



CITY OF MOUNTAIN VIEW

HUMAN RELATIONS COMMISSION

AGENDA

REGULAR MEETING - MARCH 6, 2014
CITY COUNCIL CHAMBERS AT CITY HALL - 500 CASTRO STREET
6:30 P.M.

1. CALL TO ORDER

- 2. ROLL CALL** – Commissioners Kevin Boer, Aila Malik, Evan Ortiz, Lucas Ramirez, Ken Rosenberg, Jamil Shaikh, and Chair Greg Coladonato.

3. MINUTES APPROVAL

Minutes for the February 6, 2014 Regular Meeting have been delivered to Commissioners and a copy posted on the City Hall bulletin board. If there are no corrections or additions, a motion is in order to approve these minutes.

4. ORAL COMMUNICATIONS FROM THE PUBLIC

This portion of the meeting is reserved for persons wishing to address the Commission on any matter not on the agenda. Speakers are limited to three minutes. State law prohibits the Commission from acting on nonagenda items.

5. UNFINISHED BUSINESS

5.1 CIVILITY ROUNDTABLE PROGRAM PLANNING DISCUSSION

The Commission will discuss program planning details for the Civility Roundtable program to be held on March 26, 2014 at 7:00 p.m. at the Senior Center and begin initial planning for a future event.

Action may be taken on this item.

6. NEW BUSINESS

6.1 NEW COMMISSIONER WELCOME

Commissioners will welcome new Commissioner Ortiz and introduce themselves.

No action will be taken on this item.

6.2 FUNDING RECOMMENDATIONS FOR FISCAL YEAR 2014-15 FOR COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) AND HOME INVESTMENT PARTNERSHIP FUND (HOME) CAPITAL FUNDING REQUESTS

The Human Relations Commission (HRC) will hold a Public Hearing to hear presentations from agencies seeking Fiscal Year 2014-15 CDBG and HOME Capital Project funding and make funding recommendations for City Council consideration.

Action may be taken on this item.

7. COMMISSIONER OUTREACH EFFORTS, UPDATES, AND PLANNING

Commissioners will report on their outreach efforts.

8. COMMISSION/STAFF COMMENTS, QUESTIONS, COMMISSION REPORTS

No action will be taken on any questions raised by the Commission at this time.

9. ADJOURNMENT

KC/5/MGR
607-03-06-14A-E

AGENDAS FOR THE HUMAN RELATIONS COMMISSION

- The specific location of each meeting is noted on the notice and agenda for each meeting which is posted at least 72 hours in advance of the meeting. Special meetings may be called as necessary by the Commission Chair and noticed at least 24 hours in advance of the meeting.
- Questions and comments regarding the agenda may be directed to Youth Resources Manager Kimberly Castro at (650) 903-6301, or e-mail at: *kim.castro@mountainview.gov*.
- Interested persons may review the agenda and staff reports at the Mountain View Library (585 Franklin Street) beginning the Friday evening before each regular meeting and at the City Manager's and City Clerk's Offices, 500 Castro Street, Third Floor, beginning the Monday morning before each meeting. Staff reports are also available during each meeting.
- **SPECIAL NOTICE—Reference: Americans with Disabilities Act, 1990**
Anyone who is planning to attend a meeting who is visually or hearing-impaired or has any disability that needs special assistance should call the City Manager's Office at (650) 903-6301 48 hours in advance of the meeting to arrange for assistance. Upon request by a person with a disability, agendas and writings distributed during the meeting that are public records will be made available in the appropriate alternative format.
- The Commission may take action on any matter noticed herein in any manner deemed appropriate by the Commission. Their consideration of the matters noticed herein is not limited by the recommendations indicated herein.
- **SPECIAL NOTICE—**Any writings or documents provided to a majority of the Human Relations Commission regarding any item on this agenda will be made available for public inspection in the City Manager's Office, located at 500 Castro Street, during normal business hours and at the meeting location noted on the agenda during the meeting.

ADDRESSING THE BOARD, COMMISSION, OR COMMITTEE

- Interested persons are entitled to speak on any item on the agenda and should make their interest known to the Chair.
- Anyone wishing to address the Commission on a nonagenda item may do so during the "Oral Communications" part of the agenda. Speakers are allowed to speak one time on any number of topics for up to three minutes.



