



LASSEN COUNTY

Health and Social Services Department

C1

- ☐ **HSS Administration**
336 Alexander Avenue
Susanville, CA 96130
(530) 251-8128
- ☒ **Grant and Loans Division**
336 Alexander Avenue
Susanville, CA 96130
(530) 251-2683
- ☐ **Behavioral Health**
555 Hospital Lane
Susanville, CA 96130
(530) 251-8108/8112
- Chestnut Annex**
1400-A & B Chestnut Street
Susanville, CA 96130
(530) 251-8112
- ☐ **Patients' Rights Advocate**
720 Richmond Road
Susanville, CA 96130
(530) 251-8322
- ☐ **Public Health**
1445 Paul Bunyan Road
Susanville, CA 96130
(530) 251-8183
- ☐ **Environmental Health**
1445 Paul Bunyan Road
Susanville, CA 96130
(530) 251-8183
- ☐ **Community Social Services**
PO Box 1359
Susanville, CA 96130
- LassenWORKS
Business & Career Network**
1616 Chestnut Street
Susanville, CA 96130
(530) 251-8152
- Child & Family Services**
1445 Paul Bunyan Road
Susanville, CA 96130
(530) 251-8277
- Adult Services
Public Guardian**
720 Richmond Road
Susanville, CA 96130
(530) 251-8158
- ☐ **HSS Fiscal**
PO Box 1180
Susanville, CA 96130
(530) 251-2614

Date: April 10, 2018

To: Chris Gallagher, Chair
Lassen County Board of Supervisors

From: Barbara Longo, Director
Health & Social Services

Subject: PUBLIC HEARING on Close Out of CDBG Grant #12-CDBG-8396

Background:

In March 2012, the Board of Supervisors took action to approve the submittal of an application to the California Department of Housing and Community Development (HCD) Community Development Block Grant (CDBG) Program for a \$1,078,750 grant to fund two Planning and Technical Assistance Plans; Public Facility project; and Business Assistance, Microenterprise Financial Assistance, and Microenterprise Technical Assistance for local businesses and startups. In March 2013, the County entered into a contract with the state for the funding to complete two Planning and Technical Assistance Plans, and a Business Assistance, Microenterprise Financial Assistance, and Microenterprise Technical Assistance Programs in the amount of \$583,909. The Public Facility project was not funded.

In December 2015, the Board of Supervisors took action to approve the reprogramming of unused funds from 12-CDBG-8396, to a drought related project as authorized by Executive Order B-21-13, and CDBG's Management Memorandum #14-04. HCD approved this request to reprogram funds and to complete a public improvement project with Spaulding Community Services District.

In accordance with CDBG grant closeout requirements, within ninety days of the end of the contract (February 28, 2018), the County must submit a closeout report and hold a public hearing soliciting comments on the County's performance.

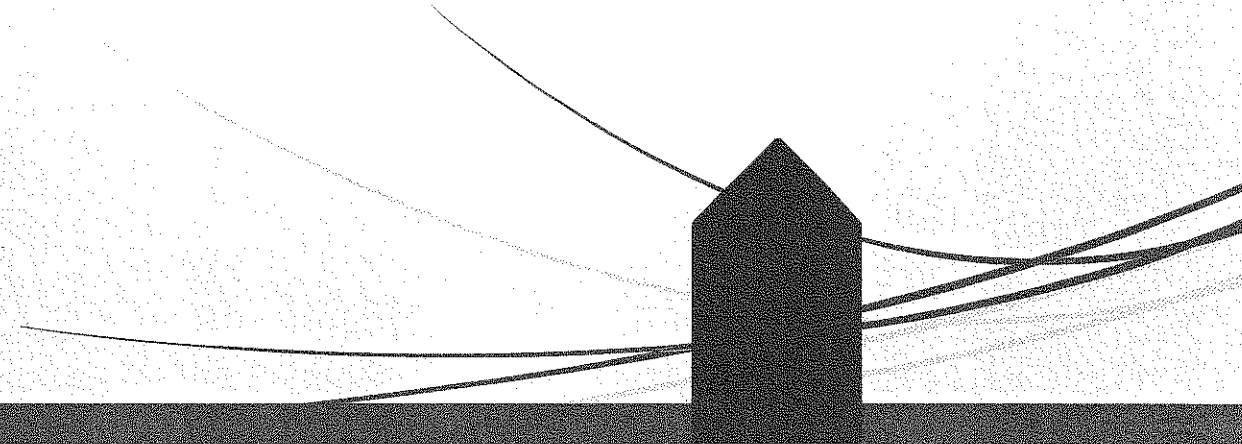
CDBG Program Manager Jenna Aguilera will present the closeout report (copy attached) describing the activities that occurred pursuant to this grant and take comments and questions from the Board and the public.

