

EL DORADO COUNTY BOARD OF SUPERVISORS AGENDA ITEM TRANSMITTAL

Meeting of
January 23, 2007

AGENDA TITLE: 2006-07 Community Development Block Grant Planning and Technical Assistance Economic Development Application

DEPARTMENT: Human Services (CS)

DEPT SIGNOFF:

CAO USE ONLY:

CONTACT: John Litwinovich

DATE: 1/23/2007

PHONE: 6163

John Litwinovich

1/4
D Laura Schwartz

DEPARTMENT SUMMARY AND REQUESTED BOARD ACTION:

Human Services, Community Services Division, recommends the Board conduct a public hearing, review and approve a Community Development Block Grant Planning and Technical Assistance Economic Development Application for up to \$35,000 to complete a feasibility study for a potential Farmer's Market in the Cameron Park/Shingle Springs area. Human Services requests the Board adopt a resolution authorizing submission of said application to the California Department of Housing and Community Development, including a commitment of \$2,100 from the Department's current General Fund allocation for Housing Element Implementation to meet the required cash match, authorizing the Chair of the Board of Supervisors to act on behalf of the County in signing the Statement of Assurances and further authorizing Department Director John Litwinovich to act on behalf of the County in all matters pertaining to this grant application and to execute and administer the standard agreement, contingent upon approval by County Counsel and Risk Management, and any amendments that do not affect the dollar amount or the term and other grant related documents if the application is funded.

CAO RECOMMENDATIONS: *Recommend approval. Laura J. K.*

Financial impact? () Yes (X) No

Funding Source: () Gen Fund () Other
Other:

BUDGET SUMMARY:

Total Est. Cost	\$0.00
Funding	
Budgeted	\$0.00
New Funding	
Savings*	
Other	
Total Funding	\$0
Change in Net County Cost	\$0.00

CAO Office Use Only:

4/5's Vote Required	() Yes (X) No
Change in Policy	() Yes (X) No
New Personnel	() Yes (X) No

CONCURRENCES:

Risk Management	_____
County Counsel	_____
Other	_____

***Explain**

BOARD ACTIONS:

Vote: Unanimous _____ Or

Ayes:

Noes:

Abstentions:

Absent:

I hereby certify that this is a true and correct copy of an action taken and entered into the minutes of the Board of Supervisors

Date: _____

Attest: Cindy Keck, Board of Supervisors Clerk

By: _____



EL DORADO COUNTY
DEPARTMENT OF HUMAN SERVICES
John Litwinovich
Director

January 2, 2007

El Dorado County Board of Supervisors
330 Fair Lane
Placerville, California 95667

Members of the Board:

Title: 2006-07 Community Development Block Grant Planning and Technical Assistance Economic Development Application

Recommendations:

Human Services, Community Services Division, recommends the Board conduct a public hearing, review and approve a Community Development Block Grant Planning and Technical Assistance Economic Development Application for up to a \$35,000 grant to complete a feasibility study for a potential Farmer's Market in the Cameron Park/Shingle Springs area. Human Services requests the Board adopt a resolution authorizing submission of said application to the California Department of Housing and Community Development, including a commitment of \$2,100 from the Department's current General Fund allocation for Housing Element Implementation to meet the required cash match, authorizing the Chair of the Board of Supervisors to act on behalf of the County in signing the Statement of Assurances and further authorizing Department Director John Litwinovich to act on behalf of the County in all matters pertaining to this grant application and to execute and administer the standard agreement, contingent upon approval by County Counsel and Risk Management, and any amendments that do not affect the dollar amount or the term and other grant related documents if the application is funded.

Reasons for Recommendations:

The Shingle Springs-Cameron Park (SSCP) Chamber of Commerce conducted an online survey from residents and businesses in their jurisdiction in July 2006. The survey questions covered many issues, including desired Community Events. A Farmer's Market was among the top 3 events that residents want to see in the Shingle Springs-Cameron Park area. Based on the results of this survey demonstrating the unmet community need for a Farmer's Market, El Dorado County is applying for an Economic Development Planning and Technical Assistance Grant to assist the Chamber in obtaining a Consultant to develop and complete a study of the feasibility of instituting a Certified Farmer's Market in the area. A copy of the application is on file with the Board Clerk.