CITY OF MOUNTAIN VIEW

HUMAN RELATIONS COMMISSION

MINUTES

REGULAR MEETING - THURSDAY, FEBRUARY 6, 2014
PLAZA CONFERENCE ROOM AT CITY HALL - 500 CASTRO STREET
6:30 P.M.

1. **CALL TO ORDER**

The meeting was called to order at 6:37 p.m. with Chair Coladonato presiding.

2. **ROLL CALL**

Present: Commissioners Kevin Boer, Aila Malik (arrived at 6:38 p.m.), Lucas Ramirez, Ken Rosenberg, Nilda Santiago (arrived at 6:38 p.m.), Jamil Shaikh, and Chair Greg Coladonato.

Absent: None.

3. **MINUTES APPROVAL**

Motion—M/S Rosenberg/Shaiikh—Carried 7-0—Minutes for the Special Meeting of January 8, 2014 were approved with modifications.

4. **ORAL COMMUNICATIONS FROM THE PUBLIC**

- Diane Jones
- Darlene Gonzalez
- Rupy Cheema Tut

5. **UNFINISHED BUSINESS**

5.1 **CIVILITY ROUNDTABLE PROGRAM PLANNING**

NOTE: Item 5.1 was considered out of agenda order

The Human Relations Commission (HRC) discussed the details of the next Civility Roundtable.

Ruby Cheema Tut spoke in favor of the event.

No action taken on this item.

6. NEW BUSINESS

6.1 PUBLIC HEARING TRAINING

NOTE: Item 6.1 was considered out of agenda order

Regina Adams, Senior Planner in the Community Development Department, provided a training overview and responded to Commissioner questions for the CDBG and HOME capital projects Public Hearing process on March 6, 2014.

No action was taken on this item.

7. COMMISSIONER OUTREACH EFFORTS, UPDATES, AND PLANNING

The Commission reported on their outreach efforts.

Commissioners Shaikh, Boer, Malik, and Rosenberg shared their outreach efforts.

8. COMMISSION/STAFF COMMENTS, QUESTIONS, COMMISSION REPORTS

Commissioner Santiago announced her resignation to the Commission effective February 28, 2014 as she is moving out of the City.

The City of Mountain View offices are closed February 17, 2014 in observance of Presidents' Day.

The HRC Regional Breakfast was postponed to April 8, 2014.

The Commissioners signed the City Council Code of Conduct.

The City Council approved and prioritized the Veterans Memorial project to be included in the Capital Improvement Program project list for Fiscal Year 2014-15.

No action was taken on this item.

9. **ADJOURNMENT**

The Commission adjourned at 7:54 p.m.

