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**TOWN OF APPLE VALLEY
Community Development Citizen Advisory Meeting
(CDCAC)**

THURSDAY, March 4, 2021

Regular Meeting 6:00 p.m.

Zoom Meeting

CDCAC COMMITTEE MEMBERS

Richard Whittingham, Chairman
Miriam Munoz, Vice-Chairman
Gabe Lovato, Committee Member
Kevin Simon, Committee Member
Ronald Barbieri, Committee Member

**HOUSING DEPT.: (760) 240-7000 Ext. 7910
www.AVHousing.org**

***Monday - Thursday 7:30 a.m. to 5:30 p.m.
Alternating Fridays 7:30 a.m. to 4:30 p.m.***



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**TOWN OF APPLE VALLEY
CDCAC: HOUSING & COMMUNITY DEVELOPMENT MEETING
REGULAR MEETING
THURSDAY, MARCH 4, 2021 – 6:00 P.M.**

IMPORTANT COVID-19 NOTICE

IN AN EFFORT TO PROTECT PUBLIC HEALTH AND PREVENT THE SPREAD OF COVID-19 (CORONAVIRUS) AND TO ENABLE APPROPRIATE SOCIAL DISTANCING, THE COMMUNITY DEVELOPMENT CITIZEN ADVISORY COMMITTEE (CDCAC) MEETING WILL NOT BE OPEN TO PUBLIC ATTENDANCE.

THE TOWN OF APPLE VALLEY ENCOURAGES THE PUBLIC TO VIEW THIS CDCAC MEETING VIA ZOOM. THE MEETING IS LIVE VIA ZOOM AT THE FOLLOWING LINK:

Topic: CDCAC: 2021-2022 CDBG Allocations
Time: Mar 4, 2021 06:00 PM Pacific Time (US and Canada)

Join Zoom Meeting
<https://applevalley.zoom.us/j/81956898882>

Meeting ID: 819 5689 8882
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+1 646 558 8656 US (New York)
Meeting ID: 819 5689 8882

Find your local number: <https://applevalley.zoom.us/j/81956898882>

MEMBERS OF THE PUBLIC WHO WISH TO COMMENT ON MATTERS BEFORE THE CDCAC COMMITTEE MAY PARTICIPATE IN THE FOLLOWING WAYS:

(1) COMMENTS AND CONTACT INFORMATION CAN BE EMAILED TO PUBLICCOMMENT@APPLEVALLEY.ORG BY 12:00 P.M. THE DAY OF THE SCHEDULED MEETING TO BE INCLUDED IN THE WRITTEN RECORD;

(2) A REQUEST TO SPEAK CAN BE EMAILED TO PUBLICCOMMENT@APPLEVALLEY.ORG AND AT THE TIME OF THE REQUESTED AGENDA ITEM, THE TOWN'S HOUSING SPECIALIST WILL PLACE A PHONE CALL TO THE COMMENTER AND ALLOW THEM TO SPEAK TO THE COMMISSION VIA SPEAKER PHONE DURING THE LIVE MEETING FOR UP TO THREE MINUTES. PLEASE INDICATE ON WHICH ITEM YOU WISH TO SPEAK.

Materials related to an item on this agenda, submitted to the Committee after distribution of the agenda packet, are available for public inspection in the Town Clerk's Office at 14955 Dale Evans Parkway, Apple Valley, CA during normal business hours. Such documents are also available on the Town of Apple Valley website at www.applevalley.org subject to staff's ability to post the documents before the meeting.

The Town of Apple Valley recognizes its obligation to provide equal access to those individuals with disabilities. Please contact the Town Clerk's Office, at (760) 240-7000, two working days prior to the scheduled meeting for any requests for reasonable accommodations.

REGULAR MEETING

The Regular meeting is open to the public and will begin at 6:00 p.m.

CALL TO ORDER

ROLL CALL

Chairman Whittingham _____; Vice-Chairman Munoz _____
Committee Members: Lovato _____; Simon _____; Barbieri _____

PLEDGE OF ALLEGIANCE

PUBLIC COMMENTS

Anyone wishing to address an item not on the agenda, or an item that is not scheduled for a public hearing at this meeting, may do so at this time. California State Law does not allow the Commission to act on items not on the agenda, except in very limited circumstances. Your concerns may be referred to staff or placed on a future agenda.

APPROVAL OF MINUTES

1. Minutes for the Regular Meeting of February 4,2021.

PUBLIC HEARING ITEMS

2. **2021-2022 CDBG Allocations.** For CDCAC to discuss and recommend CDBG allocations for the 2021-2022 program year and to approve the increase on the amount minimum amount to request from \$4000 to \$10,000.