Fiscal Impact: Total Cost (or Savings):

It is proposed to utilize \$2,100 of the Department's County General Fund dollars currently budgeted for Housing Element Implementation administration to meet the cash match requirement if the application is funded.

Net County Cost:

The required \$2,100 cash match will be met with funds budgeted for 2006/07. There is no change in Net County Cost.

Action to be Taken Following Approval:

Board Clerk to provide Human Services, Community Services Division, with four (4) certified resolutions and four (4) Statement of Assurances documents signed by the Chairman.

Sincerely,

A handwritten signature in cursive script, appearing to read "John Litwinovich".

John Litwinovich
Director of Human Services



RESOLUTION NO.

OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

RESOLUTION APPROVING AN APPLICATION FOR FUNDING AND THE EXECUTION OF A GRANT AGREEMENT AND ANY AMENDMENTS THERETO FROM THE PLANNING AND TECHNICAL ASSISTANCE ALLOCATION OF THE STATE CDBG/EDBG PROGRAM

BE IT RESOLVED by the El Dorado County Board of Supervisors as Follows:

Section 1. The Board of Supervisors has reviewed and hereby approves an application for up to:

\$35,000 to complete a feasibility study for a potential Farmer's Market in Cameron Park/Shingle Springs area.

Section 2. The Board of Supervisors has determined that federal Citizen Participation requirements were met during the development of this application

Section 3. The Board of Supervisors hereby approves the use of General Funds in the amount of \$2,100 to be used as the County's Cash Match for this application.

Section 4. The Chairman of the Board of Supervisors is hereby authorized to act on behalf of the County in signing the Statement of Assurances, and the Director of Human Services is hereby authorized and directed to act on the County's behalf in all other matters pertaining to this application.

Section 5. If the application is funded, the Director of Human Services is authorized to execute and administer the standard agreement with the State of California and any subsequent amendments that do not affect the dollar amount or the term, contingent upon approval by County Counsel and Risk Management, and other grant related documents for the purposes of this grant.

PASSED AND ADOPTED by the Board of Supervisors of the County of El Dorado at a regular meeting of said Board, held the 23rd day of January, 2007, by the following vote of said Board:

Attest:
Cindy Keck
Clerk of the Board of Supervisors

Ayes:

Noes:
Absent:

By: _____
Deputy Clerk

Chairman, Board of Supervisors

I CERTIFY THAT:
THE FOREGOING INSTRUMENT IS A CORRECT COPY OF THE ORIGINAL ON FILE IN THIS OFFICE.

DATE: _____

Attest: CINDY KECK, Clerk of the Board of Supervisors of the County of El Dorado, State of California.

By: _____

STATEMENT OF ASSURANCES (Revised January 15, 2004)

The City/County of El Dorado hereby assures and certifies that:

1. It possesses legal authority to apply for the grant and to execute the proposed program.
2. Its governing body has duly adopted or passed as an official act or resolution, motion, or similar action authorizing the filing of the application, including all understandings and assurances contained therein, and directing and authorizing the applicant's chief executive officer or other designee to act in connection with the application and to provide such additional information as may be required.
3. It has or will comply with all citizen participation requirements, which include, at a minimum, the following components:
 - a. Provides for and encourages citizen participation, with particular emphasis on participation by persons of low and moderate income who are residents of slum and blight areas and of areas in which CDBG funds are proposed to be used, and provides for participation of residents in low and moderate income neighborhoods as defined by the local jurisdiction;
 - b. Provides citizens with reasonable and timely access to local meetings, information, and records relating to the grantee's proposed use of funds, as required by CDBG regulations, and relating to the actual use of funds under this title;
 - c. Provides for technical assistance to groups representative of persons of low and moderate income that request such assistance in developing proposals with the level and type of assistance to be determined by the grantee;
 - d. Provides for public hearings to obtain citizen views and to respond to proposals and questions at all stages of the community development program. These include at least the development of needs, the review of proposed activities, and review of program performance, which hearings shall be held after adequate notice, at times and locations convenient to potential or actual beneficiaries, and with accommodation for the handicapped. This shall include one public meeting during the program design, annual performance report preparation, and formal amendments. A public hearing shall be conducted prior to application submittal;
 - e. Solicits and provides for a timely written answer to written complaints and grievances, within 15 working days where practicable; and

