

**CITY OF OAKLAND  
COUNCIL AGENDA REPORT**

FILED  
OFFICE OF THE CITY CLERK  
OAKLAND  
2004 SEP 29 PM 12:08

TO: Office of the City Administrator  
ATTN: Deborah Edgerly  
FROM: Community and Economic Development Agency  
DATE: October 12, 2004

RE: **A FOLLOW- UP REPORT TO AMEND RESOLUTION NO. #78588 C.M.S TO 1) CHANGE THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROPOSAL FUNDING PROCESS SO THAT COMMUNITY DEVELOPMENT (CD) DISTRICT BOARDS WILL REVIEW PROPOSALS AND MAKE FUNDING RECOMMENDATIONS ONLY FOR PROGRAMS FUNDED WITH CDBG DISTRICT ALLOCATIONS CONSISTENT WITH THE CITY BUDGET CYCLE; AND 2) INCLUDE PARTICIPATION OF THE CITIZEN'S ADVISORY COMMITTEE (CAC) IN THE BUDGET HEARINGS PROCESS TO REVIEW AND MAKE RECOMMENDATIONS TO THE CITY COUNCIL ON THE PROPOSED BUDGETS FOR CITY PROGRAMS RECEIVING CDBG FUNDING.**

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This report addresses additional recommendations and requests made by the members of the City Council at the June 1, 2004 meeting regarding the Consolidated Annual Action Plan and the recommendation for Community Development Block Grant (CDBG) funding.

#### **FISCAL IMPACT**

There are no fiscal impacts.

#### **KEY ISSUES AND IMPACTS**

It should first be noted that during the next fiscal year staff will hold meetings for input and discussions for the five (5) year Consolidated Plan for the period of July 1, 2005 through June 30, 2010, required by the U.S. Department of Housing and Urban Development (HUD). This plan will describe the City's needs, priorities and a variety of strategies and actions that will be undertaken to address identified needs and priorities that will be funded from a variety of sources.

Council directed staff to provide in detail the process by which the Citizens Advisory Committee (CAC) would, during the budget cycle, provide input into the allocation of CDBG funds for CD District-wide Housing, Economic Development and Administration programs. The Council's concern is to ensure that the City satisfies HUD-mandated citizen participation in determining the use of CDBG funds.

After the budget trainings scheduled for November and December, staff will develop

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recommendations on the allocation of funds for District-wide programs to be administered by City staff as well as by community organizations.

Staff recommends that meetings be scheduled in December to present these recommendations to the CAC so that the CAC will have the opportunity to review the proposed allocations, ask questions, and make comments and recommendations on District-wide programs. All questions, comments and recommendations from the CAC will be included in the budget submitted to City Council for final review and approval.

The attached resolution will revise the CDBG Citizens Participation Process ("CD/CP Process") so that the CAC will send its recommendations to, or attend budget hearings to review and make recommendations to, City Council on the proposed budgets for City Programs receiving CDBG funding.

To make the CDBG funding cycle consistent with the City Budget cycle, staff recommends that the CD District Boards review proposals and make funding recommendations for programs funded with CDBG District allocations every two years. Therefore, the Request for Proposal (RFP) issued in August for CDBG funding covers funding for a two-year period (FY 2005-2007).

For the year in which a RFP is issued, the existing participation by the CD District Board Members reviewing the proposals, hearing presentations and making recommendations will continue. For the year in which no RFP is issued, there would be election and training of the new CD District Board Members and review of current priorities. There would be community meetings held to review the services currently provided to determine whether these services meet priority needs for the District.

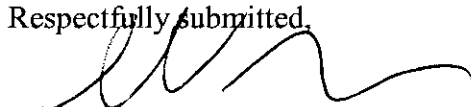
The attached resolution also revises the CDBG Citizens Participation Process ("CD/CP Process") so that the CD District Boards will review proposals and make funding recommendations only for programs funded with CDBG District allocations consistent with the City Budget cycle.

In reviewing other jurisdictions' CDBG funding process, staff found that The City of Berkeley currently issues its RFP for CDBG funds every two years. Staff from the City of Berkeley feels that operating on a two-year cycle reduces the duplication of work, and allows more time for planning and development of the use of CDBG funds.

**ACTION REQUESTED OF THE CITY COUNCIL**

The Community and Economic Development Agency requests that the City Council accept the recommendations described in this report and adopt the resolution.

