

**CITY OF TAMARAC**  
**INTEROFFICE MEMORANDUM (20 05 004M)**  
**COMMUNITY DEVELOPMENT**

**TO:** Michael C. Cernech,  
City Manager

**FROM:** Maxine A. Calloway,  
Community Development Director

**DATE:** May 15, 2020

**RE: Amendment to Citizen Participation Plan and FY 19/20 CDBG Annual Action Plan to Add New Activities and Allocate Funds; Temp. Reso. No. 13430**

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**Recommendation:** The Director of Community Development recommends that the City Commission review and approve the First Amendment to the Citizen Participation Plan and the Fiscal Year (FY) 2019/2020 Annual Action Plan to add new activities under Public Services and to allocate Coronavirus Aid, Relief, and Economic Security (CARES) Act funds associated with the cost of implementing the new activities.

**Issue:** In accordance with 24 CFR Part 91, an amendment to the City of Tamarac's Citizen Participation Plan and the Annual Action Plan is required if the City substantially amends the funding or activities. The addition of new Public Service activities-Housing Assistance Payment and Economic Development, the allocation of CARES Act funds, and the reallocation of a certain portion of FY19-20 Minor Home Repair Program to the Housing Assistance Payment Program and the expansion of existing public services are being proposed.

**Background:** On June 24, 2015 the Mayor and Commission approved Resolution No. R-2015-54 approving the new Five-Year Consolidated Plan covering the periods FY 2015/16-2019/20. The Consolidated Plan and FY2015/16 Annual Action Plan were approved simultaneously. The Consolidated Plan sets the foundation for funding of activities for each Annual Action Plan within the five-year period.

On July 10, 2019 the City adopted Resolution No. 2019-70 approving FY2019/2020 Annual Action Plan which detail projects, activities, and programs to be funded by that year's funding allocation.

On March 27, 2020, the Federal Government approved the CARES Act, which provided an additional \$245,450 of Community Development Block Grant funds to be used for eligible activities, administered by the U.S. Department of Housing and Urban Development. To access the CARES Act fund in the most expeditious manner, the current year Action Plan, FY 2019/2020, must be amended to include those funds and the activities to which the funds will be allocated. In addition, a certain portion of FY19-20 Minor Home Repair Program will be reallocated to the Housing Assistance Payment Program and the expansion of existing public services. The new and expanded activities are as follows:

**Expanded Public Service (Senior Feeding Program)**  
\$60,000

This activity will include funding a local organization to provide home delivered meals to identified seniors in the City of Tamarac. Approximately 50 seniors from the waiting list will be served. These activities will benefit low and moderate-income persons as qualified under 570.208(a)(2), limited clientele. Initial funding was \$16,000.

**Expanded Public Service (Preventive Services/Intervention Services for Youths) \$20,000**

This activity will include funding for organization that currently provide services to youths living in the City of Tamarac, who are deemed homeless, or currently receiving free and reduced lunches in the Broward County School system, or funding for local organizations that are currently providing services to youths living in the City of Tamarac, who are deemed abused, neglected, and abandoned with an open active dependency case in Broward County. A minimum of 75 children will be served through both initiatives. These activities will benefit low income persons as qualified under 570.208(a)(2), limited clientele. Initial funding was \$14,000.

**New Public Service (Housing Assistance Payment Program) \$150,000**

In response to COVID-19, the City of Tamarac developed a Housing Assistance Payment Program. The program is design to assist households that earn 80% or below the area median income prior to income reduction or loss as a result of COVID-19. Funds are awarded as a grant and must be used to pay mortgage, rent, and/or utilities. This program can pay no more than three (3) consecutive payments and a maximum award of \$5,000. Payments are made directly to the mortgagor, landlord and utility company. This activity will benefit low income persons as qualified under 24 CFR Part 570.

**New Public Service (Special Economic Development Program) \$100,000**

The current economic crisis caused by COVID-19 is unprecedented and small businesses have been severely impacted. In response to COVID-19, the City of Tamarac has developed a special economic development assistance program which may provide a safe harbor for small businesses and their employees. Assistance will be provided in the form of a grant to support business operations. The funds may be used to pay for business expenses which includes rent, labor and essential supplies. This activity will benefit low income persons as qualified under 24 CFR Part 570.203.

This amendment to the City's Citizen Participation Plan and FY2019/2020 Annual Action Plan is in the best interest of the citizens and residents of the City of Tamarac and is in accordance with 24 CFR Part 91 and consistent with City of Tamarac's Citizen Participation Plan.

Additionally, this amendment will reallocate current year CDBG funds of One Hundred and Three Thousand Six Hundred and Forty (\$103,640) Dollars, from Minor Home Repair Program to create a greater impact on the new Public Service activities as well as the existing.

A 5-day public notice was published May 21, 2020 seeking public comment and notifying residents of the virtual public hearing to take place during the May 27, 2020 Virtual City Commission meeting. No public comments were received to date.

**Fiscal Impact:** There are no financial impacts on the City's General Fund, as the new strategies as well as the existing programs are funded by CDBG funds. However, the CDBG Budget is expected to increase with the addition of the \$245,450 CARES Act funds and the increased expenditure, thereby, necessitating a budget amendment for FY2020. The FY2020 budget amendment will simultaneously approve the additional revenue that was not previously included in the FY2020 Budget.



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Maxine A. Calloway,  
Director of Community Development

MC/cc

**Attachments:**

Temporary Resolution #13430

Exhibit A – Citizen Participation Plan

Exhibit B – FY 2019-2020 Annual Action Plan