into law. Under the CARES Act, the Department of Housing and Urban Development (HUD) allocated \$2,003,529 in Community Development Block Grant-Coronavirus (CDBG-CV1) funds to the City of San Bernardino to fund activities that prevent, prepare, and respond to the Coronavirus pandemic.

On April 19, 2020, the City allocated the CDBG-CV1 funds as follows:

<sup>1</sup> At an average of \$1,000/household/month, for 3 months = 266 households assisted

Project	Activity Description	Recommended Funding
<b>2020-21 Grant Allocation</b>		<b>\$ 2,003,529</b>
<b>Administration @ 20%</b>		<b>\$ 400,706</b>
Eviction Prevention Program <sup>1</sup>	Provide housing stability and assistance to renters affected by the pandemic	\$ 1,060,000
		<b>\$ 1,060,000</b>
Parks & Recreation <sup>2</sup>	Senior Nutrition Program (two fiscal years)	\$ 150,000
Parks & Recreation	Modify public facilities to prevent the spread of COVID (outdoor shower towers)	\$ 0
Parks & Recreation	Grab and Go arts & crafts to respond to COVID	\$ 32,000
Parks & Recreation	Additional PPE cleaning supplies for program staff to prevent the spread of COVID	\$ 24,000
		<b>\$ 206,000</b>
Public Facilities (excluding buildings for general government purpose).	Modifications to public facilities, including PPE supplies (excluding buildings used for general government purposes) to respond and prevent COVID	\$ 336,823
		<b>\$ 336,823</b>
<b>TOTAL</b>		<b>\$ 2,003,529</b>

<sup>2</sup> A two year contract (FY 2020-21 and 2021-22)

On September 11, 2020, HUD announced the City would receive a third round of funds totaling \$1,702,135 in CDBG-CV (CDBG-CV3) funds. CDBG CV1 and CV3 funds must be used to prevent, prepare for, and/or respond to the Coronavirus (COVID-19) pandemic.

On June 2, 2021, the City allocated the CDBG-CV3 funds as follows:

**CDBG-CV3 FISCAL YEAR 2020-2021 SUBSTANTIAL AMENDMENT  
DRAFT FUNDING RECOMMENDATIONS**

Activity	CDBG-CV3 Requested	CDBG-CV3 Recommended	Activity Description
2021 Grant Fund Allocation	\$ 1,702,135.00	\$ 1,702,135.00	
Administration @ 20%*	\$ 340,427.00	\$ 340,427.00	Administration of the CDBG program such as planning and research.
Fifth Street Senior Center	\$ 175,000.00	\$ 175,000.00	Installation of shade structure to support senior meal program outdoors in an open air setting and concrete pathway work
Encanto Community Center - Bldg. Improvements	\$ 371,700.00	\$ 371,700.00	Lobby redesigned for social distancing, touchless automatic entry doors, installation of various touchless restroom equipment/fixtures, showers, partition walls and counters.
Community Centers/Libraries	\$ 815,008.00	\$ 815,008.00	Design and installation of touchless automatic entry doors at the following locations: 1. 5th Street Senior Center 2. Perris Hill Senior Center 3. Feldheym Central Library (F Street Door) 4. Howard M. Rowe Branch Library 5. Lytle Creek Community Center 6. Villaseñor Branch Library
<b>Total</b>	<b>\$ 1,702,135.00</b>	<b>\$ 1,702,135.00</b>	

On August 16, 2023, the City Council approved the third Substantial Amendment to FY20-21 AAP that allocated unspent CDBG-CV1 and CV3 funds to provide emergency shelter for approximately 200 homeless individuals and families, including supportive social services, and to prevent the spread of Coronavirus among shelter occupants. To utilize unspent CDBG-CV funds and to align with the Homeless Strategy, Housing Staff is proposing a fourth Substantial Amendment to the FY20-21 AAP.

**Discussion**

This fourth Substantial Amendment for the 2020-2021 AAP aims to reallocate funds toward Planning and Administration and the Encanto Community Center Project. Additionally, this amendment will delete CDBG-CV3 Lytle Creek Community Center.

