



City of Biggs

Agenda Item Staff Report for the Regular City Council Meeting: April 18, 2011 6:00PM

DATE: April 15, 2011
TO: Honorable Mayor and Members of the City Council
FROM: Pete Carr, City Administrator/Finance
SUBJECT: CDBG PTA Grant Applications (Discussion/Action)

City Administrator requests prioritization of potential grant-funded projects, and authorization to proceed with application process.

Background

The City has historically been successful in being awarded most CDBG (Community Development Block Grant) PTA (Planning & Technical Assistance) grants for which it has made request. The Library ADA Plan, General Plan Housing Element, and the Downtown Visual Master Plan are recent examples. The grants are for planning and technical assistance purposes, not asphalt.

The annual opportunity presents itself when a NOFA (Notice of Funding Availability) surfaces. PTA grants are extremely competitive and over-subscribed, and are awarded partly based on first-come-first-serve. Hence, the opening date for application acceptance should be viewed as the closing date if you intend to apply at all.

CDBG issued a NOFA for PTA grants in late March, and applications are due May 25. Each application requires skilled and time-consuming effort costing the city typically \$2000-\$4000 each. Grants are normally \$35,000 each and include a 10% city match obligation which can often be met through in-kind contribution such as documented staff time assisting the consultant on the project.

If council acts without delay a consultant can be identified to prepare and submit applications on the city's behalf. Preliminary discussions with consultants are underway. It is imperative that council be definitive about which projects to make application, if any, at this time.

We can apply for up to \$140k in grants, \$35k or \$70k each, a total of up to three grants, with no more than two in either of the two categories. Staff recommends the following as consistent with the established city priority list for 2011, in alignment with CDBG PTA guidelines, and likely to earn favorable grant funding consideration:

- A. Alternative Energy Park Plan – Includes land use considerations and options, electrical connectivity, best available technology (biomass/solar), wastewater effluent integration, perhaps even RFP for developers. \$35k.
- B. Master Plan Updates and Groundwater Mitigation Plan – Includes updating of city’s water, sewer, storm drain and pavement master plans, and feasibility analysis of options to treat the water from the C St well which has tested as too high in manganese and other constituents to be potable. \$35k.
- C. Now Introducing: Biggs – Includes plans, scripts and organizational coordination for production of video segments introducing potential investors and tourists to current and developing opportunities in Biggs, such as buildings available, local businesses, community events, etc. Could be produced in partnership with local colleges, then broadcast repeatedly at no charge on cable Channel 11, as well as other possible venues. \$35k.
- D. Other mutually exclusive options could include:
 - o Construction standards
 - o Design standards
 - o Additional WWTP analysis
 - o Citywide GIS.
 - o Recreation programs feasibility analysis and plan
 - o Plan for roll-out of community Wi-Fi

Note that many of these project ideas may be constrained in CDBG eligibility due to city TIG (household income) requirements.

Attachments: none

Recommendation:

Select and approve up to three projects as PTA grant objectives, authorize city administrator to select a vendor to prepare and submit grants on behalf of city for this funding cycle at a cost of no more than \$2800 each.

Fiscal Impact of Recommendation:

Up to \$8400 from the general fund for the applications, plus minor staff time, this fiscal year.

Up to \$10,500 in direct or in-kind city match, next fiscal year.