



## Town Council Agenda Report

---

Date: May 26, 2020 Item No. 13

To: Honorable Mayor and Town Council

Subject: 2020-2021 ANNUAL ACTION PLAN

From: Douglas Robertson, Town Manager

Submitted by: Silvia Urenda, HCD Specialist  
Housing Department

Budgeted Item:  Yes  No  N/A

---

### RECOMMENDED ACTION

It is recommended that the Town of Apple Valley (“Town”) Council approve the Community Development Citizen Advisory Committee (CDCAC) funding recommendations for the 2020-2021 Fourth-Year Annual Action Plan (“Action Plan”), an annual component of the Five-Year 2017-2021 Consolidated Plan (“Consolidated Plan”); and authorize the Town Manager to execute all necessary HUD documents on behalf of the Town.

### BACKGROUND

The U.S. Department of Housing and Urban Development (HUD) mandates that all entitlement communities receiving Community Development Block Grant (CDBG) and HOME Investment Partnerships Program (HOME) funds prepare and submit a Consolidated Plan every five years to establish a unified, strategic, vision for housing and community development actions. The Consolidated Plan encompasses the analysis of local community needs and coordinates appropriate responses to those needs and priorities. To ensure compliance with the Consolidated Plan, the Town is required to submit an Action Plan each year. The Action Plan will appropriate CDBG and HOME Consortium funds for the upcoming 2020- 2021 program year (PY).

In preparation of the Action Plan, applications were circulated to all Town Departments, and published in the Daily Press Newspaper on December 12, 2019 in English and Spanish. Secondly, in an effort to comply with the CDBG

requirements of funding activities that address fair housing, an application was sent to Inland Fair Housing and Mediation Board (IFHMB). Lastly, hardcopies were made available at the Town's Development Services Building and electronically on the Town's website. Applications were due February 4, 2020 at 4:30.

A technical assistance workshop for interested participants was held on December 19, 2019. The purpose of this workshop was to allow Town staff to explain the application process and answer any questions. On February 25, 2020, public service agencies were invited to present their proposed activity to the CDCAC. During the month of April 2020, the CDCAC reviewed all applications and presentations and made the recommendations for the 2020-2021 PY

## **ANALYSIS**

Based upon the information received from the applications and in consideration of the Town's five-year goals, the proposed 2020-2021 Action Plan funding recommendations are attached hereto as Exhibit "A" for Town Council's consideration. The recommended funding allocations are in accordance with the goals of the Action Plan. Town Council retains complete discretion to modify or disregard the funding recommendations as presented and may propose alternative funding allocations.

## **Community Development Block Grant (CDBG)**

CDGB funds are to be used for projects that promote the development of viable, urban communities by providing decent housing, suitable living environments and expanded economic opportunities, principally for persons of low-to-moderate-income status. All CDBG-funded projects must meet one of the following national objectives: 1) Principally benefit low-to-moderate-income persons; 2) Eliminate slums and blight; or 3) Meet an urgent need. The types of projects and programs which may be considered for funding, subject to National Objectives compliance, include acquisition, disposition, public facilities and improvements, residential rehabilitation, clearance activities, public services, interim assistance, removal of architectural barriers and special economic development activities.

For the program year beginning July 1, 2020, the Town will receive a total of \$596,736 in CDBG funds. HUD regulations allow a maximum of 20 percent (\$119,347) of grant funds for eligible Administration/Planning activities. HUD regulations also allow for a maximum of 15 percent of the annual allocation (\$89,510) to be allocated for Public Service activities. The remainder of the funds, (\$387,879) are recommended to be allocated to capital improvements within the Town. The Town is expected to spend no less than 70 percent of its funds to benefit low- and moderate- income individuals and areas. The remaining 30 percent of funds will be reserved to address any urgent need national objective activity(ies), such as those that will address the need of those impacted by COVID-19.