The breakdown of reallocated funds can be seen below:

Project Name	CDBG-CV1 Balance	CDBG-CV3 Balance	Amount To be Reprogrammed
CV1-Modifications to Public Facilities	\$316,992.70	\$ -	\$ (316,992.70)
CV3-Automatic Doors at Community Centers		\$ \$451,073.46	\$ (451,073.46)
CV3-5 <sup>th</sup> Street Senior Center Upgrades		\$ \$34,405.76	\$ (34,405.76)
		<b>TOTAL</b>	\$ (802,471.92)
Planning and Administration			\$ 287,179.22
Encanto Community Center			\$ 515,292.70
		<b>TOTAL</b>	\$ 802,471.92

A technical correction is needed to appropriate the \$316,992.70 unexpended CDBG-CV 1 balances not carried over to the FY2022/23 operating budget. The \$485,479.22

will be reappropriated to the FY2024-25 budget. This ensures it is reflected in the FY2024-25 Operating Budget.

Reallocating the CDBG-CV funds allows the City to expend the funds while still adhering to HUD regulations of preventing, preparing, or responding to the COVID-19 pandemic. The management of such projects requires staff to follow various HUD guidelines that ensure the safety and effectiveness of City residents who are affected by the multiple projects that take place. Also, the Encanto Community Center already provides access to City residents, but the quality of visits will be enhanced by redesigning and installing various safety measures that assist with social distancing and COVID-19 spread.

### **2021-2025 Strategic Target and Goals**

The Proposed Action Plans will meet Key Target No.3 Improved Quality of Life by providing rehabilitation services to public facilities for the City's residents.

### **Fiscal Impact**

There is no General Fund impact to the City should the Mayor and City Council adopt this item; however the grant funds will be reallocated as outlined in the report.

### **Conclusion**

It is recommended that the Mayor and City Council of The City of San Bernardino, California:

1. Conduct a public hearing to obtain citizens' comments on the proposed Fourth Substantial Amendments to the Fiscal Year 2020-2021 Annual Action Plan for the Community Development Block Grant Coronavirus Relief Funds; and
2. Approve the Substantial Amendment to Fiscal Year 2020-2021 Annual Action Plan for the Community Development Block Grant; and
3. Approve the Technical Correction and Adopt Resolution No. 2024-157 and authorize the Director of Finance to amend the Fiscal Year 2024/25 Operating Budget with an appropriation of \$316,992.70 to both revenues and expenditures in accordance with the Fourth Substantial Amendment to the 2020-2021 Annual Action Plan; and
4. Authorize the City Manager or designee to take any further actions and execute any further agreements or documents as necessary to effectuate the submittal of the Proposed Substantial Amendments to Fiscal Year 2020-2021 Annual Action Plan.

### **Attachments**

Attachment 1 - Consolidated Plan-Action Plan FY 2020-2021

Attachment 2 - 2020-2024 Fourth Substantial Amendment to the Annual Action Plan

Attachment 3 - Resolution 2024-157 Substantial Amendment

### **Ward:**

All Wards

**Synopsis of Previous Council Actions:**

- April 15, 2020     The City Council adopted the FY 2020-2025 Consolidated Plan, which included the 2020-2021 Annual Action Plan
- Sep. 16, 2020     On September 16, 2020, the City Council approved the City of San Bernardino's (City) Substantial Amendment to the FY 2020-21 AP. This Substantial Amendment included approval of CDBG-CV1 funds.
- March 17, 2021     On March 17, 2021, the City Council approved the City of San Bernardino's (City) Second Substantial Amendment to the FY 2020-21 AAP. This Substantial Amendment included approval of CDBG-CV3 funds
- Aug 16, 2023     On August 16, 2023, the City Council approved the City of San Bernardino's (City) Third Substantial Amendment to the FY 2020-21 AAP. This Substantial Amendment included the reallocation of unspent CDBG-CV1 and CV3 funds to be used towards emergency shelter opportunities, supportive social services and ultimately preventing the spread of Coronavirus among shelter occupants.