

**BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF YUBA**

**ADOPT RESOLUTION AUTHORIZING THE)
CLOSEOUT OF THE CDBG AFFORDABLE)
HOUSING PROJECT AND SUBMITTAL OF)
CLOSEOUT CERTIFICATION AND REQUEST)
TO DISENCUMBER UNUSED FUNDS TO THE)
DEPARTMENT OF HOUSING AND COMMUNITY)
DEVELOPMENT FOR FUNDS PROVIDED UNDER)
THE COMMUNITY DEVELOPMENT BLOCK)
GRANT PROGRAM (CDBG) STANDARD)
AGREEMENT NO. 21-CDBG-HK-00002 PURSUANT)
TO THE 2020 CDBG CORONAVIRUS RESPONSE)
(CDBG-CV) AND/OR THE 2020-2021 AND)
AMENDED AS THE 2015 CDBG FUNDING YEAR)**

RESOLUTION

NO. 2021-166

WHEREAS, the California Department of Housing and Community Development (“Department” or “HCD”) issued a Notice of Funding Availability (“NOFA”) for the Community Development Block Grant Program (“CDBG”), made available from the U.S. Department of Housing and Urban Development (“HUD”), pursuant to the 2020 CDBG Program-Coronavirus Response (CDBG-CV) and/or the 2021 funding year of the State CDBG Program, and amended as the 2015 funding year of the State CDBG Program.

WHEREAS, the Community Development and Services Agency, on behalf of the County of Yuba, applied for and was awarded an allocation of funding in the amount of \$7,423,250.00, from the State of California Department of Housing and Community Development (HCD), Standard Agreement No. CDBG-HK-00002 to be utilized for an Affordable Housing Project; and

WHEREAS, there is an intent to adopt a resolution authorizing the closeout of the Affordable Housing Project, and the execution and submittal of a grant closeout certification, and the request to disencumber \$936,561.78 in unused funds, as required by the California State Department of Housing and Community Development; and

WHEREAS, funding in the amount of \$6,486,688.22 has been expended for the completion of the acquisition of the Travel Inn & Suites, for the conversion of 62 rooms into affordable rental units, beneficiaries of the project will be very low (30% LMI) and (50% LMI) low-income individuals in the County of Yuba; and

Acquisition	\$6,200,000.00
Implementation cost	\$ 271,697.86
Grant management	\$ 14,990.36
Total Expended	\$6,486,688.22

WHEREAS, all activities undertaken with CDBG funds provided under the above grant agreement have been carried out in accordance with the grant agreement, and proper provision has been made for the payment of all costs and claims, and that amounts set forth in the attached financial revenue and expenditure budget and CDBG Annual Performance Report are true and correct; and

WHEREAS, there is a desire to authorize the Director of Community Development and Services Agency, or designee*, to execute and deliver all documents pertaining to closeout, and act on the County's behalf in all matters pertaining to grant closeout, and directs staff to complete and submit the Final Financial and Accomplishment report in the grant management system (eCivis); and

NOW, THEREFORE, BE IT RESOLVED, the Yuba County Board of Supervisors hereby declare:

Section 1. That the above recitals are all true and correct.

Section 2. On June 08, 2021 the County Board of Supervisors adopted Resolution No. 2021-075 authorizing the submission to the State of California of one or more applications in the aggregate amount, not to exceed \$8,000,000.00 for the following CDBG activities, pursuant to the 2020 Community Development Block Grant Program-Coronavirus Response (CDBG-CV) and/or the 2020-2021 funding year of the State CDBG Program; and

Housing – The County of Yuba Affordable Housing Project, up to \$8,000,000.00

Section 3. That the County Board of Supervisors hereby adopts a resolution authorizing the Community Development and Services Agency staff to closeout Standard Agreement No. 21-CDBG-HK-0002, submit a closeout certification, and request to disencumber \$936,561.78 in unused funds, as required by the California State Department of Housing and Community Development; and

Section 4. That the County Board of Supervisors have reviewed the revenue, expenditures and National Objective, and accepts the Yuba County Affordable Housing Project as complete; and

Section 5. That the County Board of Supervisors have reviewed the Financial Revenue and Expenditure Budget and Annual Performance Report, and accepts that all activities undertaken with CDBG funds provided under the above grant agreement have been carried out, and that proper provisions have been made for the payment of all costs and claims; and

Section 6. The County Board of Supervisors hereby authorizes and directs the Director of Community Development and Services Agency, or designee*, to execute and deliver all closeout documents, and act on the County's behalf in all matters pertaining to the closeout of the above stated grant, and directs staff to complete and submit the Final Financial and Accomplishment Report in the grant management system (eCivis); and

Section 7. This Resolution shall take effect upon its adoption.

