



Agenda Date: 08/11/2015

Agenda Item: 3.8

## STAFF REPORT

**Date:** Tuesday, August 11, 2015  
**To:** Bryan H. Montgomery, City Manager  
**From:** Joshua McMurray, Planning Manager  
**Subject:** **Re-Adopt the Housing-Related Parks Program (HRP Program) Resolution**

Approved and Forwarded to City Council:

  
Bryan H. Montgomery, City Manager

### **Background**

On February 10, 2015 the City Council approved a resolution authorizing the City Manager to submit an application to the State Department of Housing and Community Development for the Hosing Related Parks Program (HRP Program). The City submitted the application and on June 26, 2015 the City was notified that the application was approved and the City was awarded a conditional commitment of grant funds in the amount of \$214,100.

At the time the application was submitted, Staff did not know the final amount of the grant award, as some of the calculations where to be determined solely by HCD Staff. Therefore the original resolution approved last February contained no exact dollar amount. With the approval of the application from HCD, they are now requesting an updated resolution with the known grant award amount in order to issue the City a Standard Agreement. Staff has revised the original resolution to include the grant award amount and that is attached to this Staff Report along with the original Staff Report form the February City Council meeting.

### **Fiscal Impact**

The City has been awarded \$214,100 from the HRP Program. There is no match requirement for HRP Program funds. Therefore, there would be no fiscal impact to the City's General Fund.

### **Recommendation**

Staff recommends that the City Council of the City of Oakley adopt the updated resolution with the exact grant amount as described in this Staff Report.

### **Attachments**

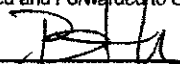
1. February 10, 2015 Staff Report
2. Proposed City Council Resolution

Agenda Date: 02/10/2015Agenda Item: 3.10

## STAFF REPORT

**Date:** Tuesday, February 10, 2015  
**To:** Bryan H. Montgomery, City Manager  
**From:** Joshua McMurray, Senior Planner  
**Subject:** Housing-Related Parks Program (HRP Program) Resolution

Approved and Forwarded to City Council:

  
 Bryan H. Montgomery, City Manager

### Background

Recently, HCD announced through a Notice of Funding Availability (NOFA) that applications are being accepted under the HRP Program. The NOFA is for approximately \$35 million from the passage of Proposition 1C, the Housing and Emergency Shelter Trust Fund Act of 2006. The program is designed to award grant funds to local governments that approve housing for lower-income households and are in compliance with State of California housing element law.

The HRP Program does not use a competitive process to award funds. Funds awarded are calculated on a per-bedroom basis for each newly constructed or substantially rehabilitated residential unit that is affordable to very low-income or low-income households. Eligible units that received a building permit or certificate of occupancy during the designated program years of January 1, 2010, to December 31, 2014, qualify for the HRP Program. Applicants may receive \$750 to \$2,725 per bedroom for very low-income units or \$500 to \$2,200 per bedroom for low-income units. The range for each income group is due to bonus awards that factor in location, type of project, and specific area designations. The minimum application amount is \$75,000.

For the designated program years noted, staff has identified 107 affordable housing units consisting of 204 bedrooms that will qualify for the HRP Program. Considering these affordable housing units, their location, and household income restrictions, Staff anticipates the application will be for an amount between \$200,000 and \$250,000.

Grant funds awarded can be used for the costs of park and recreation facility creation, development, or rehabilitation, including the acquisition of land. Eligible costs to construct, rehabilitate, or acquire capital assets include:

- A. Physical property with an expected useful life of 15 years or more;
- B. Major maintenance, reconstruction, or demolition for purposes of reconstruction of facilities, and retrofitting work or expenditures that continue or enhance the useful life of the capital asset; or

**Subject: HRP Program Resolution**  
**Date: February 10, 2015**  
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**C. Equipment with an expected useful life of two years or more.**

Applications were due by February 5, 2015. HCD allows for the application to be submitted with a draft resolution (which the City did), with HCD requiring a City Council approved resolution within 30 days of the application due date. If awarded HRP funding, Staff proposes to utilize the funds for a portion of the improvements to Holly Creek Park. The proposed improvements consist of the acquisition of adjoining land to Holly Creek Park (4758 Hagar Court) and constructing a parking lot and drinking fountain. The parking lot and drinking fountain amenities will address recreation interests of the community and significantly enhance the overall experience of the park. Any HRP Program funds awarded would need to be expended within 24 months of the award.

The HRP Program is intended to provide a grant to municipalities that are in compliance with state housing element law. HRP Program funds would give the City an opportunity to enhance its community by providing much-needed improvements in qualifying parks.

**Fiscal Impact**

It is anticipated that the City could receive from \$200,000 to \$250,000 in funding from the HRP Program. There is no match requirement for HRP Program funds. Therefore, there would be no fiscal impact to the City's General Fund.

**Recommendation**

Staff recommends that the City Council of the City of Oakley adopt the resolution authorizing the City Manager to:

1. Submit an application to the California Department of Housing and Community Development's (HCD) Housing-Related Parks Program (HRP Program); and
2. If awarded funding, execute an agreement and any related documents necessary to participate in the HRP Program.

