COUNTY OF HUMBOLDT

For the meeting of: 10/22/2024

File #: 24-1420

To: Board of Supervisors

From: Planning and Building Department

Agenda Section: Consent

Vote Requirement: Majority

SUBJECT:
Closeout of Four Community Development Block Grants (CDBG)

RECOMMENDATION(S):
That the Board of Supervisors:

1. Adopt the attached resolution to approve the proposed CDBG Combined Closeout Packages (Attachments 1-4)
2. Direct Planning and Building Department staff to submit CDBG Combined Closeout Packages to CDBG, thereby formally closing four completed CDBG grants.

STRATEGIC PLAN:
This action supports the following areas of your Board's Strategic Plan.

Area of Focus: Housing for All and Safe & Healthy Communities
Strategic Plan Category: 4001 - Provide housing and sheltering solutions for people experiencing homelessness and 1002 Remove Barriers to Quality Healthcare

DISCUSSION:
The Department of Housing and Community Development requires a resolution from the legislative body certifying that the work has been complete and whether there are any remaining funds. The discussion below describes where each grant is at and identifies any unused funds. Adopting the attached resolution will satisfy the requirements of HCD.

Grant No. 20-CDBG-CV1-00097
The Planning and Building Department grant application approved by your Board on Aug. 25, 2020, resulted in an award in the amount of $97,650 from Housing and Community Development's CDBG program. The department executed a subrecipient agreement with Arcata House Partnership to implement improvements to a confidential night shelter following Center for Disease Control and Prevention Guidelines. The scope of work has been completed and the improvements are in full use. The grant is completely expended, and zero dollars will be disencumbered.

Grant No. 20-CDBG-CV1-00029
The Planning and Building Department grant application approved by your Board on Aug. 25, 2020, resulting in an award in the amount of $133,350 from Housing and Community Development's CDBG program. The department executed a subrecipient agreement with Redwoods Rural Health Center to implement accessibility improvements to the facility. The scope of work has been completed and the improvements are in full use. The grant was completely expended, and zero dollars will be disencumbered.

Grant No. 20-CDBG-CV2-3-00317
The Planning and Building Department grant application approved by your Board on May 4, 2021, resulted in an award in the amount of $445,590 from Housing and Community Development's CDBG program. The department executed a subrecipient agreement with Redwoods Rural Health Center to implement accessibility improvements to walkways, the bus stop and parking lot. The scope of work has been completed and the improvements are in full use. The grant was completely expended, and zero dollars will be disencumbered.

Grant No. 20-CDBG-CV2-3-00336
The Planning and Building Department grant application approved by your Board on May 4, 2021, resulted in an award in the amount of $510,000 from Housing and Community Development's CDBG program. The department executed a subrecipient agreement with Providence Health & Services to implement accessibility improvements to the Mother Bernard House, formerly known as Humboldt Inn Motel. The scope of work has been completed and the improvements are in full use. The grant was not completely expended and $26,356.83 will be disencumbered.

SOURCE OF FUNDING:
Department of Housing and Community Development CDBG program.

FINANCIAL IMPACT:
There is no impact to the general fund.

OTHER AGENCY INVOLVEMENT:
None

ALTERNATIVES TO STAFF RECOMMENDATIONS:
The Board may choose not to submit the CDBG Combined Closeout Packages, but staff does not recommend this choice as it would delay timely close out, potentially affecting future funding opportunities negatively.

ATTACHMENTS:

1. CDBG Combined Closeout Package for 20-CDBG-CV1-00097
2. CDBG Combined Closeout Package for 20-CDBG-CV1-00029
3. CDBG Combined Closeout Package for 20-CDBG-CV2-3-00336
4. CDBG Combined Closeout Package for 20-CDBG-CV2-3-00317

PREVIOUS ACTION/REFERRAL:
Meeting of: 8/25/20; 5/4/21
File No.: 20-1024; 21-544