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