PASSED AND ADOPTED at a regular meeting of the County Board of Supervisors of the County of Yuba, State of California held on the 9th day of November, 2021 by the following vote:


AYES: Supervisors Vasquez, Blaser, Fuhrer, Bradford, Fletcher


NOES: None

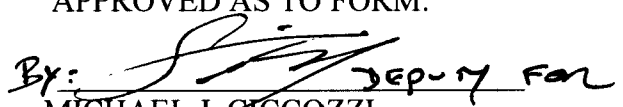
ABSENT: None

ABSTAIN: None

ATTEST:


Chairman


RACHEL FERRIS
CLERK OF THE BOARD OF SUPERVISORS
Mary Pasillas, Board Clerk

APPROVED AS TO FORM:
By:  DEPUTY FOR
MICHAEL J. CICCOTZI
YUBA COUNTY COU21-NCEL



HCD CDBG
State of California

APR Matrix
CDBG Annual Performance Report
Reporting Period July 1, 2020 through June 30, 2021

DUE DATE: Monday, August 2, 2021

10/27/2021

FOR CDBG RECIPIENT USE ONLY
Revision # _____ Date _____

1. CDBG Recipient (CR) / Grantee: <input type="text" value="Yuba, County of"/>		5. Contact Information: Preparer's Name: <input type="text" value="Karna Ferguson"/> Phone: <input type="text" value="(530) 749-5452"/> Email: <input type="text" value="K Ferguson@co.yuba.ca.us"/> Will the same person be preparing all APR forms? <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No					
2. CDBG Recipient's Address: Street: <input type="text" value="915 8th Street, Suite 123"/> City: <input type="text" value="Marysville"/> Zip: <input type="text" value="95901"/>		Organization: <input type="text" value="County of Yuba"/> County of Yuba					
3. Name of the Administrative Subcontractor (if applicable): <input type="text"/> 4. Date: <input type="text" value="9/14/2021"/>		Attachment A: Program Income <input checked="" type="checkbox"/> Attachment B: MIBEWBE Report <input checked="" type="checkbox"/> Attachment C: Public Service or Micro TA <input type="checkbox"/> Attachment D: Relocation <input checked="" type="checkbox"/> Attachment E: Fair Housing Demographic Analysis <input type="checkbox"/> Attachment F: Section 3 Stand-Alone <input type="checkbox"/>					
6. The questions below pertain to contract activity during the reporting period. Complete and submit all applicable Attachments for the questions that are answered with a "Yes." ("Yes" responses will have a bold "X" and be highlighted in pink.)		By selecting "Yes", preparer's contact information will auto-populate all APR Forms.					
a) Attachment A: Program Income (PI) Has the CR (CDBG Recipient) ever made any loans with funds derived from a CDBG grant or CDBG PI account? Complete CDBG Semi-Annual Program Income Report at: <input type="text" value="Att A: CDBG Semi-Annual PI Report"/>		Yes		No			
b) Attachment B: Minority Business Enterprise and Women Business Enterprise (MBEWBE) Did the CR enter into any contracts (construction or non-construction) with a general contractor, administrative subcontractor, architect, consultant, or any other party during the reporting period?		Yes		No			
c) Attachment C: Public Service or Micro Technical Assistance Accomplishments Did the CR have Public Services and/or Micro Technical Assistance activities in any open CDBG contracts, supplemental activities, and/or Program Income Waiver projects?		No		Yes			
d) Attachment D: Relocation Did the CR assist an activity which included the acquisition, replacement of property, or displacement (relocation) of any person, business, or non-profit organization during the reporting period?		Yes		No			
e) Attachment E: Fair Housing Demographic Analysis Did the CR have an active Program (Housing Rehab (1-4), Housing Rehab (5 or more), Micro Enterprise, Business Assistance) or Public Service Activity during the reporting period?		No		Yes			
f) Attachment F: Section 3 1) Did the CR have an active contract (including supplementals)? And 2) Did this contract exceed \$200,000? And 3) Did this contract include any of the following activities that involve CONSTRUCTION? <input type="text" value="Click on dropdown to show list of activities (for reference only)"/>		Yes		No			
7. MBEWBE & Section 3 Stand-Alone forms for Contractors and Subcontractors		Yes/No		Att. B MBEWBE Stand-Alone		Att. F Sect Stand-Alone	
a) Did the CR have any Contractors or Subcontractors who executed contracts during the reporting period?		Yes		No		X	
b) Did the CR have any Contractors or Subcontractors with construction or rehabilitation contracts exceeding \$100,000 regardless of when the contracts were executed?		No		Yes			

Please distribute "Attachment B & F - CDBG MBEWBE & Section 3 Stand-Alone" form to all Contractors and Subcontractors.
 Click link to retrieve stand-alone form [Att B & F - CDBG MBE/WBE & Section 3 Stand-Alone 2020/21](#)



HCD CDBG
State of California

Attachment D - Relocation and Real Property Acquisition

CDBG Annual Performance Report

Reporting Period July 1, 2020 through June 30, 2021

CDBG Recipient Name:	Yuba, County of	Date:	09/14/21
Preparer's Name	Organization	Phone	Email
Karma Ferguson	County of Yuba	(530) 749-5452	kferguson@co.yuba.ca.us

Complete this form if assisting an activity which entails acquisition of real property triggering displacement of any person, business or nonprofit organization during the reporting period.