Respectfully submitted,

Kimberly Castro
Youth Resources Manager

KC/5/MGR
607-02-06-14mn-E

2014-15 CDBG and HOME Capital Project Funding Requests

Agency Name	Purpose	Amount/Source Requested for 2014-15	Prior CDBG and HOME Funding to Agency/Project	2010-15 Consolidated Plan Goals supporting the program or activity	Mountain View's % of Project or Program Budget	% Mountain View Clients to be Served by Project or Program	% Low Income Households Served by Project or Program	% Mountain View Households that are Low Income and would be served by Project or Program	City's Cost per Client/Service, based on Requested Funding
Rebuilding Together	Safe at Home Program (Minor Home Repair and Home Access Program)	\$10,000 CDBG Funds	No prior CDBG or HOME funds have been awarded to the Safe at Home Program	Goal #3b: Continue to fund a Home Repair and Home Access Program that assists low income homeowners and disabled persons with home repairs and modifications that make their units accessible and enable them to remain in their residences	40% \$10,000 of \$25,000 for Mountain View	100% All clients would be from Mountain View	100% All clients would be low income	100% All Mountain View clients would be low income	Up to \$2,000 per unit for City's funds Actual amounts would vary based on types of jobs completed
Habitat for Humanity East Bay/Silicon Valley	Home Rehabilitation Program	\$200,000 CDBG Funds	No prior CDBG or HOME funds have been awarded to Habitat for a home rehabilitation program	Goal #3b: Continue to fund a Home Repair and Home Access Program that assists low income homeowners and disabled persons with home repairs and modifications that make their units accessible and enable them to remain in their residences	98% \$200,000 of \$203,500	100% All clients would be from Mountain View	100% All clients would be low income	100% All Mountain View clients would be low income	About \$9,250 per unit Actual amounts would vary based on types of jobs completed
City of Mountain View Public Works Department	Rengstorff Park Safety Lighting	\$350,000 CDBG Funds	No prior CDBG or HOME funds have been awarded for this project	Goal #4: Support activities that eliminate blight, and/or strengthen neighborhoods	48% \$350,000 of \$730,000	N/A Public Facility	N/A Public Facility	N/A Public Facility	N/A Public Facility
MidPen Housing Tyrella Gardens Apartments Green Rehabilitation Project 56 units for lower income families	New energy efficient water heaters, furnaces, and exterior safety lighting; water saving landscaping and irrigation improvements; photovoltaic system for common areas; and paint and flooring.	\$825,000 Total \$165,000 CDBG Funds and \$658,000 HOME Funds	2003 \$150,000 in CDBG funds for new roofs. 1992 \$240,000 in CDBG funds for acquisition and some rehabilitation activities.	Goal #1: Assist in the creation and preservation of affordable housing for lower-income and special needs households Goal #7a: Encourage and fund energy-efficiency improvements and modifications for existing subsidized rental housing units serving extremely low, very low and low income households	75% \$825,000 of \$1,100,000	100% All clients benefitting from the project live on-site	100% All units reserved for households earning up to 50% of Area Median Income	100%	\$14,732 per housing unit
Total CDBG Capital Project Funding Requested		\$725,000							
Estimated Amount of FY 2014-15 Capital CDBG Funds		\$476,000							
Total HOME Capital Project Funding Requested		\$658,000							
Estimated Amount of FY 2014-15 Capital HOME Funds		\$658,000							

**ASSESSMENT FACTORS
FOR HOUSING/CAPITAL PROJECT PROPOSALS**

1. PROJECT DESCRIPTION. Is the proposed project/activity clearly described and well thought out.
2. NEED FOR PROJECT. Does the project address the most urgent needs of lower income residents? Will the project address the needs of lower income residents as identified in the City's Consolidated Plan? Will the project contribute to economic, social and racial community integration?
3. PROJECT HISTORY. Does the project's past history warrant continued or increased funding? Has the project in the past been successful at serving the projected number of low and moderate income clients? Has there been a demonstrated need for the services provided by the project?
4. NUMBER OF MOUNTAIN VIEW RESIDENTS SERVED BY THE PROJECT. What is the number of Mountain View clients served? Does the agency have the ability to track the number of Mountain View clients served?
5. PERCENTAGE OF LOW INCOME MOUNTAIN VIEW RESIDENTS SERVED. Are at least 51% of the Mountain View residents served low income (64% of median) as required by Federal regulations? Does the agency have an effective system for verifying clients' incomes? Will the project in combination with the other projects being funded allow the City to meet the Federal requirement that the program overall serve a minimum of 70% low income residents?
6. PROJECT COST. Is the project cost requested reasonable? Is the cost per client reasonable for the services to be provided? If increased funding is being requested, are the numbers of persons being served also being increased? Are there other more cost-effective ways to meet the same need?
7. LEVERAGING OF FUNDS. Does the agency have any other funds or funding commitments to assist in financing the project?
8. FUNDING FAIR SHARE. If the program serves an area larger than the City of Mountain View, is the funding prorated so that the City would not pay a disproportionate share of the project costs?
9. COST DOCUMENTATION. Is there documentation supporting the cost of the project (e.g., real estate appraisal in the case of acquisition projects, verifiable construction cost estimates in the case of construction or rehabilitation projects, line item budgets in the case of social service projects).
10. IS THERE A DEMONSTRATED NEED FOR FUNDS? Has the agency presented a convincing case as to the need for funding from Mountain View? Will the project be unable to continue without City funding?
11. SCHEDULE. Is there a realistic schedule indicating when funds will be needed, when the project is to be implemented, and when it will be completed? Does the project provide for the expeditious expenditure of funds?
12. LOCAL AFFILIATION. Does the agency have members of the Board of Directors who are residents of Mountain View or have other ties to the City of Mountain View?
13. GREEN COMPONENTS. For affordable housing projects requesting funding, does the project incorporate energy efficiency and conservation components? What cost percentage of the project consists of Green components? How are the cost savings resulting from Green components used, i.e. will the savings directly benefit the project or return to the project applicant?