Fiscal Impact:

None.

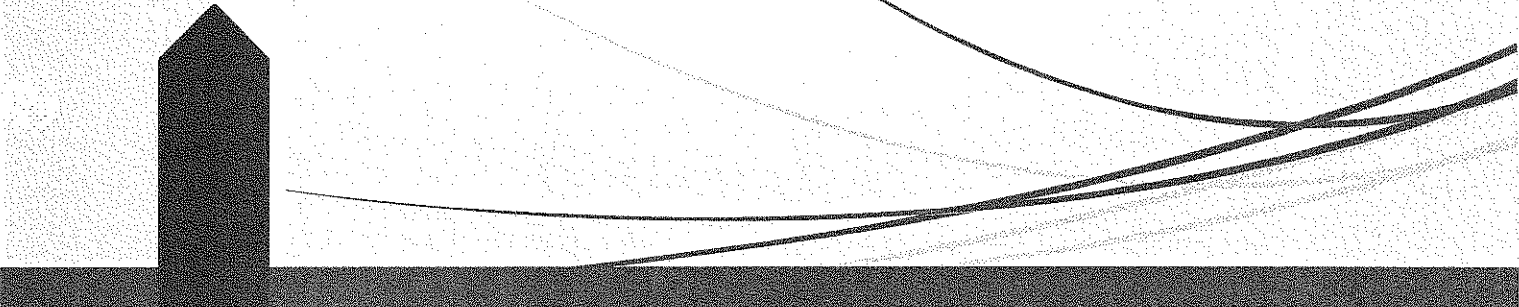
Action Requested:

Conduct a Public Hearing.



Community Development Block Grant (CDBG) Close-Out Report

12-CDBG-8396



Application

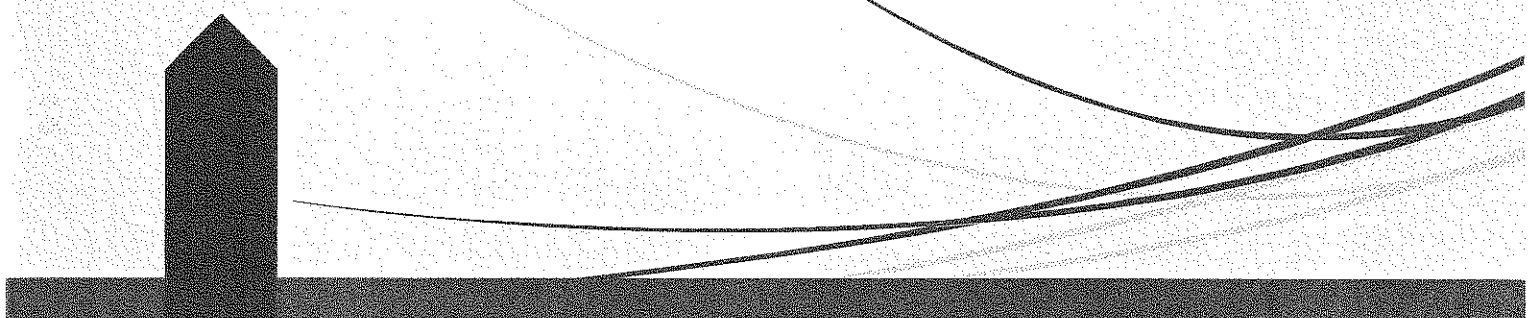
- 2012/2013 CDBG Application
 - Submitted in April 2012, for \$1,078,750
- Microenterprise/Business Assistance Combo Program
 - \$465,116
- Public Facilities for VFW Building in Herlong
 - \$465,116
- Planning and Technical Assistance
 - \$75,000
- General Administration
 - \$73,518

