



TO: Mayor Shaun Sipma
Members of the City Council

FROM: John R. Zakian, DR Grant Program Manager & Chief Resilience Officer

DATE: May 7, 2021

SUBJECT: APPROVE CDBG-NDR SUBSTANTIAL AMENDMENT #5

I. RECOMMENDED ACTION

Approve CDBG-NDR Substantial Amendment #5

II. DEPARTMENT CONTACT PERSONS

John R. Zakian, DR Program Manager & Chief Resilience Officer, 420-4528

III. DESCRIPTION

A. Background

As a result of the space analysis undertaken for the relocation of City Hall to the former Wells Fargo building, the conclusion of the City Engineer, consulting architect, and the special space analysis committee formed in support of the project, it appears possible that tenants in the building with month to month leases may have to be relocated to other locations. To assure that these tenants have access to the relocation benefits which can be funded by the CDBG-NDR grant, it is necessary to amend the current HUD approved Action Plan. HUD rules set forth that a Substantial Amendment is required to an Action Plan when beneficiaries will be added or deleted. In this case, for relocation services and funding, beneficiaries will be added to the existing Relocation Activity.

B. Proposed Project

Under Relocation Services in the current Action Plan, the beneficiaries are defined as “Relocation of tenants and homeowners following acquisition of properties in flood inundation areas.” The proposed amendment will add, “or as the result of a voluntary acquisition connected by a project funded in this Action Plan”. By including this language, it is assure that any tenant relocation from the former Wells Fargo building will be accessible to eligible funds and services. It should be noted that before any tenant will be relocated, a prescribed set of steps must be followed as are currently followed with the flood buyout program which means written notice of rights and potential assistance as well as timelines.

IV. IMPACT:

A. Strategic Impact:

The Substantial Amendment creates the needed flexibility for the City to timely advance rehabilitation for relocation of City Hall while assuring that any affected tenants have access to all services and funding available consistent with federal law

B. Service/Delivery Impact:

The Substantial Amendment meets the requirements of HUD for adding potential beneficiaries..

- C. Fiscal Impact:
Funding if needed will come from CDBG-NDR

V. ALTERNATIVES
N/A

VI. TIME CONSTRAINTS

VII. LIST OF ATTACHMENTS

- i. Substantial Amendment #5