



## **CITY OF MENIFEE**

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SUBJECT: Community Development Block Grant Program 2023/2024  
Annual Action Plan

MEETING DATE: May 3, 2023

TO: Mayor and City Council

PREPARED BY: Edna Lebron, Senior Management Analyst

REVIEWED BY: Cheryl Kitzerow, Community Development Director

APPROVED BY: Armando G. Villa, City Manager

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### **RECOMMENDED ACTION**

1. Adopt a resolution approving the 2023/2024 Annual Action Plan for the City's Community Development Block Grant (CDBG) Program

### **DISCUSSION**

The City of Menifee elected to become a CDBG entitlement jurisdiction beginning July 1, 2012. This entitlement status enables the City to receive funds directly from the Federal Department of Housing and Urban Development (HUD) for distribution and expenditure within the City and allows the City Council to have greater control of the use of the funds and ensure greater accountability to Menifee residents. Program Year 2023/2024 will be the twelfth year the City of Menifee participates within the CDBG Program as an entitlement community.

As a recipient of annual CDBG grant funds, the City assists with the enhancement and support of low to moderate-income populations within the City of Menifee through the delivery of various programs and activities.

Each year the City must prepare and submit to HUD an Annual Action Plan which identifies all the programs/activities to be completed in the upcoming program year, which runs from July 1 to June 30. The Annual Action Plan is formally approved by the City Council at a Public Hearing.

The Annual Action Plan will generally include the following main categories of activities/programs:

- \*Planning/Administration (20% Cap)
- \*Fair Housing Services (Mandatory for Participation)
- \*Public Services (15% Cap)
- \*Housing (Senior Minor Home Rehabilitation Grant Program)
- \*Public Facilities/Infrastructure Projects

On October 20, 2022, the City posted a Notice of Funding Availability (NOFA) and released the Public Services Application Booklet. Applications were due on February 3, 2023. On March 27, 2023, the Menifee Citizen Advisory Committee (MCAC) reviewed the funding proposals received as a result of the NOFA and formulated their Public Services Program funding recommendations for City Council consideration. The MCAC's Public Services Program recommendations are summarized below and are included within the proposed 2023/2024 Annual Action Plan. Staff concurs with the MCAC's Public Services Program funding recommendations.

### **2023/2024 Annual Action Plan**

Allocations were announced on February 27, 2023. The City of Menifee will receive \$527,847. The following summarizes the funding plan included within the proposed 2023/2024 Annual Action Plan:

#### **Description**

<b>Planning &amp; Administration (20% Maximum Cap)</b>	<b>\$105,569.00</b>
Administration	82,569.00
Fair Housing Services	23,000.00
<b>Minor Home Rehabilitation Grant Program (Includes Program Delivery/Staff Costs)</b>	<b>\$120,000.00</b>
<b>Public Services (15% Maximum Cap)</b>	<b>\$79,177.00</b>
Assistance League of Temecula Valley	10,000.00
Boys and Girls Club of Menifee Valley	11,000.00
Habitat for Humanity	11,000.00
Hospice of the Valleys	10,000.00
Menifee Mustangs Track & Field Club	10,000.00
Menifee Valley Community Cupboard	17,177.00
SAFE Family Justice Centers	10,000.00

**Public Facilities/Infrastructure Projects**

3rd Street Improvements in Romoland **\$223,101.00**

**Grant Total \$527,847.00**

**STRATEGIC PLAN OBJECTIVE**

Responsive and Transparent Community Government

**FISCAL IMPACT**

There is no fiscal impact to the General Fund from participating in the CDBG Program. All expenditures related to CDBG adopted and approved projects/activities will come from HUD 2023/2024 CDBG allocation to the City of Menifee.

The FY 2023/2024 budget for CDBG will be presented with the City Budget and will be as follows:

Grant Revenue	481-3845	\$527,847.00
Administration (Personnel)	481-2324-Various	76,629.00
Legal Advertising	481-2324-51400	3,000.00
Membership & Dues	481-2324-52200	940.00
Professional Services	481-2324-52800	2,000.00
Minor Home Repair	481-2324-58014	100,000.00
Minor Home Repair (Staff Costs)	481-2324-Various	20,000.00
Fair Housing Services	481-2324-58043	23,000.00
Public Services	481-2324-58044	79,177.00
<u>Public Facilities/Infrastructure</u>	<u>481-2324-58066</u>	<u>223,101.00</u>
<b>TOTAL</b>		<b>\$527,847.00</b>

**ATTACHMENTS**

1. 2023/2024 Annual Action Plan
2. Resolution