Awarding

- 2012/2013 CDBG Application
 - Awarded in November 2012, for \$583,909
- Microenterprise/Business Assistance Combo Program
 - \$465,116
- Planning and Technical Assistance
 - \$75,000
- General Administration
 - \$43,793

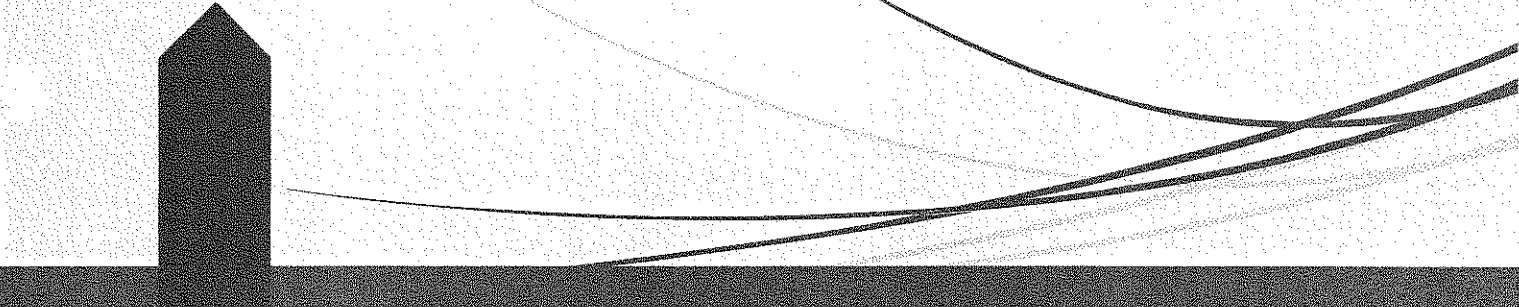
Planning Activity

- Mental Health Services Act (MHSA) Site Feasibility Analysis
 - Presented to Board of Supervisors in December 2014.
- Parks and Recreation Master Plan for the community of Herlong
 - In August 2014, this study was determined ineligible due to the Herlong area not meeting the requirement that 51% or more of its residents are at or below 80% Area Median Income. (Per American Community Survey data)
- In late 2015, remaining funds from this activity were reprogrammed to fund a public improvement activity.



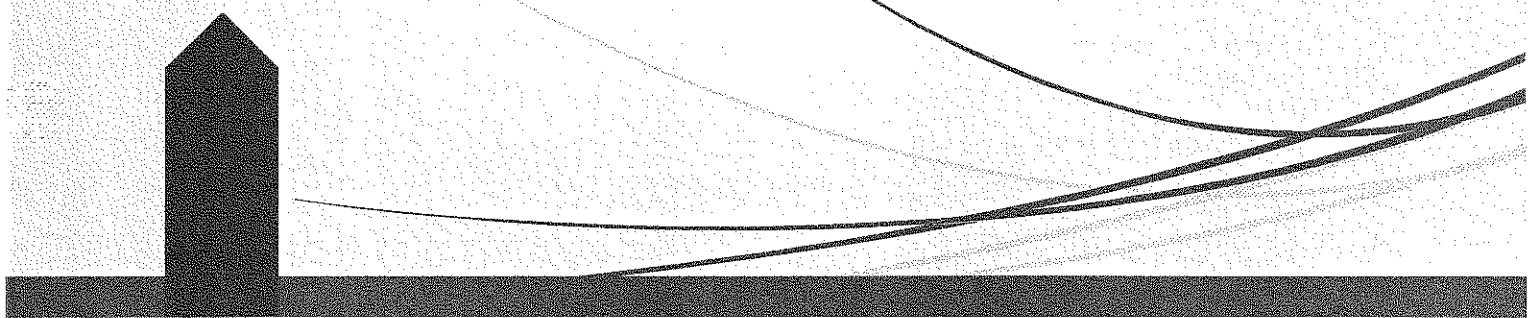
Microenterprise Technical Assistance Program