MEMORANDUM

Community Development Department

DATE: March 6, 2014

TO: Human Relations Commission

FROM: Regina Adams, Senior Planner
Linda Lauzze, Administrative and Neighborhood Services Manager
Randal Tsuda, Community Development Director

SUBJECT: Recommendations for Fiscal Year 2014-15 Community Development Block Grant (CDBG) and Home Investment Partnership (HOME) Capital Project Funding Requests

REQUESTED ACTION

1. Hear presentations from the agencies requesting Fiscal Year 2014-15 CDBG and HOME capital project funding.
2. Make funding recommendations to the City Council for the Fiscal Year 2014-15 CDBG and HOME capital project funding requests. These four requests are summarized below and in Attachment 1.
 - **Rebuilding Together** – \$10,000 for the Safe at Home Program (Minor Home Repair and Home Access). (CDBG)
 - **Habitat for Humanity** – \$200,000 for a home repair program for low-income Mountain View homeowners. (CDBG)
 - **MidPen Housing (MidPen)** – \$825,000 for energy-efficiency upgrades and sustainable rehabilitation activities at Tyrella Gardens apartments, a rental complex serving very low-income families. (CDBG and HOME funds)
 - **City of Mountain View** – \$350,000 for lighting improvements at Rengstorff Park. (CDBG)

BACKGROUND

Public Hearings for the CDBG/HOME Funding Cycle

Every year, the City receives and allocates Federal CDBG and HOME funds from the U.S. Department of Housing and Urban Development (HUD). The City allocates its CDBG and HOME funds to affordable housing and community development projects and to public service programs that benefit low-income persons and areas.

To use the CDBG and HOME funds, the City must facilitate an application process and hold a minimum of two public hearings to approve use of the funds. To initiate the funding cycle, the City circulates an application to public service agencies, affordable housing developers, and other eligible groups. The HRC is holding the first hearing to hear agency presentations and make funding recommendations to the City Council. The City Council will hold the second hearing to make final funding decisions.

Typically, the City is notified of its final CDBG and HOME allocations from HUD in April/May. The CDBG and HOME allocations presented in this HRC staff report are estimates. Once the final Fiscal Year 2014-15 allocations are available from HUD, awarded amounts will be proportionately adjusted.

Only capital project funding requests are being considered for this funding cycle. Capital project applications are annually considered, while public service programs are funded on a two-year cycle. Public service agencies funded in Fiscal Year 2013-14 will continue to receive funding in Fiscal Year 2014-15 proportionate to the available budget.

The Annual Action Plan

After the HRC recommendation hearing, the City will prepare and circulate a draft of its annual application to HUD. This application is called an Action Plan and it contains the programs and budget for how the City will spend the Federal CDBG and HOME funds in Fiscal Year 2014-15. The Action Plan will be amended based on the Council's final funding decisions and submitted to HUD by the May 15 deadline.

Program and Project Monitoring

After HUD approves the City's Action Plan, the City funds the approved programs and activities as they are completed throughout the fiscal year. The CDBG and HOME programs are both governed by complex rules and regulations requiring City compliance in order to receive and distribute the funding. Jurisdictions receiving

CDBG and HOME funds must carefully monitor the performance of funded agencies and organizations to document compliance with HUD’s fiscal- and program-related guidelines. The monitoring consists of site visits and review of audit, program, and project files for under way and completed projects. Cities must also prepare an annual performance report called a Consolidated Annual Performance and Evaluation Report (CAPER) at the end of every fiscal year. The report is due to HUD by September 30 and contains the number of clients served, units produced, and other program and project outcomes. The City annually collects this information from the funded agencies to ensure that the funds are used for the intended purposes stated in the funding applications.

2014-15 CDBG/HOME Funding Cycle

The City is estimating that it will receive from HUD \$500,000 in CDBG funds and \$220,000 in HOME funds for the 2014-15 fiscal year, based on the current 2012-13 fiscal year allocations. When program income (loan repayments from completed capital projects) and unused funds from completed projects are considered, the City estimates it will have about \$670,000 in CDBG and \$680,000 in HOME funds available in Fiscal Year 2014-15. Table 1 below shows the estimated funding sources and allowable uses.