- f. Identifies how the needs of non-English speaking residents will be met in the case of public hearings where a significant number of non-English speaking residents can reasonably be expected to participate.
- 4. The CDBG Program has been developed so as to primarily benefit targeted income persons and households, and each activity in the program meets one of the three national objectives: benefit to low and moderate income persons, elimination of slums and blight, or meets an urgent community need certified by the grantee as such.
- 5. Consents to assume the responsibilities for environmental review and decision-making in order to ensure compliance with NEPA by following the procedures for recipients of block grant funds as set forth in 24 CFR, Part 58, entitled "Environmental Review Procedures for Title I Community Development Block Grant Programs." Also included in this requirement is compliance with Executive Order 11988 relating to the evaluation of flood hazards, and Section 102(a) of the Flood Disaster Protection Act of 1973 (Public Law 93-234) regarding purchase of flood insurance, and the National Historic Preservation Act of 1966 (16 USC 470) and implementing regulations (36 CFR 800.8).
- 6. Consents to assume the role of either Lead Agency as defined by Section 21067 of the California Public Resources Code, or if another agency is or will be designated Lead Agency, it consents to assume the role of Responsible Agency as defined by Section 21069 of the California Public Resources Code, in order to ensure compliance with CEQA.
- 7. Has resolved any audit findings or performance problems for prior CDBG grants awarded by the State.
- 8. Certifies that there is no plan, ordinance, or other measure in effect which directly limits, by number, the building permits that may be issued for residential construction or the buildable lots which may be developed for residential purposes; or if such a plan, ordinance, or measure is in effect, it will either be rescinded before receiving funds, or it need not be rescinded because:
 - a. Imposes a moratorium on residential construction, to protect the health and safety, for a specified period of time which will end when the public health and safety is no longer jeopardized; or
 - b. Creates agricultural preserves under Chapter 7 (commencing with Section 51200) of Part 2 of Division 1 of Title 5 of the Government Code; or
 - c. Was adopted pursuant to a specific requirement of a State or multi-State board, agency, department, or commission; or
 - d. The applicant has an adopted housing element which the Department has found to be in compliance, unless a final order has been used by a court in which the court determined that it is not in compliance with Article 10.6 of Chapter 3 of Division 1 of Title 7 of the Government Code; or

- e. The use of the funds applied for in this application is restricted for housing for the targeted income group.
- 9. Will comply with the regulations, policies, guidelines, and requirements of OMB Circular Numbers A-87, A-133, A-122, and 24 CFR Part 85, where appropriate, and the State CDBG regulations.
- 10. Shall comply with the following regarding nondiscrimination:
 - a. Title VI of the Civil Rights Act of 1964 (Public Law 88-352).
 - b. Title VIII of the Civil Rights Act of 1968 (Public Law 90-284) as amended; and will administer all programs and activities related to housing and community development in a manner affirmatively furthering fair housing.
 - c. Section 109 of the Housing and Community Development Act of 1974, as amended.
 - d. Section 3 of the Housing and Urban Development Act of 1968, as amended.
 - e. Executive Order 11246, as amended by Executive Orders 11375 and 12086.
 - f. Executive Order 11063, as amended by Executive Order 12259.
 - g. Section 504 of the Rehabilitation Act of 1973 (Public Law 93-112), as amended, and implementing regulations.
 - h. The Age Discrimination Act of 1975 (Public Law 94-135).
 - i. The prospective contractor's signature affixed hereon and dated shall constitute a certification under the penalty of perjury under the laws of the State of California that the bidder has, unless exempted, complied with the nondiscrimination program requirements of Government Code Section 12990 and Title 2, California Code of Regulations, Section 8103.
- 11. Will comply with the Federal Relocation Act (42 U.S.C. 4601 et seq.) and certifies that will follow the state's residential anti-displacement and relocation plan located in Appendix L of the State's 2005-2010 Consolidated Plan. The Plan can be found at: <http://www.hcd.ca.gov/hpd/hrc/rep/fed/conplan05-10final.pdf>.
- 12. Will comply with the following regarding labor standards:
 - a. Section 110 of the Housing and Community Development Act of 1974, as amended.