- Alliance for Workforce Development (AFWD) provided 9 businesses with specialized business consulting through the Program.
- The industry sectors covered by the eligible businesses included: building trades and construction, education, child development, and family services, manufacturing and product development, hospitality, tourism, and recreation, marketing, sales, and service.
- A total of 431.25 hours was charged to this Program:
 - Marketing – 150 hours
 - Financial/Business Planning – 44 hours
 - General Consulting – 50 hours
 - AFWD Staff Time – 187.25 hours
 - AFWD In-Kind Staff Time – 114.22 hours
 - Resulting in \$15,295 additional funds added to the Program.



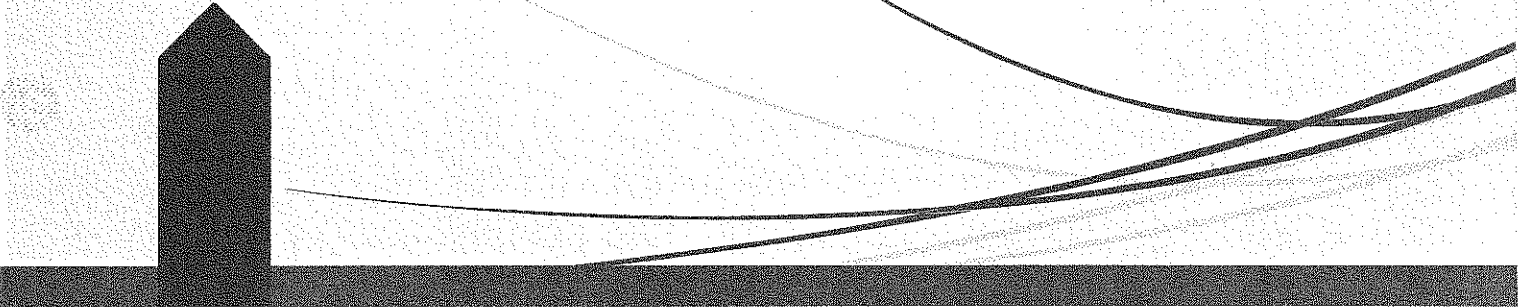
Microenterprise Financial Assistance Program

- No Applications Received
- At the April 21, 2015, Board Meeting the CDBG Program and Structure was discussed. The business loan programs were recommended to be discontinued.
- In late 2015, remaining funds from this activity were reprogrammed to fund a public improvement activity.



