

RESOLUTION NO. 3524-2012

RESOLUTION OF THE FORT BRAGG CITY COUNCIL APPROVING A CONTINGENT SUBRECIPIENT AGREEMENT WITH WEST ENTERPRISE CENTER, INC. TO USE FUNDS FROM COMMUNITY DEVELOPMENT BLOCK GRANT FOR A MICRO-ENTERPRISE ASSISTANCE PROGRAM AND AUTHORIZING CITY MANAGER TO EXECUTE SAME UPON EXECUTION BY SUBRECIPIENT (AMOUNT TBD; SOURCE: CDBG 2012 GRANT)

WHEREAS, the City of Fort Bragg is applying for a grant from the 2012 State of California Department of Housing and Community Development, State Community Development Block Grant (CDBG) Economic Development Allocation to fund a Micro-enterprise Assistance activity to be known as the Fort Bragg Micro-enterprise Assistance Program, to be operated by West Enterprise Center, Inc. doing business as West Company; and

WHEREAS, the City of Fort Bragg's CDBG Economic Development Allocation application states that the City will engage West Company as Subrecipient to implement the Fort Bragg Homeless Micro-enterprise Assistance Program if funded by the grant; and

WHEREAS, the West Company is a non-profit agency that has been the sole provider of micro-enterprise assistance activities in Mendocino County since 1996; and the City has worked with West Company previously to successfully implement CDBG Micro-enterprise activities, and West Company is sufficiently experienced and knowledgeable of CDBG grant procedures such that its staff is competent to assist in implementing the activities; and

WHEREAS, a Subrecipient Agreement is required by State CDBG regulations to contractually obligate West Company to perform the grant-funded activity in accordance with the City's Standard Agreement with the State Department of Housing and Community Development, if awarded, and in compliance with all State and Federal overlay requirements for the CDBG programs; and

WHEREAS, in order to maximize the competitive status of the City's CDBG application, CDBG encourages applicants to submit executed Subrecipient Agreements with the grant applications, the terms of which are contingent upon grant award; and

WHEREAS, environmental impacts of these activities are subject to CDBG clearance if the grant is awarded, and activities that will be conducted by West Company if the grant is awarded are not expected to have a direct physical impact or result in any physical changes and are therefore anticipated to be Exempt from further environmental review per the Federal National Environmental Protection Act (NEPA) 24 CFR Section 58.4; and the activities that will be conducted do not constitute a "project" for CEQA purposes pursuant to CEQA Guidelines section 15378(b)(5) and therefore are not subject to environmental review under CEQA; and

WHEREAS, the City has requested a total of \$277,500 in funding for the Fort Bragg Micro-enterprise Assistance Program, including Activity funding of \$235,875 and Activity Delivery funding of 15% or 41,625; and

WHEREAS, if funded, the grant will also provide General Administration funding in the amount of up to 7.5% of grant funding; and

WHEREAS, the City and West Company will determine actual funding apportionments if and when actual funding is awarded, and apportionment to West Company is expected to consist of all available Activity funding plus all available Activity Delivery funding, for a total of \$277,500, which is sufficient funding to implement activities described in this Subrecipient Agreement; and

WHEREAS, the City is expected to retain all General Administration funding in order to perform associated reporting, monitoring, and other grant administration activities; and


WHEREAS, based on all the evidence presented, the City Council finds as follows:

1. West Company is a qualified subrecipient and is sufficiently capable and experienced in implementation and management of CDBG -funded projects.
2. If the grant is awarded, adequate funding will be available on a reimbursement basis through the State CDBG program to complete the work as described in the Subrecipient Agreement.
3. If the grant is awarded, contingent terms included in the Subrecipient Agreement will be specified and agreed upon by the parties prior to commencement of program activities.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Fort Bragg does hereby approve a CONTINGENT Subrecipient Agreement with West Enterprise Center, Inc. to use funds from the 2012 Community Development Block Grant for a Public Service Program and authorizes City Manager to execute same upon execution by Subrecipient (Amount TBD; Source: 2012 CDBG Grant).


The above and foregoing Resolution was introduced by Councilmember Hammerstrom, seconded by Councilmember Gjerde, and passed and adopted at a regular meeting of the City Council of the City of Fort Bragg held on the 26th day of March, 2012, by the following vote:

AYES: Councilmembers Courtney, Gjerde, Hammerstrom, and Mayor Turner.
NOES: None.
ABSENT: None.
ABSTAIN: None.



DAVE TURNER,
Mayor

ATTEST:


Cynthia M. VanWormer, CMC
City Clerk