- b. Section 1720 et seq. of the California Labor Code regarding public works labor standards.
 - c. Davis-Bacon Act as amended (46 U.S.C. 276a) regarding prevailing wage rates.
 - d. Contract Work Hours and Safety Standards Act (40 USC 327-333) regarding overtime compensation.
 - e. Anti-Kickback Act of 1934 (18 USC 874) prohibiting "kickbacks" of wages in federally assisted construction activities.
- 13. Will comply with the Architectural Barriers Act of 1968 (42 USC 4151) and implementing regulations (24 CFR Part 40-41).
 - 14. It will enforce standards of conduct that govern the performance of its officers, employees, and agents engaged in the administration of contracts funded in whole or in part by the CDBG Program (Section 7120(d) of the State regulations).
 - 15. Will comply with the Hatch Act (5 USC 1501 et seq.) regarding political activity of employees.
 - 16. Will comply with the Lead-Based Paint Regulations (24 CFR Part 35) which prohibits the use of lead-based paint on projects funded by the program.
 - 17. Will not award contracts to, or otherwise engage the services of any contractor while that contractor (or its principals) is presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation from the covered transaction, in any proposal submitted in connection with the CDBG program under the provisions of 24 CFR part 24.
 - 18. Will give HUD, the Comptroller General, the State Department of Housing and Community Development, or any of their authorized representatives access to and the right to examine all records, books, papers, or documents related to the grant.
 - 19. Will not attempt to recover any capital costs of public improvements assisted in whole or in part with CDBG funds by assessing properties owned and occupied by targeted income persons unless:
 - a. CDBG funds are used to pay the proportion of such assessment that relates to non-CDBG funding or
 - b. for the purposes of assessing properties owned and occupied by targeted income persons who are not of the lowest targeted income group, it does not have sufficient CDBG funds to comply with the provisions of a. above.
 - 20. Will adopt and enforce policies

- a. prohibiting the use of excessive force by its law enforcement agencies against individuals engaged in non-violent civil rights demonstrations and
- b. enforcing applicable State and local law against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstration within its jurisdiction.

The certification is made under penalty of perjury under the laws of the State of California.

CERTIFYING OFFICIAL: _____
Chairman, El Dorado County Board of Supervisors

Signature Date

California Department of Housing and Community Development

Application Summary
State Community Development Block Grant
Planning and Technical Assistance Allocations



1.a Application Information

Check if this is an **ED Allocation Application** ☒ **Or**

a **General Allocation Application** _____

Applicant

Name: El Dorado County

Address: 3057 Briw Road, Suite A

City: Placerville State: CA Zip Code 95667

County: El Dorado

_____ Check here if this is a Joint Application and complete a summary page for each applicant.

1.b Authorized Representative Information (per the Resolution)

First Name: John Last Name: Litwinovich

Job Title: Director of Human Services

☒ Check if the address information is the same as above in 1.a, if not fill in information below.

Address: _____

City: _____ State: _____ Zip Code _____

Phone: 530-642-7275 Ext: 7276 Fax: 530-626-9060

Email: Litwinovich@co.el-dorado.ca.us

1.c Applicant Contact Information

_____ Check if the contact information is the same above in 1.b, if not fill in information below.

First Name: Joyce Last Name: Aldrich

Name of Agency: Human Services Department Job Title: Program Manager

Address: 3057 Briw Road, Suite A

City: Placerville

State: California Zip Code 95667

Phone: 530-642-7276 Ext: _____ Fax: 530-626-9060

Email: jaldrich@co.el-dorado.ca.us

2006-2007 PTA
Application Summary Form

2. Requested Funding by Activity

Activity Name - Insert only one activity per line. See sample list provided in Attachment 4.	Non specific Planning Activities	Project Specific Planning Activities
Feasibility study of potential Farmer's Market in Cameron Park/Shingle Springs area	\$33,250.00	\$
Potential development of Farmer's Market in area studied	\$	\$33,250.00
	\$	\$
	\$	\$
	\$	\$
	\$	\$
General Administration (not to exceed 5% of funds requested)	\$1,750.00	\$
Total Amount Requested	\$35000.00	\$.00
Grand Total (Max. \$70,000)	\$ 35,000.00	