Business Assistance Program

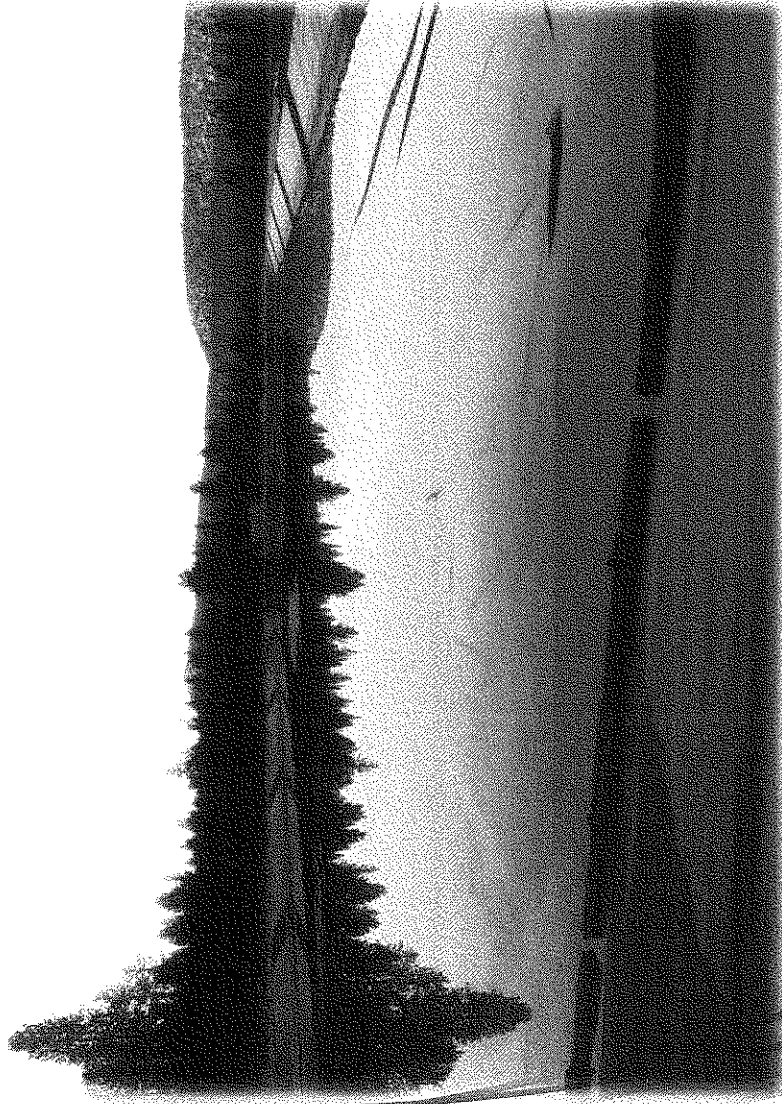
- \$350,000 Loan Funded in April 2014
- In January 2015, HCD confirmed the County documented the required National Objective of retaining jobs for low-moderate income persons and the CDBG Public Benefit Standards for this loan.
- At the April 21, 2015, Board Meeting the CDBG Program and Structure was discussed. The business loan programs were recommended to be discontinued.



Public Improvement Activity

- Remaining grants funds reprogrammed to a drought related project as authorized by Executive Order B-21-13.
- Spalding CSD Sewer Pond Ballast Project
 - Installation of ballast tube along approximately 4,500 feet of pond toe in two existing, lined sewer ponds.
- CDBG and DWR Grant funded project.
- Coleman Engineering and Impact Construction, engineer and contractor for the project.
- Project completed January 2018.

