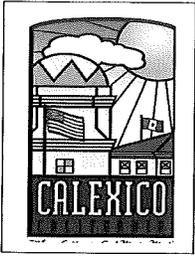


**AGENDA  
ITEM**

**19**



# AGENDA STAFF REPORT

**DATE:** June 19, 2019

**TO:** Mayor and City Council

**APPROVED BY:** David B. Dale, City Manager *DD*

**PREPARED BY:** David B. Dale, City Manager  
Miguel Figueroa, Assistant City Manager *MJF*

**SUBJECT:** Conduct a Public Hearing and Approve City Manager to Sign Close Out Documents for Community Development Block Grant #14-CDBG-9876.

=====

**Recommendation:**

Conduct a Public Hearing and have the City Manager sign the required close out documents for the Community Development Block Grant (CDBG) #14-CDBG-9876.

**Background:**

The City of Calexico applied in the 2014 round of CDBG for down payment assistance, housing rehabilitation, and micro enterprise technical assistance. Due to the internal audit of CDBG and the HOME program by the California Department of Housing and Community Development (HCD) in the summer of 2014, all CDBG activities have been frozen by HCD.

The City of Calexico was unable to complete the terms of the grant agreement and expend the funds as indicated in the application due to that monitoring. HCD requires that all grants conduct a public hearing notifying the public of the close out of the grant. No funds were expended from this grant.

**Discussion & Analysis:**

The purpose of the Public Hearing is to inform the public that the City is closing out this grant and what, if any funds were expended per activity.

**Fiscal Impact:**

There will be no impact to the General Fund for the disencumbrance of this grant application.

**AGENDA  
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**Coordinated With:**

The California Housing and Community Development Department.

**Attachment(s):**

1. Close Out Documents



# CITY OF CALEXICO

608 Heber Ave.  
Calexico, CA 92231-2840  
Tel: 760.768.2160  
Fax: 760.768.0992  
www.calexico.ca.gov

Office of the City Manager

## DISENCUMBRANCE OF FUNDS

June 19, 2019

California Department of Housing and Community Development  
Division of Financial Assistance (DFA)  
CDBG Program  
2020 West El Camino Avenue, Suite 400  
Sacramento, CA 95833

**RE: CDBG Grant No. 14-CDBG-9876**

Please disencumber unused CDBG Grant Funds.

Program Activity	Activity Code	Awarded Amounts	Amount To Be Disencumbered	Balance
Direct Homeownership Assistance	13	258,398	258,398	0
Activity Delivery – HA	13D	20,672	20,672	0
Rehabilitation – Single Unit Resid.	14A	547,196	547,196	0
Activity Delivery – Rehab	14H	103,967	103,967	0
ED Microenterprise TA	18CT	279,070	279,070	0
General Program Administration	21A	90,698	90,698	
<b>TOTAL</b>		1,300,001	1,300,001	0

Please contact me at [ddale@calexico.ca.us](mailto:ddale@calexico.ca.us) or 760-768-2110 if you have any questions.

Sincerely,

**David B. Dale**  
City Manager

*Viva Calexico!*

**Closeout Certification Form**

June 19, 2019

Leticia Ramos, CDBG Program Representative  
California Department of Housing and Community Development  
Division of Financial Assistance  
Community Development Block Grant Program  
2020 West El Camino Avenue, Suite 500  
Sacramento, CA 95833

RE: **CLOSEOUT CERTIFICATION** of CDBG Grant No. 14-CDBG-9876

It is hereby certified that all activities undertaken by the Grantee with funds provided under the above grant agreement have, to the best of my knowledge, been carried out in accordance with the grant agreement; that proper provision has been made by the Grantee for the payment of all costs and claims; that the State of California is under no obligation to make further payment to the Grantee under the grant agreement; and that every statement and amounts set forth in the **attached** final CDBG Financial and Accomplishment Report is, to the best of my knowledge, true and correct.

Any property acquired in whole or in part with CDBG funds or CDBG Program Income shall be accounted for in accordance with the provisions of Section 7118 and 7104 of the State CDBG regulations pertaining to property management and program income. Please list any property acquired in whole or in part with grant funds or program income expended for the grant or, if applicable, state "none" acquired. Please see Chapter 19, Property Management, in the Grants Management Manual for more detailed instructions.

Note: Future disposition of this property shall be carried out in accordance with Section 7118 of the State CDBG Regulations. Please see CFR 24 Sec. 570.505 Use of real property for instructions.

1.	4.
2.	5.
3.	6.

The Grantee shall continue to comply with the State CDBG program income reporting requirements.

All costs incurred subsequent to the most recent annual audit period will be audited at the time the Grantee's next annual audit is conducted in accordance with OMB Circular A-133. The Grantee will resolve any audit findings relating to both the program and financial aspects of the grant. In the event there are any costs which are disallowed by this audit or any subsequent audits which cover CDBG expenditures, and which are sustained by the Department of Housing and Community Development, the amount of such costs shall be returned to HCD.

<b>Date:</b>	<b>Typed Name and Title of Authorized Grantee Representative:</b> Name: David Dale Title: City Manager	<b>Signature of Authorized Grantee Representative:</b>
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## **Notice of Public Hearing for the Close Out of 14-CDBG-9876**

NOTICE IS HEREBY GIVEN that the City of Calexico will conduct a public meeting on Wednesday June 19<sup>th</sup>, 2019, at 6:30 p.m., in the City Council Chambers at 608 Heber Avenue, Calexico, CA 92231 in order to discuss the close out of Community Development Block Grant (CDBG) grant #14-CDBG-9876 that was in the amount of \$1,300,001. The purpose of this public hearing is to give citizens an opportunity to make their comments known regarding this action for grant #14-CDBG-9876.

This Notice has been posted at City Hall, the City of Calexico website, and at the Camarena Library.

If you require special accommodations to participate in the public hearing, please call 760-768-2110 to arrange for those accommodations to be made. Notification 48 hours prior to the meeting will enable the City to make reasonable accommodations to assure accessibility at the meeting. If you are unable to attend the public hearing you may direct written comments to the City of Calexico, City Clerk's Office, 608 Heber Avenue, Calexico, CA 92231, or you may telephone 760-768-2110. In addition, information is available for review at the above address between the hours of 8:00 a.m. and 5:00 p.m. on weekdays, excluding 9/80 schedule and holidays. The City of Calexico promotes fair housing and makes all its programs available to low and moderate income families regardless of age, race, color, religion, sex, national origin, sexual preference, marital status or handicap.