APPLICANT: Community Development Block Grant

RECOMMENDATION: Approval to increase the CDBG funding request from \$4000.00 to \$10,000.00 and to allocate 2021-2022 CDBG funds to this year's applicants.

OTHER BUSINESS:

CDCAC COMMENTS:

STAFF COMMENTS:

ADJOURNMENT

The CDCAC will adjourn until 2022-2023 Program Year.



Town Council Agenda Report

Date: March 4, 2021 Item No. 1

To: Community Development Citizen Advisory Committee

Subject: 2021-2022 CDBG PUBLIC SERVICE FUNDING
RECOMMENDATIONS

From: Douglas Robertson, Town Manager

Submitted by: Daniel Perez, MDG- Housing Consultant

Budgeted Item: Yes No N/A

RECOMMENDED ACTION

It is recommended that the Town of Apple Community Development Citizen Advisory Committee (CDCAC):

- A. Conduct a public hearing and upon accepting public comment, actively engage in the careful consideration of intentionally providing funding recommendations of no more than \$89,496 for public service activities for inclusion in the Town's 2021-2022 Community Development Block Grant (CDBG) Annual Action Plan.
- B. Provide a recommendation for staff to allocate funds on behalf of CDCAC should the projected CDBG annual allocation increase or decrease.
- C. Approve the increase of the minimum subrecipient award for public service activities under the Town's CDBG program from \$4,000 to \$10,000.

BACKGROUND

The U.S. Department of Housing and Urban Development (HUD) mandates that all entitlement communities receiving Community Development Block Grant (CDBG) funds prepare and submit a Consolidated Plan every five years to establish a unified, strategic, vision for housing and community development actions. 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 2021- 2022 program year. in accordance with the CDBG program national objectives, the goal of the Action Plan is to serve the Town's low-and moderate-income residents, eliminate slum and/or blight, and meet other urgent community needs. the funding recommendations of the CDCAC must be consistent with the Town's 2017-2021 Consolidated Plan.

in preparation of the Action Plan and to encourage community and citizen participation, a Notice of Funding Availability (NOFA) was published in the Valleywide Newspaper on January 1, 2021 in English and Spanish. Notifications were also emailed to interested parties and previous applicants. In addition, electronic copies of the application were made available on the Town's website. Applicants were required to attend a mandatory NOFA Workshop on January 7, 2021 to allow Town staff the opportunity to explain the application process and answer any questions the agencies may have. Applications were due on February 11, 2021 by 4:30 p.m. Applicants were allowed to submit their applications by mail, hand delivery, or email submission. No late applications were accepted.

ANALYSIS

The Town received a total of eight (8) applications for public service activities. Each agency who applied for funding was awarded funds during the current 2020-2021 program year. Staff has completed its review of the applications and has determined that all applications have met the eligibility and national objective requirements of the CDBG program.

As of the date of this public hearing, HUD has not released the 2021-2022 CDBG Entitlement allocations. For this reason, the Town has been instructed to proceed with allocating funds based on the amount received during the 2020-2021 program year of \$596,645 and adjust those funding recommendations accordingly once the final allocations have been disseminated. Under HUD regulations found at 24 CFR 570, each entitlement grantee may allocate a maximum of 15% of its annual allocation (\$89,496) to public service activities. According to current Town policy, a subrecipient grant award cannot be less than \$4,000. However, during the Town's most recent HUD monitoring, staff was encouraged to increase the minimum award to a subrecipient under the CDBG program to no less than \$10,000 due to the administrative burden required of the agencies.

FISCAL IMPACT

The Town is an entitlement community under the CDBG program. As an entitlement community, the Town is allocated CDBG funds on an annual basis. The Town anticipates receiving approximately \$596,645 in CDBG funds during the 2021-2022 program year. The CDCAC's funding recommendations for public service activities will be included in the Town's Draft 2021-2022 Annual Action Plan for public review and comment of no less than 30-days at which point the Draft 2021-2022 Annual Action Plan will be brought before the Town Council for approval. The Town Council's approval of the CDCAC's funding recommendations will result in the adoption of the funding recommendations into the Town's 2021-2022 Annual Action Plan and the Town's Housing and Community Development Department's 2021-2022 CDBG Budget.

ATTACHMENTS

- A. CDCAC Application Binders
- B. CDCAC Funding Recommendation Spreadsheet