Completed Project Pictures

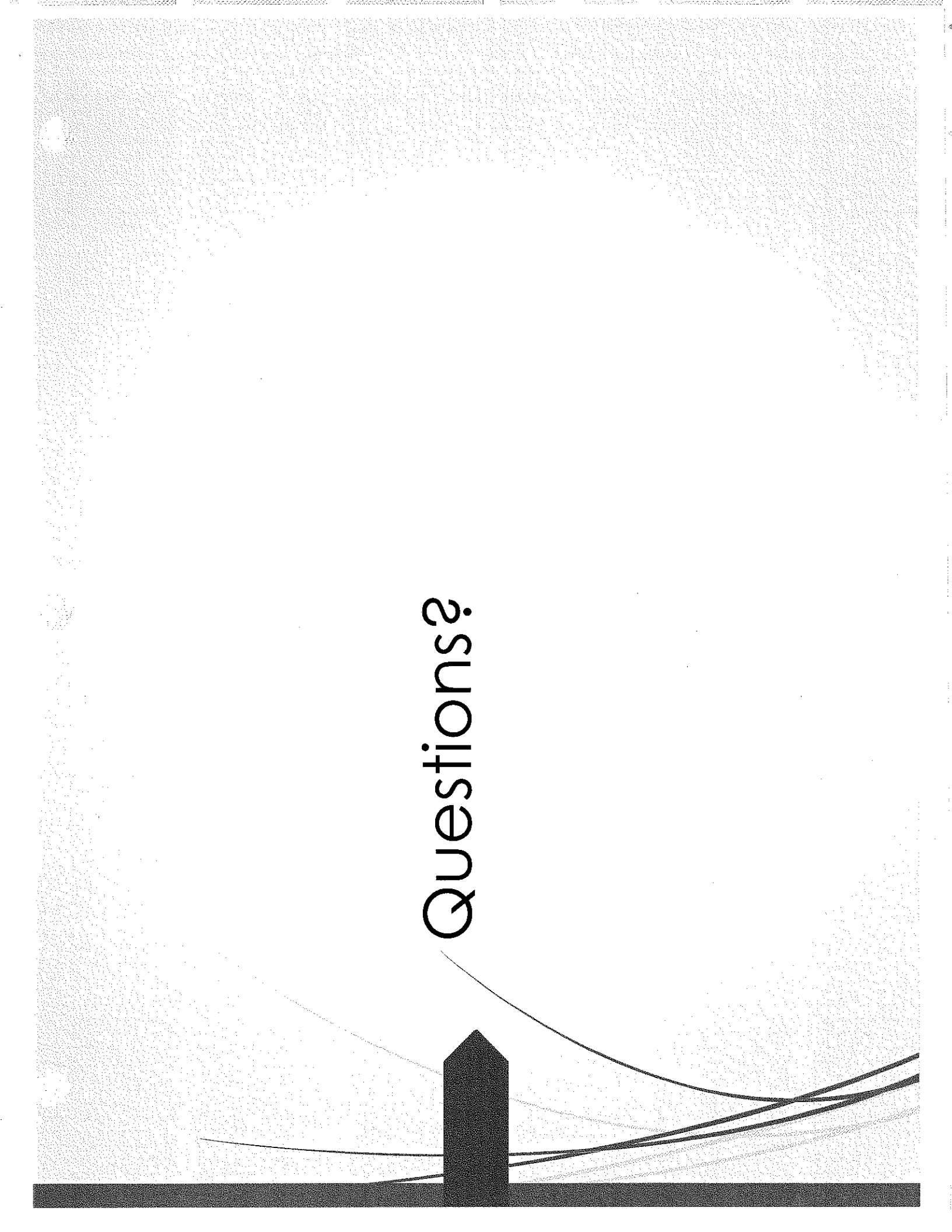


Grant Expenditures – Before Reprogramming

Contract Activities	Budget	Grant Expended	PI Expended	Remaining Amount
Business Assistance	\$ 321,274	\$ 302,231	\$ 5,652	\$ 13,391
Microenterprise Financial Assistance	\$ 58,226	\$ -	\$ -	\$ 58,226
Microenterprise Technical Assistance	\$ 85,616	\$ 6,180	\$ 47,245	\$ 32,191
Planning	\$ 75,000	\$ 16,934	\$ -	\$ 58,066
General Administration	\$ 43,793	\$ 39,949	\$ 3,844	\$ -
TOTAL	\$ 583,909	\$ 365,294	\$ 56,741	\$ 161,874

Grant Expenditures – After Reprogramming

Contract Activities	Reprogrammed Budget	Grant Expended	Total Spent	Grant Disencumbrance
Business Assistance	\$ -	\$ -	\$ 307,883	\$ 5,652
Microenterprise Financial Assistance	\$ -	\$ -	\$ -	\$ -
Microenterprise Technical Assistance	\$ -	\$ -	\$ 53,425	\$ 47,245
Planning	\$ -	\$ -	\$ 16,934	\$ -
General Administration	\$ -	\$ -	\$ 43,793	\$ 3,844
Public Improvement	\$ 161,874	\$ 161,874	\$ 161,874	\$ -
TOTAL	\$ 161,874	\$ 161,874	\$ 583,909	\$ 56,741

The background is a light gray with a fine, dotted texture. In the lower center, there is a dark silhouette of a building with a pointed roof. Several thin, dark, curved lines sweep across the lower half of the image, originating from the building and extending towards the right. The word "Questions?" is written vertically in a large, black, sans-serif font, positioned to the right of the building silhouette.

Questions?