**Attachments**

1. Proposed City Council Resolution

**RESOLUTION NO. XX-15  
A RESOLUTION OF THE CITY OF OAKLEY AUTHORIZING THE APPLICATION  
FOR THE HOUSING RELATED PARKS GRANT**

**WHEREAS**, The State of California, Department of Housing and Community Development (Department) has issued a Notice of Funding Availability dated December 10, 2014 (NOFA), under its Housing-Related Parks (HRP) Program.; and

**WHEREAS**, the City of Oakley ("Applicant") desires to apply for a HRP Program grant and submit the 2014 Designated Program Year Application Package released by the Department for the HRP Program; and

**WHEREAS**, The Department is authorized to approve funding allocations for the HRP Program, subject to the terms and conditions of the NOFA, Program Guidelines, Application Package, and Standard Agreement.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY OF OAKLEY**

1. Applicant is hereby authorized and directed to apply for and submit to the Department the HRP Program Application Package released December 2014 for the 2014 Designated Program Year in an amount not to exceed \$XXXXX.00. If the application is approved, the Applicant is hereby authorized and directed to enter into, execute, and deliver a State of California Standard Agreement (Standard Agreement) in an amount not to exceed \$XXXXX.00, and any and all other documents required or deemed necessary or appropriate to secure the HRP Program Grant from the Department, and all amendments thereto (collectively, the "HRP Grant Documents").

2. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement. Funds are to be used for allowable capital asset project expenditures to be identified in Exhibit A of the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application are enforceable through the Standard Agreement. Applicant hereby agrees to use the funds for eligible capital asset(s) in the manner presented in the application as approved by the Department and in accordance with the NOFA and Program Guidelines and Application Package.

3. The City Manager is authorized to execute in the name of Applicant the HRP Program Application Package and the HRP Grant Documents as required by the Department for participation in the HRP Program.

**PASSED AND ADOPTED** by the City Council at a meeting held on the \_\_\_ day of February 2015, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

APPROVED:

\_\_\_\_\_  
Doug Hardcastle, Mayor

ATTEST:

\_\_\_\_\_  
Libby Vreonis, City Clerk

\_\_\_\_\_  
Date

The undersigned City Clerk of the Applicant herebefore named does hereby attest and certify that the forgoing is a true and full copy of a resolution of the City of Oakley adopted at a duly convened meeting on the date above-mentioned, which has not been altered, amended or repealed.

\_\_\_\_\_  
Libby Vreonis, City Clerk

\_\_\_\_\_  
Date

**RESOLUTION NO. XX-15**  
**A RESOLUTION OF THE CITY OF OAKLEY AUTHORIZING THE APPLICATION**  
**FOR THE HOUSING RELATED PARKS GRANT**

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**WHEREAS**, the City of Oakley ("Applicant") desires to apply for a HRP Program grant and submit the 2014 Designated Program Year Application Package released by the Department for the HRP Program; and

**WHEREAS**, The Department is authorized to approve funding allocations for the HRP Program, subject to the terms and conditions of the NOFA, Program Guidelines, Application Package, and Standard Agreement.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY OF OAKLEY**

1. Applicant is hereby authorized and directed to apply for and submit to the Department the HRP Program Application Package released December 2014 for the 2014 Designated Program Year in an amount not to exceed \$214,100.00. If the application is approved, the Applicant is hereby authorized and directed to enter into, execute, and deliver a State of California Standard Agreement (Standard Agreement) in an amount not to exceed \$214,100.00, and any and all other documents required or deemed necessary or appropriate to secure the HRP Program Grant from the Department, and all amendments thereto (collectively, the "HRP Grant Documents").

2. Applicant shall be subject to the terms and conditions as specified in the Standard Agreement. Funds are to be used for allowable capital asset project expenditures to be identified in Exhibit A of the Standard Agreement. The application in full is incorporated as part of the Standard Agreement. Any and all activities funded, information provided, and timelines represented in the application are enforceable through the Standard Agreement. Applicant hereby agrees to use the funds for eligible capital asset(s) in the manner presented in the application as approved by the Department and in accordance with the NOFA and Program Guidelines and Application Package.

3. The City Manager is authorized to execute in the name of Applicant the HRP Program Application Package and the HRP Grant Documents as required by the Department for participation in the HRP Program.

**PASSED AND ADOPTED** by the City Council at a meeting held on the \_\_\_ day of August 2015, by the following vote:

AYES:

NOES:

ABSTENTIONS:

ABSENT:

APPROVED:

\_\_\_\_\_  
Doug Hardcastle, Mayor

ATTEST:

\_\_\_\_\_  
Libby Vreonis, City Clerk

\_\_\_\_\_  
Date

The undersigned City Clerk of the Applicant herebefore named does herby attest and certify that the forgoing is a true and full copy of a resolution of the City of Oakley adopted at a duly convened meeting on the date above-mentioned, which has not been altered, amended or repealed.

\_\_\_\_\_  
Libby Vreonis, City Clerk

\_\_\_\_\_  
Date