Table 1: Estimated Fiscal Year 2014-15 CDBG Funding

Sources of Estimated CDBG Funds	CDBG	HOME
Allocation from HUD	\$500,000	\$220,000
Program Income	\$125,000	\$160,000
Carryover	\$45,000	\$300,000
Total	\$670,000	\$680,000
Uses of CDBG Funds		
Administration	\$100,000	\$22,000
Public Services	\$94,000	N/A
Capital Projects	\$476,000	\$658,000
Total	\$670,000	\$680,000

The City reserves 20 percent of CDBG (\$100,000) and 10 percent of HOME (\$22,000) allocation for administration, as allowed under HUD regulations. Fifteen percent (15%) of the CDBG allocation from HUD and 15 percent of CDBG program income may be used for public services. Remaining funds are available for capital projects.

For Fiscal Year 2014-15, the City will have CDBG and HOME program income from capital loan repayments and unused funds from completed projects (carryover). A majority of the HOME carryover consists of the \$175,000 previously awarded to Habitat for Humanity to purchase, rehabilitate, and resell a condo to a lower-income household. The project did not proceed, so the funds were included in the pool of available Fiscal Year 2014-15 funds to meet HOME commitment deadlines. If HOME funds are not committed (under agreement) to a project within two years, HUD reclaims them and issues a negative finding to the associated jurisdiction.

Fiscal Year 2014-15 Capital Project Requests

Using the current estimates, around \$476,000 in CDBG funds and \$658,000 in HOME funds could be allocated to capital projects. There are four capital funding requests to consider as shown in Table 2: three CDBG requests and one combination CDBG/HOME request. The funding applications are provided in Attachments 2 to 5.

Table 2: 2014-15 Capital Project Funding Requests

Sponsor	Project	CDBG Funding Requested	HOME Funding Requested
MidPen Housing	Tyrella Gardens Apartments Rehabilitation 56 low-income family units	\$165,000	\$658,000
Rebuilding Together Peninsula (RTP)	Safe at Home Program (minor home repair and accessibility modifications)	\$10,000	N/A
Habitat for Humanity	Home repair and accessibility program	\$200,000	N/A
City of Mountain View Public Works Department	Rengstorff Park Lighting	\$350,000	N/A
Total Amount of Funds Requested		\$725,000	\$658,000
Estimated Amount of Funds Available		\$476,000	\$658,000

The total amount of CDBG funding requested is \$725,000 and the one HOME request totals \$658,000. The amount of CDBG funding requested exceeds the estimated

available amount by about \$250,000. Below are project summaries followed by considerations the HRC may find helpful for evaluating the CDBG and HOME capital project funding requests.

Rehabilitation Program Funding Requests

Safe at Home Program

Rebuilding Together Peninsula (RTP), a nonprofit based in Redwood City, is one of two agencies requesting funding to operate a rehabilitation program benefitting low-income homeowners. RTP's service area consists of San Mateo County and northern Santa Clara County. The agency is proposing to extend operation of its existing minor home repair and home accessibility program, called Safe at Home, to Mountain View. RTP is seeking \$10,000 that would be leveraged with other funding to provide low-income homeowners free minor home repairs and provide accessibility modifications to low-income homeowners and tenants.

RTP would use the City's funding for door and window repairs, minor plumbing and electrical fixes, and other basic maintenance to serve a minimum of five households, up to \$2,000 per household. It is envisioned that agency staff or subcontractors would perform the majority of repairs and volunteers utilized for low-skill tasks. The program would be administered under the umbrella of the agency's rehabilitation activities. Initially, the program would be considered a pilot program, which is why the agency is not requesting more funding at this time.

Habitat Rehabilitation Program

Habitat for Humanity East Bay/Silicon Valley (Habitat), the other agency requesting rehabilitation program funding, is seeking \$200,000 to perform repairs and modifications on units owned by low-income households. Habitat would focus on indoor air quality, resident safety, and building preservation. Habitat's proposal notes wide-scale use of volunteers for the work which would include window and roof replacement, accessibility modifications such as ramp construction, and exterior siding repairs. Habitat staff and volunteers would also strap water heaters, replace smoke detectors, and perform other interior hazard abatement activities as needed. Habitat envisions that it will serve approximately 22 low-income homeowners at a maximum of \$15,000 per household. Most work is envisioned to be around \$9,200 per household.