Respectfully submitted,



DAN VANDERPRIEM  
Director of Redevelopment,  
Economic Development and Housing

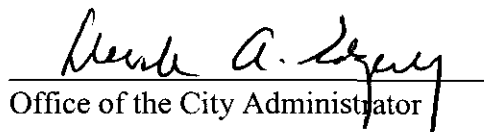
Reviewed by:

Janet M. Howley  
Interim Director of Housing and Community  
Development

Prepared by:

Michele Byrd, Manager  
Community Development Block Grant Program

APPROVED AND FORWARDED TO  
COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE



Office of the City Administrator

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# OAKLAND CITY COUNCIL

*Davis*

RESOLUTION NO. \_\_\_\_\_

OFFICE OF THE CITY CLERK  
OAKLAND  
FILED  
2004 SEP 30 AM 8:08

INTRODUCED BY COUNCILMEMBER \_\_\_\_\_

**RESOLUTION TO AMEND RESOLUTION NO. 78588 C.M.S TO 1) CHANGE THE COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) PROPOSAL FUNDING PROCESS SO THAT COMMUNITY DEVELOPMENT (CD) DISTRICT BOARDS WILL REVIEW PROPOSALS AND MAKE FUNDING RECOMMENDATIONS ONLY FOR PROGRAMS FUNDED WITH CDBG DISTRICT ALLOCATIONS CONSISTENT WITH THE CITY BUDGET CYCLE; AND 2) INCLUDE PARTICIPATION OF THE CITIZEN ADVISORY COMMITTEE IN THE BUDGET HEARINGS PROCESS TO REVIEW AND MAKE RECOMMENDATIONS TO THE CITY COUNCIL ON THE PROPOSED BUDGET FOR CITY PROGRAMS RECEIVING CDBG FUNDING.**

**WHEREAS**, City has adopted a CDBG Citizens Participation Process ("CD/CP Process") for reviewing proposals and recommending organizations for CDBG funding; and

**WHEREAS**, on May 10, 1994, The Council adopted Resolution No. 70999 C.M.S. which authorized major reform of the CD/CP Process, based on recommendations of a Council-established working group; and

**WHEREAS**, on January 21, 1986 the Council adopted Resolution No. 63566 C.M.S. which approved standardized By-laws; and on May 26, 1998 the Council adopted Resolution No. 74274 C.M.S. approving amendments to the By-laws; and

**WHEREAS**, the Economic Development, Community Development, and Housing ("ED/CD") Committee of the City Council at its regular meeting on May 30, 2000 considered a report recommending major restructuring of the CD/CP Process; and the City Council approved the recommendations to revise the CD/CP Process at its meeting on June 6, 2000; and

**WHEREAS**, the Community and Economic Development ("CED") Committee of the City Council at its regular meeting on May 11, 2004 considered a report recommending revisions of the CD/CP Process; and the City Council approved the recommendations to revise the CD/CP Process at its meeting on June 1, 2004; and

**WHEREAS**, the City Council hereby authorizes further revisions of the CD/CP Process, so that the CD District Boards will review and make funding recommendations only for programs funded with District allocations consistent with the City Budget Cycle; and

**WHEREAS**, the City Council desires that the Citizens Advisory Committee participate in Budget hearings to review and make recommendations to the City Council on the proposed budgets for City Programs receiving CDBG funding; now therefore, be it

**RESOLVED:** that the CDBG Citizen Participation process is hereby revised as follows:

1. The CDBG Request For Proposal will be issued every two years.
2. The CD District Boards will make funding recommendations only for programs funded with the District allocations of CDBG funds consistent with the City Budget cycle; and
3. The Citizens Advisory Committee will participate in Budget hearings to review and make recommendations to the City Council on the proposed budgets for City Programs receiving CDBG funding.

IN COUNCIL, OAKLAND, CALIFORNIA, \_\_\_\_\_, 2004

**PASSED BY THE FOLLOWING VOTE:**

AYES- BROOKS, BRUNNER, CHANG, NADEL, QUAN, REID, WAN AND  
PRESIDENT DE LA FUENTE

NOES-

ABSENT-

ABSTENTION-

ATTEST:

CEDA FLOYD  
City Clerk and Clerk of the Council  
of the City of Oakland, California