3. List of Cash Match Sources

Required Cash Match	Name of Source: City or County, CDBG Program Income, or Other (non state or federal funds)	Approved Cash Match
ED Cash Match	El Dorado County, EDBG Program Income	\$ 2,100.00 *
		\$ *
		\$
Total		\$2,100.00

* Enter only the total amount required to be committed.

4. Legislative Representative Information

	District #	First Name	Last Name
Assembly	4	Tim	Leslie
Senate	1	Dave	Cox
Congress	4	John	Doolittle

	District #	First Name	Last Name
Assembly			
Senate			
Congress			

	District #	First Name	Last Name
Assembly			
Senate			
Congress			

5. Target Populations

- | | |
|---|--|
| 1. <input type="checkbox"/> Physically Disabled | 9. <input type="checkbox"/> Seniors |
| 2. <input type="checkbox"/> Persons with AIDS | 10. <input type="checkbox"/> Mentally Ill |
| 3. <input type="checkbox"/> Youths | 11. <input type="checkbox"/> Veterans |
| 4. <input type="checkbox"/> Single Adults | 13. <input type="checkbox"/> Victims of Domestic Violence |
| 5. <input type="checkbox"/> Single Men | 12. <input type="checkbox"/> Substance Abusers |
| 6. <input type="checkbox"/> Single Women | 14. <input type="checkbox"/> Dually-Diagnosed |
| 7. <input type="checkbox"/> Families | 15. <input type="checkbox"/> Homeless |
| 8. <input type="checkbox"/> Farmworker | 16. <input checked="" type="checkbox"/> Other <u>All eligible groups</u> |

6. Previous Awards

Has the jurisdiction previously submitted an application and been awarded PTA funds in this current fiscal year (2006-2007)? ☒ No; ☐ Yes. If yes, continue describing:

☐ ED \$_____. Briefly describe activities:_____

☐ General \$_____. Briefly describe activities:_____

7. Consultant/Other Public Agency Contact Information

☐ Mr. ☐ Mrs. ☐ Ms. ☐ Other _____

First Name: _____ MI: _____ Last Name: _____

Agency: _____ Job Title: _____

Address: _____

City: _____

State: _____ Zip Code: _____

Phone: _____ Ext: _____ Fax: _____

E-mail: _____

8. Official (s) Authorized to Submit Application

Name John Litwinovich
(Type or Print)

Title Director of Human Services

Signature _____ Date _____

SECOND SIGNATURE REQUIRED FOR JOINT APPLICATIONS ONLY

Name _____
(Type or Print)

Title _____

Signature _____ Date _____

9. Hold Out Status of Applicant

Has the applicant received a "Hold Out" letter from the Department?

_____ Yes X No

Has the applicant cleared the hold out status and received a waiver letter from the Department?

_____ Yes _____ No

10. Growth Control Compliance

Has the applicant's jurisdiction enacted limitations on residential construction, in which limitations are not establishing agricultural preserves, not imposed by another agency, or not based on a health and safety need?

_____ Yes. If yes, see note below X No

Note: If the applicant has a General Plan, ordinance, or other measure which directly limits by number either the building permits which may be issued for residential construction, or buildable lots which may be developed for residential purposes, and the measure does not meet any of the exceptions found in the Program Regulations, Section 7056(b) (2) (B), check "Yes" and attach a copy of the measure in this section of the application.

11. Housing Element Compliance

Statutory Authority: State of California Health and Safety Code Section 50829.

