



*City of Arts & Innovation*

# City Council Memorandum

**TO: HONORABLE MAYOR AND CITY COUNCIL      DATE: NOVEMBER 7, 2017**

**FROM: COMMUNITY & ECONOMIC DEVELOPMENT      WARD: 3**  
**DEPARTMENT**

**SUBJECT: PROPOSED AMENDMENT TO THE CITY OF RIVERSIDE 2015-2016 UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT ANNUAL ACTION PLAN TO AMEND SCOPE OF WORK AND COMMUNITY DEVELOPMENT BLOCK GRANT FUNDING TO THE PARKS, RECREATION, AND COMMUNITY SERVICES NICHOLS PARK COMMUNITY CENTER PROJECT – FUND TRANSFER \$222,217**

## **ISSUE:**

Approve an amendment to the City's 2015-2016 Housing and Urban Development Annual Action Plan to amend the scope of work and revise the allocated Community Development Block Grant funds to \$120,000 for the Parks, Recreation and Community Services' Nichols Park Community Center Project.

## **RECOMMENDATIONS:**

That the City Council:

1. Authorize an amendment to the 2015-2016 Housing and Urban Development Annual Action Plan to revise the amount of Community Development Block Grant funds allocated to the Parks, Recreation and Community Services Nichols Park Community Center Project from \$342,217 to \$120,000;
2. Authorize a funds transfer in the amount of \$222,217 from Account No. 9256500-440120 (Parks, Recreation and Community Services Nichols Park Community Center Project) to Account No. 2835100-453001 (Unprogrammed Funds);
3. Authorize the City Attorney's Office to prepare a corresponding amendment for the revision in Community Development Block Grant funding and amendment in scope of work to the existing CDBG Memorandum of Understanding with the Parks, Recreation and Community Services Department for the Parks, Recreation and Community Services Nichols Park Community Center Project; and
4. Authorize the City Manager, or his designee to execute the amendment(s), including making minor non-substantive changes and to sign all documents and instruments necessary to implement this action.

## **DISCUSSION:**

The proposed amendment to the Housing and Urban Development (HUD) Annual Action Plan will revise the existing scope of work for Parks, Recreation and Community Services (PRCS) Nichols Park Community Center Project funded in the 2015-2016 FY. The revision will narrow the scope of work simplifying the project and allowing for a more attainable goal. Specifically, the scope of work is revised to fund the development/design of a Community Center Master Plan. The Plan will establish a clear strategy for construction improvements to the center in subsequent years, as the center is in need of a comprehensive renovation. The Master Plan development process is anticipated to take longer than one (1) year when incorporating community participation. To comply with HUD's timeliness in expenditure of funds, the scope of work and budget for the project will be revised to focus solely on the Master Plan. Based on the revised scope, anticipated costs are \$120,000. Therefore, contingent upon approval of the proposed amendment, the original \$342,217 allocation will be revised to \$120,000. The \$227,217 difference will be added to the existing Community Development Block Grant (CDBG) unprogrammed funds.

A public notice was issued announcing the proposed amendment to the HUD Annual Action Plan and a 30-day public comment period was provided in compliance with HUD regulations. The original notice was published in the Press Enterprise on Friday, October 6, 2017 and included the date this action would be considered by the City Council. The proposed project is eligible under the HUD CDBG National Objective of low- and moderate- income area benefit because it benefits a residential neighborhood where at least 51% of the residents are low- and moderate income persons.

The PRCS Director concurs with this report.

## **FISCAL IMPACT:**

There is no impact to the General Fund. Funds de-obligated from the PRCS Nichols Park Community Center Project will be re-programmed to other CDBG eligible projects.

Prepared by: Rafael Guzman, Community & Economic Development Director  
Certified as to  
availability of funds: Adam Raymond, Chief Financial Officer/City Treasurer  
Approved by: Al Zelinka, FAICP, Assistant City Manager  
Approved as to form: Gary G. Geuss, City Attorney