

**E. Administrative Amendment to the Community Development Block Grant (CDBG) FY 2020-21 and FY 2023-24 Annual Action Plans**

Recommendation: To approve an Administrative Amendment to the city's FY 2020-21 and FY 2023-24 Community Development Block Grant (CDBG) Annual Action Plans (AAP) to allocate remaining CDBG funds to supplement the Whitewater Neighborhood Road Improvement Project and reallocate remaining CDBG CARES Act (CDBG-CV) funds for Desert Access and Mobility for submittal to the U.S. Department of Housing and Urban Development (HUD).



**ADMINISTRATIVE AMENDMENT  
CITY OF CATHEDRAL CITY  
2020-21 ANNUAL ACTION PLAN  
2023-24 ANNUAL ACTION PLAN**

Jurisdiction: City of Cathedral City  
Program: Community Development Block Grant (CDBG)  
Grant: B-24-MC-06-0603  
Contact Person: Elizabeth Medina, Analyst  
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Cathedral City, CA 92234

**SUMMARY OF CHANGES:**

The City of Cathedral City is proposing an Administrative Amendment to its Fiscal Year (FY) 2023-2024 Community Development Block Grant (CDBG) Annual Action Plan (AAP) to allocate remaining CDBG funds to supplement the Whitewater Neighborhood Road Improvement Project. Additionally, the City of Cathedral City will allocate remaining FY 2020-21 CDBG CARES Act (CDBG-CV) funds to Desert Access and Mobility. Under the City's adopted Community Participation Plan, any programmatic changes under \$50,000 will only require an Administrative Amendment.

The amendment will allow for adjustments to the AAP so that these activities are properly accounted for within the fiscal year in which the federal funds were made available.

The proposed amendment will:

- Allocate unspent funds from the 2023-24 Emergency Sidewalk Repairs Program to the Whitewater Neighborhood Road Improvement Project in the 2024-2025 FY AAP.
- Allocate remaining FY 2020-21 CDBG-CV funds to Desert Access and Mobility to provide transportation services to driving-impaired residence of Cathedral City.

The approval of the proposed Administrative Amendment to the FY 2020-21 and 2023-24 Annual Action Plans will allow the city to utilize any unused CDBG/ CDBG-CV funds, improve the City's federal spending ratio, continue to assist residents living in areas designated as revitalization areas, and to enhance the community through expanded economic opportunities.

**PROPOSED ACTIVITIES:**

On May 8, 2024, the City Council approved the FY 2024-2025 CDBG Annual Action Plan for submittal to the U.S. Department of Housing and Urban Development (HUD). At the end of 2023-2024 fiscal year (June 30, 2024), the City had unspent prior year CDBG funds totaling \$10,000.00 and unspent prior year CDBG-CV funds totaling \$14,756.15. The city is required to amend the FY 2020-21 and 2023-24 AAPs to reprogram any of this prior year funding.

City staff propose to utilize the remaining and unallocated CDBG funding from the FY 2023-24 Emergency Sidewalk Repair Program to supplement the Whitewater Neighborhood Road Improvement Project. The city will continue to fund the Emergency Sidewalk Repair Program with \$5,000 as stated in FY 2024-25 AAP. Any unallocated and/or remaining CDBG funding from previous years can only be allocated to public improvements as the city cannot exceed its annual required cap allowances for administrative (no more than 20%) and public service (no more than 15%) expenses.

Additionally, of the remaining prior-year CDBG-CV funds, city staff is recommending reprogramming \$14,756.15 to support Desert Access and Mobility. Desert Access and Mobility provides door to door transportation services to driving-impaired residences of Cathedral City to connect residents to major and essential destinations. Desert Access Mobility's mission is in line with the objectives of CDBG to enhance and maintain the community through the expansion of economic opportunities for residents and proposes to use CDBG-CV funds to assist residents that were impacted by the Corona Virus Pandemic. For CDBG-CV funding, there is no cap allowance for public services.

#### **OVERALL BUDGET:**

For Fiscal Year 2024-25, the city was awarded \$533,139 from HUD to fund public services and public improvements. Under HUD guidelines, entitlement grantees must allocate no more than twenty percent (20%) of the entitlement on administrative activities; no more than fifteen percent (15%) on public service activities and programs; and, the remaining budget, typically sixty-five percent or more, on public improvements.

The city had remaining prior year CDBG funds totaling \$10,000.00 and remaining prior year CDBG-CV funds totaling \$14,756.15. Of the remaining CDBG funds, the city is proposing to reprogram the total balance of \$10,000.00 to the Whitewater Neighborhood Road Improvement Project. Of the remaining CDBG-CV funds, the City is proposing to reprogram the total balance of \$14,756.15 to support the Desert Access and Mobility in providing transportation services to driving-impaired residents.

The following table summarizes the City's proposed programming of the remaining CDBG funding:

<b>Program Year</b>	<b>Project (from)</b>	<b>Project (to)</b>	<b>Funding</b>
FY 2020-21 CDBG-CV	Small Business Economic Assistance Loan Program	Desert Access and Mobility	\$14,756.15
FY 2023-24	Emergency Sidewalk Repairs	Whitewater Neighborhood Road Improvement Project	\$10,000
<b>Total</b>			<b>\$24,756.15</b>

**Prepared by:**

*Elizabeth Medina*

Elizabeth Medina, Analyst

**Reviewed and approved by:**



Armando J. Garcia Baldizzone, P.E.  
City Engineer



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November 29, 2024

Ms. Elizabeth Medina  
Engineering Dept  
City Hall  
68700 Avenida Lalo Guerrero  
Cathedral City, California 92234

Dear Ms. Medina,

We are pleased to submit our proposal to the City of Cathedral City for CDBG funds. We have received funding previously and appreciate your support. Desert Access and Ability has been a successful non-profit in the Coachella Valley for over 50 years. Our mission is to provide transportation to those persons who are blind, handicapped or can no longer drive safely. We provide Door-thru-Door services to our community clients. Our drivers come to the door and assist our clients to the vehicle and escort them to their appointment. We offer to carry their packages into their home also.

Most of our daily trips are to medical appointments, pharmacies, senior centers, grocery stores and other personal appointments. Over forty percent of our clients are Cathedral City residents. We are pleased to serve your residents enabling them to maintain their independence in their own homes. These funds will continue to support our transportation services in Cathedral City. We are the only non-profit in the Coachella Valley that provides this service.

We thank you for your continued support for your community residents.

Sincerely,

Barbara Workman  
Executive Director