



Meeting Date: 8.16.2017
Agenda Item: # _____

Mission Statement

To provide our growing dynamic community excellent municipal services to make Fernley a great place to live, work, and play. Together, we enhance the desirability, safety, friendliness, aesthetics and quality of life in our city.

CITY OF FERNLEY CITY COUNCIL MEETING STAFF REPORT

REPORT TO: Mayor & City Council
REPORT THRU: Daphne Hooper, City Manager
REPORT BY: **Colleen Unterbrink, Assistant to the City Manager**
REVIEWED BY: Brandi Jensen, City Attorney
REVIEWED BY: Denise Lewis, Finance Director
AGENDA ITEM: **Presentation, discussion, and possible action to submit a grant application for Round 2 of the Community Development Block Grant program for 2017, including the citizen participation process.**

ACTION REQUESTED: ___ Consent ___ Ordinance ___ Resolution X Motion ___ Receive/File

RECOMMENDED ACTION BY CITY COUNCIL

Staff recommends the following action:

“I move to approve submittal of the City of Fernley grant application for the Fernley Community Center Conceptual Design and Community Outreach to the State of Nevada 2017-2018 CDBG Program Second Round of Funding.”

Key Points:

1. The Community Development Block Grant (CDBG) program received an increase in funds for 2017, along with de-obligated funds for the year. The total amount for both is a little over \$500,000. Therefore, CDBG is offering a Round 2 of funding.
2. The Community Development Block Grant (CDBG) program requires citizen input in the annual funding process. This is the second required public hearing for Round 2.
3. Round 2 grant applications are due by September 29th, grant applications will be reviewed by the CDBG Advisory Committee on November 9th, with grant agreements sent out on December 1st.
4. Staff recommends submitting an application requesting \$80,000 for the funding of the conceptual design/drawing of the future community center, with a strong focus on community outreach built into the grant application as well.

POLICY REFERENCE

Nevada Statutes: NRS

Fernley Municipal Code:

Policies & Procedure Manual: N/A

Community Assessment: The Community Assessment identified Economic Development and a Community Center/Convention Center as priorities for the community.

Other: 24 CFR 570: The Community Development Block Grant (CDBG) Program is authorized under Title 1 of the Housing and Community Development Act of 1974, as amended. The CDBG program was enacted in 1974 under the Housing and Community Development Act or HCDA. Section 101(c), 570.1, 570.2

SUPPORTING INFORMATION

The City has secured over \$360,000 in CDBG grant funds since January 1st, 2017 to complete sewer construction to the historic Depot, along with plans for a separate amenity building (ADA-compliant restrooms, small catering kitchen). Additionally, the City is moving forward with the vision of a multi-purpose community center to be built on the vacant land behind the Depot. Momentum has continued for this project and the City has formed a working group including the following key stakeholders:

- Lyon County Manager
- Lyon County Human Services
- Lyon County School District
- Western Nevada College
- Boys and Girls Club of Truckee Meadows

Furthermore, the Fernley Community Foundation has been formed, which will work directly with the City and the established working group to complete the vision of the community center. The Governor's Office of Economic Development (oversees CDBG) has expressed full support of the future Fernley community center, as they feel this project is one that aligns with their overall goal of promoting economic development in rural communities. Round 2 of CDBG funding presents a timely opportunity to continue with the momentum of the community center project.

Staff recommends submitting a grant application for the conceptual design/drawing of the community center. In addition, the grant application will include a strong focus on community outreach and visioning. The conceptual drawings for this facility are a necessary visual aid to assist in community buy-in and future planning for the project. After research, staff has determined a grant amount of \$80,000 to be sufficient to cover the following:

- Final renderings of the community center (such as 3D, photo realism, and/or hand-drawings)
- Community outreach (including, but not limited to: charrettes, online surveys, focus groups, etc.)
- Traffic study

BACKGROUND INFORMATION

The Community Development Block Grant (CDBG) Program is authorized under Title 1 of the Housing and Community Development Act of HCDA, Section 101(c), 570.1, 570.2. The primary objective of Title 1 of the Housing and Community Development Act of 1974, as amended, is the development of viable urban communities. These viable communities are achieved by providing the following, principally for persons of low and moderate income: provide decent housing; a suitable living environment; and create economic opportunity.

