



## **CITY OF MENIFEE**

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SUBJECT: Consolidated Annual Performance and Evaluation Report for the Community Development Block Grant Program, Fiscal Year 2022/2023

MEETING DATE: September 6, 2023

TO: Mayor and City Council

PREPARED BY: Edna I. Lebrón, 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 2022/2023 Consolidated Annual Performance and Evaluation Report (CAPER) and authorizing staff to submit the CAPER to the Department of Housing and Urban Development (HUD).

### **DISCUSSION**

In Fiscal Year 2022/2023, the City received \$540,051 in Community Development Block Grant (CDBG) funds from HUD. The grant allows the City to carry out a number of housing and community development programs that are targeted primarily at low-income households. Projects included housing rehabilitation and public services.

HUD requires recipients of CDBG funds to prepare an annual evaluation of the progress and implementation of programs and activities under their CDBG program. The CAPER has been prepared to assist residents and HUD to evaluate the City's use of CDBG funds to meet the priority needs identified in the City's 2022-2027 Consolidated Plan which was adopted by City Council on May 4, 2022. The CAPER is an annual requirement pursuant to 24 CFR 91.520 for participation in the CDBG program.

The table on the following page summarizes the various projects/activities included within the 2022/2023 Program Year, the allocated amounts, the amount spent, and the number of Low and Moderate individuals (LMI) served during the year.

**TABLE 1: 2022/2023 CDBG & CDBG-CV Program/Activity**

Activity	Allocation Amount	Amount Spent	LMI Served
Administration	\$85,795	\$85,795	N/A
Fair Housing Council of Riverside County	22,215	22,212	472
Minor Home Rehabilitation Grant Program (MHRGP)	100,000	30,834	2
Activity Delivery Cost - MHRGP	20,000	1,019	N/A
Assistance League of Temecula Valley: Operation School Bell	10,335	10,335	84
Boys and Girls Club of Menifee Valley: Before and After School Scholarship Program	10,335	10,335	106
Habitat for Humanity: Brush with Kindness Program	10,335	10,335	37
Hospice of the Valley Senior Hospice Services	10,335	10,335	42
Menifee Valley Community Cupboard: Emergency Food Distribution	19,000	19,000	1820
Michelle's Place Cancer Resource Center	10,334	5,428	29
SAFE Family Justice Center Services for Abused and Neglected	10,334	10,334	68
Romoland Phase II	231,033	0	N/A
<b>Total</b>	<b>\$540,051</b>	<b>\$215,962</b>	<b>2660</b>
<b>Prior Year Carry-over Activities/Funds</b>			
Romoland Phase II	224,987	18,686	N/A
Minor Home Rehabilitation Grant Program (MHRGP)	67,363	67,363	5
Activity Delivery Cost - MHRGP	15,377	15,377	N/A
<b>Total</b>	<b>\$307,727</b>	<b>\$101,426</b>	<b>5</b>
<b>CDBG-CV - Remaining Balances</b>			
Boys and Girls Club Covid Learning Loss and Healthy Habits program	20,000	240	24
Homeless Outreach Riverside University Health System-Behavioral Health (RUSH-BH)	103,566	8,258	109
Rental Mortgage Assistance Program	100,123	71,804	9
CV Administration	40,787	6,132	N/A
<b>Total</b>	<b>\$264,476</b>	<b>\$86,434</b>	<b>142</b>
<b>Combined Totals of CDBG &amp; CV</b>	<b>\$1,112,254</b>	<b>\$403,822</b>	<b>2807</b>

**NOTE:** In the attached CAPER (page 63-64), the Integrated Disbursement and Information System (IDIS) PR26 report states the total expenditure for the current year and prior as \$347,880 instead of \$317,388. There is an error in the report where it is picking up three activities (each at \$10,164) from

program year 21/22 in the total amount of \$30,492. Additionally, there are some errors in the PR3 report, not showing current amounts or accomplishments.

On August 15, 2023, the draft CAPER was presented to the Menifee Citizen Advisory Committee (MCAC) and no comments were received.

CDBG regulations require that the public be given a 15-day period to review the CAPER and provide comments prior to approval by the City Council. A public notice announcing the availability of the CAPER was published in the *Press Enterprise* on August 22, 2023, and copies of the CAPER were made available for public review at City Hall and on the City's website. The public review period ran from August 22, 2023, through September 5, 2023. Any written comments or questions are responded to in writing by staff and are included in the CAPER when it is submitted to HUD on September 30, 2023.

Adoption of the attached resolution will authorize the submission of the CAPER for the 2022/2023 Program Year to HUD.

### **STRATEGIC PLAN OBJECTIVE**

Thriving Economy

### **FISCAL IMPACT**

There is no fiscal impact to the General Fund from participating in the CDBG program. Additionally, as allowed per HUD regulations and listed under the "Planning and Administration" section on Page 2, a portion of the annual allocation is used to cover staff time spent on administration activities, including the preparation of the CAPER, related to the City's CDBG Program.

### **ATTACHMENTS**

1. Resolution
2. CAPER