



# Staff Report

City Council

Item No. 5.B

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<b>Meeting Date:</b>	May 8, 2024
<b>From:</b>	John A. Corella, Director of Public Works
<b>Title:</b>	Award Subrecipient Agreement to Fair Housing Council of Riverside County

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**RECOMMENDATION:**

To award a subrecipient agreement to the Fair Housing Council of Riverside County, in the amount of \$20,000 to provide fair housing services for Cathedral City’s CDBG Program; and, authorize a budget allocation in the amount of \$20,000 from CDBG Funds; and, authorize the City Manager to execute the required contract documents; and, authorize the City Engineer to request insurance policies.

**BACKGROUND:**

The Community Development Block Grant (CDBG) program funding awarded from U.S. Department of Housing and Urban Development (HUD), allows Cathedral City to carry out a wide range of community development activities directed toward revitalizing neighborhoods, economic development, and improving community facilities and services, principally for low-to-moderate (low-mod) income individuals.

As an entitlement city, Cathedral City receives annual entitlement funds to address the priority needs of our community outlined in the 5-Year Consolidated Plan (Con Plan). Within the Con Plan is the Annual Action Plan (AAP), identifying how CDBG funds will be allocated for the upcoming fiscal year as part of the Con Plan objectives.

At the City Council study session meeting on March 27, 2024, city staff introduced the fiscal year (FY) 2024-2025 AAP. This annual plan includes the allocation of CDBG funds for program administration, public services, and public infrastructure. The CDBG program administration includes a fair housing component providing housing related services support for low-mod income individuals. In accordance with CDBG program requirements, retaining outside services for these housing related support services requires a competitive solicitation process to secure a provider each year.

**DISCUSSION:**

Following the CDBG Program requirements to secure a fair housing related services support, city staff contacted the following three service providers offering housing related support services within the City’s jurisdiction:

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- Coachella Valley Housing Coalition
- Fair Housing Council of Riverside County
- Inland Fair Housing and Mediation Board

The city received two proposals from the Fair Housing Council of Riverside County (FHCRC) and Inland Fair Housing and Mediation Board (IFHMB).

The proposals were reviewed by a panel consisting of three members of the City Engineering division. The panel determined that both companies provided proposals that were responsive, qualified, and knowledgeable about the requirements for the various tasks and understanding of Cathedral City and the community. The scores from the reviews ranked Fair Housing Council of Riverside County (FHCRC) with the highest ratings. FHCRC’s submitted proposal provided assurance that, if selected, the performance of fair housing related services for Cathedral City residents would be comprehensive and effective.

City staff recommends the City Council award a subrecipient agreement to the Fair Housing Council of Riverside County, in the amount of \$20,000 to provide fair housing support services for Cathedral City’s CDBG Program; and, authorize a budget allocation in the amount of \$20,000 from CDBG Funds; and, authorize the City Manager to execute the required contract documents; and, authorize the City Engineer to request insurance policies.

**FISCAL IMPACT:**

Funding for Fair Housing Council of Riverside County, in the amount of \$20,000, will be provided through the City’s FY 2024-2025 CDBG Program. All funding through the CDBG Program is on a reimbursement basis based on the Annual Action Plan entitlement amounts.

	DESCRIPTION	GENERAL LEDGER ACCOUNT CODES	PROJECT CODE	AMOUNT	ONE TIME or ONGOING
2024-2025	CDBG Fair Housing Services	251-100-150-156-8600-8601	G04016-GRANT-CDBG-PROF SVCS	\$20,000	ONGOING
<b>2024-2025</b>	<b>Total</b>			<b>\$20,000</b>	

**FIVE-YEAR STRATEGIC PLAN:**

Goal F: Embracing, Inclusive City

Objective: Cathedral City is valued and respected as a community that welcomes and embraces diversity, has an abundance of high quality and affordable housing options, and vibrant businesses. Our neighborhoods are attractive and well-maintained and issues surrounding homelessness have been compassionately addressed with thoughtful, coordinated, and collaborative programs.

**ATTACHMENTS:**

1. Fair Housing Council of Riverside County Subrecipient Agreement
2. Fair Housing Council of Riverside County Proposal