The primary purpose of CDBG's citizen participation requirement is to discuss possible applications for funding, and to solicit citizen input on possible activities to be included in applications.

The citizen participation component also ensures that information is provided to the public about the CDBG program, past projects that have been funded in the jurisdiction, how to apply, eligibility requirements, how and where funds can be used, and to give citizens an opportunity to make comments known regarding types of eligible activity that the City of Fernley should apply for under the CDBG program. Because this request is for Round 2 of funding, only two public hearings are required (versus three public hearings during the annual application process). A second public hearing will be held to obtain public input and Council approval on August 16, 2017.

Eligible activities under the allocation consist of: housing rehabilitation programs, public facilities and public improvement

projects, public service programs, planning studies, and economic development. Projects submitted must be eligible under the State CDBG program, and must meet one or more of the national objectives listed in CDBG federal statutes as follows:

- Benefit to low income households or persons
- Elimination of slum and blight
- Meeting urgent community development need

The City of Fernley is one of twenty-six eligible entities to apply for funds through the CDBG for the 2017-2018 program year. These monies may be used for community revitalization, housing rehabilitation, or infrastructure improvement projects within the City or that benefit qualified Fernley residents. The award process is competitive among the 26 rural jurisdictions in Nevada.

Communities who receive CDBG funds may use the funds for many kinds of community development activities including, but not limited to:

- Acquisition of property for public purposes
- Construction or reconstruction of streets, water, and sewer facilities, neighborhood centers, recreation facilities, and other public works
- Demolition
- Rehabilitation of public and private buildings
- Public services
- Planning and capacity building activities
- Assistance to nonprofit entities for community and economic development activities
- Assistance to private, for-profit entities to carry out economic development activities, including assistance to micro-enterprises.

Applications received will be scored based on a rating system, the system includes the following elements that are taken into consideration:

- Scope of Work – 25 points
- Project Needs Analysis – 25 points
- Planning and Project Context – 20 points
- Economic Development Impact – 30 points
- Project Budget and Budget Justification Narrative – 25 points
- Maturity and Project Readiness – 20 points
- Environmental Review – 20 points

In addition, the Advisory Committee will consider the following factors: phasing of larger projects; past performance on CDBG projects; project readiness; and the community's demonstrated efforts to seek other sources of funding for the project.

Previous CDBG funded projects for the City include: Depot Community Center Phase 1 (engineering/design of sewer hook up to Depot); Depot Community Center Phase 2 (construction of sewer hook up to Depot and design of separate amenity building); Downtown Corridor Revitalization Phase II; Main Street Revitalization Plan; UNR Small Business Development Center Business Counseling; Access to Health Care Network; WNDD's Small Business Revolving Loan Program; Fernley Community Assessment; and NxLevel Business Classes.

FINANCIAL INFORMATION

FISCAL IMPACT:

1. Is There A Fiscal Impact? Yes
2. Is it Currently Budgeted? No
3. If Budgeted, Which Line Item/Account?
100-413-100

FISCAL SYNOPSIS:

The fiscal impact for this process is in-kind staff time, however, no cash match is required, staff recommends applying for a grant of \$80,000.

PRIOR COUNCIL ACTION/REVIEW

Annually, since 2010, the City of Fernley has completed the CDBG citizen participation requirement in the fall of each year. Last year's public process was held on November 2, 2016; November 16, 2016; and December 7, 2016. Additionally, Council approved the Depot planning grant application for the second round of CDBG funding on September 7, 2016.

On May 17, 2017 Council directed staff to move forward with the vision of a multi-purpose community center.

On July 5, 2017 Council authorized the City Manager and Mayor to execute the necessary documents to complete the purchase of the vacant property surrounding the Depot.

On August 2, 2017 Council heard the first public participation meeting for the second round of CDBG grant funding for 2017. No members of the public spoke nor requested funding for an alternative project.

ATTACHED INFORMATION

None.