Table I - Please provide the following information for all real property (land and/or buildings) either acquired or assisted by CDBG funds.

	Number	Cost
Properties Acquired triggering relocation (number and purchase price)	1	\$6,200,000
Businesses Displaced Permanently		\$0
Nonprofit Organizations Displaced Permanently		\$0
Households Temporarily Relocated (less than 12 months)		\$0

Table II - Permanent Displacements Only - Provide information on any households permanently displaced as a result of real property (land and/or buildings) either acquired or assisted by CDBG Funds.

Households Displaced Permanently Race/Ethnicity Group	Hispanic Ethnicity		Non-Hispanic Ethnicity	
	Number of Households Displaced	Relocation Cost	Number of Households Displaced	Relocation Cost
White				
Black/African American				
Asian				
American Indian/Alaskan Native				
Nat. Hawaiian/Other Pacific Isl.				
Am. Indian/Alaskan Nat. & White				
Asian & White				
Black/African American & White				
Am. Indian/Alaskan & Black/African				
Other Multi-Racial				

2021

CDBG AFFORDABLE HOUSING BUDGET

ACCT NO.	129-8029-DESCRIPTION	ORIGINAL APPROPRIATION	ACTUAL EXPENSES	APPROPRIATION BALANCE
28-01	Activity	6,206,310.00	6,200,000.00	6,310.00
28-01	Activity Delivery	1,201,940.00	271,697.86	930,242.14
28-13	General Administration	15,000.00	14,990.36	9.64
PROGRAM TOTALS:		\$7,423,250.00	\$6,486,688.22	\$936,561.78
Unused Funds - Disencumber				\$936,561.78

	DEPOSITS*	ACCRUED EXPENSES	CASH BALANCE
01-00 Deposits/Expenses	6,486,688.22	6,486,688.22	\$0.00

Acct. # 129-8029-

28-01
Activity

Date:	Description:	Debit:		X Balance
		Activity	Act. Del	
	Original Appropriation	6,206,310.00		6,206,310.00
13-Jun-21	Acquisition	6,200,000.00		-6,200,000.00
Expenses YTD:		0.00	6,200,000.00	0.00
				6,310.00

CDBG- Affordable Housing

2021

Acct. # 129-8029-

**28-01
Activity Delivery**

Date:	Description:	Debit:			X Balance
		Acquisition	Staff Time	Contingency Fee	
	Original Appropriation	240,000.00		961,940.00	1,201,940.00
13-Jun-21	activity delivery - Acquisition Closing Costs	6,310.40			1,195,629.60
1-Jul-21	activity delivery - Staff Time		105,764.46		1,089,865.14
2-Jul-21	activity delivery - Report Reimbursement		12,875.00		1,076,990.14
3-Jul-21	activity delivery - Subrecipient (Habitat)		35,000.00		1,041,990.14
4-Jul-21	activity delivery - Consultant (Thurman Consulting)		70,000.00		971,990.14
			41,748.00		930,242.14
Expenses YTD:		6,310.40	265,387.46		930,242.14

CDBG- Affordable Housing

2021

Acct. # 129-8029-

**28-13
General Administration**

<u>Date:</u>	<u>Description:</u>	<u>Services</u>	<u>Supplies/ Materials</u>	<u>X Balance</u>
	Original Appropriation			15,000.00
1-Jul-21	general Admin-	2,348.36		12,651.64
27-Aug-21	general admin-	12,642.00		9.64

Expenses YTD:

14,990.36

0.00

0.00

9.64

CDBG- Affordable Housing

2021

Acct. # 129-8029-7200

Deposits/Expenses

Month	Description:	Cash Requested:	Deposits:	Acc. Exp. 2801	Acc. Exp. 2801	Acc. Exp. 2813	Acc. Exp.	Cash Dispersed:	Actual Balance
Program Appropriation									
14-Jun-21	reimbursement	6,203,310.40	6,206,310.40	6,200,000.00	6,310.40	15,000.00		6,206,310.40	7,423,250.00
1-Jul-21	reimbursement	225,987.82	225,987.82		223,639.46	2,348.36		225,987.82	1,216,939.60
27-Aug-21	reimbursement	41,748.00	41,748.00		41,748.00			41,748.00	990,951.78
29-Sep-21	reimbursement	12,642.00	12,642.00			12,642.00		12,642.00	949,203.78
				6,206,310.40	1,208,250.00	15,000.00			7,423,250.00
YTD:		6,483,688.22	6,486,688.22	6,200,000.00	271,697.86	14,990.36	0.00	6,486,688.22	936,561.78

CDBG- Affordable Housing

2021

Acct. # 129-8029-

28-01
Habitat Loan

<u>Date:</u>	<u>Description:</u>	<u>Acquisition</u>	<u>Closing Costs</u>	<u>X</u>	<u>Loan Balance</u>
14-Jun-21	Property Acquisition	6,200,000.00			6,200,000.00
14-Jun-21	Escrow Closing Costs		6,310.40		6,206,310.40

Expenses YTD:	6,200,000.00	6,310.40		6,206,310.40
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