## **HOME Investment Partnership Program (HOME)**

The Town participates in a consortium with the City of Victorville (“City”) in order to qualify for HOME entitlement status with HUD. The successful formation of the consortium has resulted in an annual allocation of HOME funds to both communities. The consortium identifies the Town as the lead agency and the City as a Participating Jurisdiction.

HOME funds may be used to develop and support affordable rental housing and homeownership affordability through acquisition (including assistance to homebuyers), new construction, reconstruction or rehabilitation of non-luxury housing with suitable amenities, including real property acquisition, site improvements, conversion, demolition and other expenses, including financing costs, relocation expenses of any displaced persons, families, businesses, or organizations; to provide tenant-based rental assistance, including security deposits; to provide payment of reasonable administrative and planning costs; and, to provide for the payment of operating expenses of Community Housing Development Organizations (CHDOs).

The Consortium will receive \$783,345 in HOME funds for the 2020-2021 PY. Of this \$783,345, the Town will receive \$285,738 and the City will receive \$497,607. HOME funds match waiver (0%) and percentage share (Apple Valley: 33.1%; Victorville: 66.9%) are determined by HUD’s formula allocation and annually reviewed. At this time, the funds match waiver percentage share for 2020-2021 PY has not been published; however, due to the cause of COVID-19, the funds match waiver percentage requirement has been waived for all communities. As the lead agency, the Town is allocated 50% of the Victorville’s portion of program administration.

A full copy of the draft 2020-2021 Action Plan may be viewed on the Town’s website at [www.applevalley.org](http://www.applevalley.org).

### **FISCAL IMPACT**

There is no impact to the Town's General Fund. The Town's and Consortium's 2020-2021 CDBG and HOME entitlement will be \$596,736 and \$783,345. Town Council's approval of the recommended action adopts the 2020-2021 Action Plan allocating those resources to the programs and activities outlined therein which will be incorporated into the Housing and Community Development Department's 2020-2021 CDBG and HOME budgets as required to meet the mandates of the plan. CDBG and HOME funds may only be utilized for certain eligible expenses and the 2020-2021 Action Plan satisfies those requirements.

### **ATTACHMENTS**

- A. Exhibit "A": List of FY 2020-2021 CDBG and HOME funded projects .

Town of Apple Valley  
2020-2021 CDBG Allocations and CDCAC/Staff  
Recommendations

Name of Organization/ Department	Project Title	Description	Amount
Assistance League of the Victor Valley	Operation School Bell	Clothing	\$9,920
Feed My Sheep Ministries	Feeding Apple Valley	Food Bank	\$5,822
Child Advocates of San Bernardino County (CASA)	Apple Valley Foster Youth: Improving Educational Outcomes	Foster Youth Services	\$9,220
Cedar House Life Change Center (CHLCC)	Oasis House	Sheltering Services	\$4,000
Apple Valley Police Activities League	AVPAL	Youth Fitness	\$9,322
Rolling Start	Sanctuary Project	Disabled Equipment	\$9,022
Inland Fair Housing and Mediation Board	Fair Housing Services	Fair Housing Services	\$8,022
Family Assistance Program	Transitional Housing	Sheltering Services	\$9,920
High Desert Homeless Services (HDHS)	Homeless Shelter & Related Services	Shelter Services	\$7,022
Christ the Solid Rock Missionary Baptist Church	Lighthouse Food Pantry	Food Bank	\$7,320
Victor Valley Community Service Council (VVCSC)	Senior and Disabled Needs Program	Transportation, Visits, and Minor Home Repair	\$9,920
TOAV – Code Enforcement	Code Enforcement-Target Areas	Conduct code enforcement	\$30,000
TOAV – Park and Rec	ADA Handicap Push Button	Install ADA handicap push buttons in various public facility locations	\$100,000
TOAV – HCD	Residential Rehabilitation Program	Provide 0% interest deferred loans to eligible owner-occupied single-family residents	\$257,879
TOAV – HCD	CDBG Administration	Perform general administration of the CDBG program	\$119,347
<b>Total</b>			<b>\$596,736</b>