

TO: JAMES L. APP, CITY MANAGER  
FROM: BOB LATA, COMMUNITY DEVELOPMENT DIRECTOR  
SUBJECT: WORKFORCE HOUSING GRANT APPLICATION  
DATE: MARCH 1, 2005

Needs: For the City Council to: (a) adopt a resolution authorizing the City Manager to execute a Grant Agreement for the State's Workforce Housing Reward (WFH) Program; and (b) to give staff direction regarding the prioritization of eligible projects to be accomplished or assisted with WFH funds.

Facts:

1. Under the umbrella of Proposition 46 (2002), the State of California, through the Department of Housing and Community Development (HCD), is offering non-competitive grants to qualifying jurisdictions under the Workforce Housing Reward (WFH) Program.
2. By meeting the following criteria, a jurisdiction will, with a complete application, receive an amount of WFH Funds based on a formula:
  - a. Have an HCD-approved Housing Element as of December 31, 2004;
  - b. Have submitted an annual Housing Element Progress Report to HCD by October 31, 2004;
  - c. Have given final land use approval in Calendar Year 2004 to new housing projects that are reserved for low income households.
3. The City completed items 2a and 2b, above, prior to the established deadlines. Under the State's guidelines for the WFH Program, only one of the three low income housing projects currently in process qualifies as having received "final land use approval" in 2004. That project is the 68 unit low income housing project to be developed by Peoples' Self-Help Housing Corp. at 400 Oak Hill Road. The "final land use approval" consists of Planning Staff review and acceptance of the final construction plans as being in conformance with the development plan approved by the City Council in August 1999.
4. WFH funds are issued on the basis of a formula that incorporates income level (i.e., low and very low income) and the number of bedrooms in a qualifying project. Under the State's criteria, the City is eligible to receive \$135,500 in WFH funds for the Canyon Creek Project.
5. WFH funds must be used for such projects as:
  - Construction of a cultural center;
  - Library development;
  - Street improvements for safety, such as lights, curbs and gutters;
  - Upgrades to existing infrastructure such as water/sewer upgrades;
  - Park improvements, construction and rehabilitation; and/or
  - Accommodations for ADA compliance.

6. City staff has prepared a list of 4 eligible projects, which will be discussed in the Analysis section of this report. By the time that the City executes a grant agreement (but after filing of the grant application), the projects must be identified and specified in the agreement.
7. The deadline for filing an application for WFH funds is March 23, 2005. The application must include a resolution of the City Council authorizing the application.
8. Grant funds may be advanced, provided that they are spent within 90 days of disbursement. Alternatively grant funds may be disbursed on a reimbursement basis.
9. Projects to be funded and/or assisted with WFH funds must be completed within 3 years (or the City may lose WFH funds and/or have to refund any advanced WHF funds).

Analysis and  
Conclusion:

Attached is a list of 4 potential projects that appear to qualify for WFH funding. The projects are listed in a manner that proposes a priority based on ability to complete a project within the 3 year window for the grant. The Council may, however, provide alternative priorities for the projects.

Policy

Reference: State laws and regulations governing the WFH Program; Housing Element

Fiscal Impact: WFH funds would either accomplish, or supplement funding for, projects that supplement projects that would otherwise be carried out with General Funds.

- Options:
- a. (1) Adopt Resolution No. 05-xxx authorizing the City Manager to execute a grant agreement for WFH funds; (2) Give staff direction regarding the prioritization of eligible projects to be accomplished or assisted with up to \$135,500 in WFH funds
  - b. Amend, modify or reject the foregoing option.

Prepared By:

Ed Gallagher  
Housing Programs Manager

Attachments:

1. Resolution Authorizing Execution of a Grant Agreement for WFH Funds
2. List of Proposed Projects for WFH Funding or Assistance

EDI\HOUSING\WORKFORCE HOUSING GRANT 2005\NEW GRANT CCR 030105

RESOLUTION NO. 05-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF EL PASO DE ROBLES  
AUTHORIZING THE EXECUTION OF A STANDARD AGREEMENT AND ANY AMENDMENTS  
THERE TO, AND ANY OTHER DOCUMENTS NECESSARY TO SECURE A WORKFORCE HOUSING  
REWARD GRANT FROM THE STATE OF CALIFORNIA, DEPARTMENT OF HOUSING AND  
COMMUNITY DEVELOPMENT  
(WORKFORCE HOUSING GRANT)