For repairs less than \$1,000, Habitat provides a grant to cover the costs and collects a \$50 administrative fee from the homeowner. Habitat provides homeowner deferred

zero interest loans for repairs that exceed \$1,000. The loans would be repaid at the end of the term (15 or 30 years, depending on the amount of rehabilitation work), or when the home is sold or transferred. Habitat's proposal noted that the loan conditions could be modified per the City's direction.

Considerations

- The City previously funded agencies at \$30,000 per year to operate a minor home repair and home access program, and about half of the allocated funding was annually spent. The previous two agencies that operated the program declined to continue due to challenges in satisfying HUD regulations. Under one of the Federal regulations, a bid process must be administered even for small-level purchases such as outlet covers and replacement bulbs. Also, the agency must have the ability to track its personnel time spent on each job. With these issues in mind, it is important that, if chosen, an agency has the in-house resources and financial tracking systems needed for Federal compliance.
- Prior operation of the Minor Home Repair and Home Access Program did not involve fees, since many of the lower-income households served primarily consisted of seniors on fixed incomes. Also, most of the repairs were minor (around \$500 on average), all were less than \$2,000, and the costs were covered by grants.
- Demand for a minor repair and accessibility program is strong and staff still receives inquiries, although it is not currently operating in Mountain View. The inquiries for service requests were similar to those from households previously served. Those households did not need the level of rehabilitation that is typically financed but, rather, small-scale repairs and modifications that helped them continue to live independently.

Tyrella Gardens Renovation Project

MidPen is requesting \$825,000 for energy-efficiency-related rehabilitation work at Tyrella Gardens apartments. The proposed rehabilitation would be implemented with an emphasis on energy efficiency and sustainability in compliance with 2010-15 Consolidated Plan goals and the Sustainability Task Force's objectives. Planned work includes the installation of a solar photovoltaic system, energy-efficient Light Emitting Diode (LED) lighting, and water-saving landscaping/irrigation improvements. The property is eligible to receive both CDBG and HOME funds, and would primarily use HOME funds, since these funds can only be used for affordable housing and have a

two-year commitment deadline. City funding for these properties is needed because deed-restricted subsidized properties are not able to increase rents to build reserves or capital funds for maintenance and rehabilitation in the same manner as market-rate properties.

Considerations

- Maintenance of the City's existing subsidized housing stock is mentioned as a goal in the Consolidated Plan and meets City sustainability objectives related to green rehabilitation at subsidized apartment complexes. Use of CDBG and HOME funds for green and sustainable upgrades for the City's deed-restricted affordable units also results in reduced utility and operating costs, which benefits the lower-income residents.
- HOME funds must be committed within two years of their availability or the City risks their forfeiture. About \$200,000 of the estimated \$658,000 in available HOME funds were carried over from Fiscal Year 2012-13 and must be committed by July 2014. If the HRC recommends reduced funding for this project, the reduced amount should first come from CDBG, not the HOME funds, which must be used exclusively for affordable housing activities.
- Only five existing subsidized properties in Mountain View are currently eligible to receive additional HOME funding and Tyrella Gardens is one of those properties. The other subsidized properties already have HOME funding agreements. Under Federal regulations, a property initially awarded HOME funding cannot be awarded additional HOME funding during the agreement term.
- The Tyrella Gardens apartments renovation can be phased for completion, based on available funding. If reduced funding is awarded, MidPen would adjust the scope accordingly and apply for additional funding in the next funding cycle to complete the project.

Rengstorff Lighting Project

The remaining CDBG funding request was submitted by the City's Public Works Department (Public Works). Public Works is seeking \$350,000 in CDBG funds to install additional lighting in Rengstorff Park to increase public safety. The project will be phased and in this first phase approximately 40 new, energy-efficient LED lights would be installed around the tennis courts. Work would also be performed to upgrade the connecting electrical lines and conduits. The CDBG funding would be leveraged with

Park Land In-Lieu fees and possibly State grant funds for which the City applied in December 2013 to help offset the estimated \$730,000 project cost for this phase.