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WHEREAS, the City of El Paso de Robles, a political subdivision of the State of California, applied for and will submit the Application Package released December 2004 by the California Department of Housing and Community Development (Department) for the Workforce Housing (WFH) Program; and

WHEREAS, funding for WFH has been made available pursuant to the Housing and Emergency Shelter Trust Fund of 2002 (Proposition 46); and

WHEREAS, pursuant to the statute, the Department is authorized to approve funding allocations for the program, subject to the terms and conditions of the Notice of Funding Availability (NOFA) and Program Guidelines, Application Package and Standard Agreement.

NOW, THEREFORE, BE IT RESOLVED, by City Council of the City of El Paso de Robles that

1. The City of El Paso de Robles shall be subject to the terms and conditions as specified in the standard agreement (Contract). Funds are to be used for allowable capital asset project expenditures to be identified in Attachment A of the Contract. The application in full is incorporated as part of the Contract and any and all activities funded, information provided, and timelines represented in the application are enforceable through the Contract. The City of El Paso de Robles 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. The City of El Paso de Robles also may execute any and all instruments required by the Department for participation in the WFH Program.
2. The City of El Paso de Robles authorizes the City Manager and/or their designee(s) to execute in the name of the City of El Paso de Robles the Application Package, the Standard Agreement, and all other documents required by the Department for participation in the WFH.

PASSED AND ADOPTED by the City Council of the City of Paso Robles this 1st day of March, 2005, by the following vote:

AYES:

NOES:

ABSTAIN:

ABSENT:

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Frank R. Mecham, Mayor

ATTEST: I hereby attest and certify that the foregoing is a true and full copy of a resolution of the City Council of the City of El Paso de Robles adopted at a duly convened meeting on the date above-mentioned, which has not been altered, amended or repealed.

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Sharilyn M. Ryan, Deputy City Clerk

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Date

**WORKFORCE HOUSING GRANT  
PROPOSED PROJECTS**

**DRAFT**

#	Project Description	Location	Community Benefit	Cost Components	Cost	Total Cost	Revenue Components	Amount	Total Revenue
1	Install in-roadway signalized crosswalk system	Across Spring Street at 34th Street	Spring Street is an arterial street that divides a neighborhood served by an elementary school. The signalized crosswalk would greatly enhance the safety of school children that need to cross Spring Street to get to school.	Engineering Plans	12,000		WFH Grant	21,780	
				Bid Costs	2,000		CDBG Funds	48,220	
				Construction	51,000		General Funds		
				Contingency	5,000	70,000	Other Funds		70,000
2	Install in-roadway signalized crosswalk system	Across Spring Street at 17th Street	Spring Street is an arterial street that divides a neighborhood served by an elementary school. The signalized crosswalk would greatly enhance the safety of school children that need to cross Spring Street to get to school.	Engineering Plans	12,000		WFH Grant	70,000	
				Bid Costs	2,000		General Funds		
				Construction	51,000		Other Funds		70,000
				Contingency	5,000	70,000			
3	Install PCC sidewalks adjacent to Fairgrounds Parking Lot	West side of Riverside Avenue between 21st and 24th Streets	The Fairgrounds are used on a year-round basis. Pedestrians presently do not have a paved sidewalk to access crosswalks. This situation is an impediment to accessibility by the physically disabled.	Engineering Plans	15,000		WFH Grant	135,500	
				Bid Costs	5,000		General Funds	159,500	
				Construction	250,000		Other Funds		295,000
				Contingency	25,000	295,000			
4	Install AC paving, curbs, gutters, sidewalk on one side	Vine Street between Marion Avenue and 36th Street	Vine Street is a collector street that is unimproved north of Marion Avenue. Georgia Brown Elementary School abuts the east side of Vine Street in this location. Paving the Street would provide improved vehicular and pedestrian access to this school.	Engineering Plans	30,000		WFH Grant	135,500	
				Bid Costs	5,000		General Funds	229,500	
				Construction	300,000		Other Funds		365,000
				Contingency	30,000	365,000			