Considerations

- If all of the requested CDBG funds are not recommended or granted, additional Park Land In-Lieu Fee funds could be used as a supplemental source.
- The safety lighting is identified as a priority in the Rengstorff Park Master Plan. Rengstorff Park has had significant problems with criminal activity within the park at night, particularly in the areas that are not well lit. The additional lights would increase visibility for the public and Police who patrol the park.

STAFF RECOMMENDATIONS

The \$725,000 in CDBG funding requested is \$249,000 more than the available funding. As a result, City staff dialogued with the CDBG capital project agencies to determine what level of funding would allow the projects to proceed, albeit with some phasing modifications. The recommendations below take into account those discussions, in addition to the Assessment Factors and 2010-15 Consolidated Plan goals (refer to Attachment 6).

Staff recommends:

- **Fully funding RTP's Safe at Home Program at \$10,000 in CDBG funds and not funding Habitat's rehabilitation program at this time.** Both agencies have been in existence for over 20 years, but RTP has more experience in implementing a minor home repair and accessibility program that meets Federal regulations. RTP's Safe at Home program has been operating for over three years and specifically caters to lower-income senior and disabled households whose units require the type of basic maintenance that would not be financed as suggested under Habitat's more traditional rehabilitation model. While both programs target low-income seniors and would provide repairs, RTP's Safe at Home Program would be provided free of charge and aligns with the small-scale repairs that were typically requested when the City previously funded a minor home repair and accessibility program.
- **Fully funding proposed rehabilitation work at Tyrella Gardens apartments in proportions that allocate all available HOME funds supplemented with CDBG funds. Currently, those amounts are estimated to be \$658,000 in HOME funds and \$167,000 in CDBG funds.** In fully funding the planned improvements, the

City would be able to commit 2014-15 and unused 2012-13 fiscal year HOME funds in compliance with HUD's two-year commitment deadline. Also, the proposed energy efficiency improvements would satisfy the City's sustainability goals and objectives.

- **Partial funding to the Rengstorff Park Lighting Project using \$299,000 in remaining estimated CDBG funds.** Local funds can be used to supplement partial CDBG funding and this project can be phased to accommodate available funding. The additional lighting, identified as a priority in the Rengstorff Park Master Plan, would increase public safety and visibility in one of the City's most used parks and community gathering spaces. By improving safety at the park, the new lighting would also contribute to enhancing the surrounding neighborhood.

Recommended Process for Capital Project Deliberations

The HRC could begin deliberations by determining whether to fund one or both rehabilitation programs and then their funding allocations. These first decisions will help narrow the number of requests with respect to the estimated CDBG capital project budget. In forming the recommendations, it may be helpful to remember that the Tyrella Gardens apartment project is eligible for both CDBG and HOME funding, while the other following three projects are only eligible for CDBG funding:

- RTP's Safe at Home Program
- Habitat's home repair and accessibility program
- City Public Works' Rengstorff Lighting Project

The recommended process for determining which agencies to fund and their allocations is noted below:

1. Decide whether RTP, Habitat, or both agencies should be funded and their recommended funding allocations.
2. Decide whether to fully fund the Tyrella Gardens project. If partial funding is recommended, determine the allocation with a priority on using HOME funds.
3. Decide whether to fully fund the Rengstorff Lighting Project, or partially fund this project to allow more funding for the Tyrella Gardens Rehabilitation Project or the Habitat Rehabilitation Program.

Any funds that are not allocated during this funding cycle will be made available during the Fiscal Year 2015-16 funding cycle.

CONCLUSION

The HRC will make capital project funding recommendations for Fiscal Year 2014-15 on March 6, 2014. The HRC's recommendations will be presented to the City Council on April, 22, 2014, who will make final funding decisions. The City Council's funding decisions will then be incorporated into the City's annual Action Plan that will be submitted to HUD prior to that agency's May 15, 2014 submittal deadline.

RA-LL-RT/5/CDD
893-03-06-14M-E

- Attachments:
1. Summary of Fiscal Year 2014-15 CDBG and HOME Capital Project Funding Requests
 2. [Rebuilding Together Peninsula's Safe at Home Funding Application](#)
 3. [Habitat for Humanity's Rehabilitation Funding Application](#)
 4. [MidPen Housing's Tyrella Gardens Apartments Rehabilitation Funding Application](#)
 5. [City of Mountain View's Rengstorff Safety Lighting Project](#)
 6. Assessment Factors