Contents of the Housing Element are not reviewed by CDBG. Except as otherwise provided in Section 50830 of the Health and Safety Code, no local application for funds shall be denied because of the content of the city or county's housing element or because of the Department's findings with respect to the city's or county's housing element but the proper adoption process must be followed, call Paul McDougall at 916- 322-7995 to verify compliance.

As a condition of receiving an award, each jurisdiction's adopted Housing Element must be in CDBG compliance. **The Department will not award funds to any applicant who is not in compliance and applicants should have a housing element in CDBG compliance at application submittal.**

Is the applicant's Housing Element in CDBG Compliance?

 X Yes _____ No

12. Program Income Committed to Non Specific Planning Activities

1. Enter the amount of Program Income that has been committed to activities in this application:

Activities/projects proposed in this application to which Program Income Funds will be added. Identify activities:		Dollar Amount Committed (per Resolution) Attach Resolution
Not applicable		

3. Total Dollar Amount of Program Income funds **Committed** to activities in this application.

\$ 0

Note: Non Specific planning activities have the following rules when using PI.

- 1) PI funds used for non specific planning activities are considered general administration funds. As such PI activity implementation funds must be spent prior to being able to use PI for general administration (PI for GA is limited to 18% of activity funds expended) during a fiscal year. So make sure PI has been or will be spent on activities so that the 18 % in GA can be available for committing to the non specific planning activities.
- 2) All Program Income that is being committed to activities in this application must be identified in the governing body resolution. In addition, the applicant must ensure that proper citizen participation guidelines were followed.
- 3) All program income **must be spent first** prior to drawing down any State grant funds.
- 4) PI funds committed to open grant activities must be reported on **ALL** Funds Request forms for the grant and on PI quarterly and annual reports.

Note: Project specific planning activities **should not** have PI funds committed to them until such time as all State grant funds are expended. At that time the State can approve the use of PI for completing the project specific planning activities or for actual implementation activities on the project.

13. NEPA Environmental Compliance Documents

Finding of Exemption Form

A. Finding of Exemption

It is the finding of the County of El Dorado that the activities proposed in this application for State Community Development Block Grant funds are exempt from environmental review requirements under NEPA because they are defined as exempt activities in 24 CFR Part 58.34. The activity(s) judged exempt consist(s) of:

(Brief description of activities):

NEPA Citation

General Administration Activities

58.34 (a) (3)

1.

2.

3.

John Litwinovich

Printed Name of Authorized Official

Signature

Director of Human Services

Title

Date

FORM 58.6

ACTIVITY DESCRIPTION FOR EACH PROPOSED EXEMPT ACTIVITY:

- 1) General Administration Activities
- 2)
- 3)

Level of Environmental Review Determination: Exempt per 24 CFR. 58.6

(Exempt per 24 CFR 58.34, Categorically excluded not subject to statutes per § 58.35(b), Categorically excluded subject to statutes per § 58.35(a), Environmental Assessment per § 58.36, or EIS per 40 CFR 1500)

STATUTES and REGULATIONS listed at 24 CFR 58.6

FLOOD DISASTER PROTECTION ACT

1. Does the project involve acquisition, construction or rehabilitation of structures located in a FEMA-identified Special Flood Hazard?

(☒) No; Cite Source Document: Planning Study will not impact 100 year floodzone.
This factor is completed

(☐) Yes; Source Document:

2. Is the community participating in the National Insurance Program (or has less than one year passed since FEMA notification of Special Flood Hazards)?

(☐) Yes (Flood Insurance under the National Flood Insurance Program must be obtained and maintained for the economic life of the project, in the amount of the total project cost. A copy of the flood insurance policy declaration must be kept on file).

(☒) No (**Federal assistance may not be used in the Special Flood Hazards Area**).

COASTAL BARRIERS RESOURCES ACT

1. Is the project located in a coastal barrier resource area?

(☒) No; Cite Source Documentation:

There are no coastal zone barrier resource areas in California

(This element is completed).

(☐) Yes - **Federal assistance may not be used in such an area.**

AIRPORT RUNWAY CLEAR ZONES AND CLEAR ZONES DISCLOSURES

1. Does the project involve the sale or acquisition of existing property within a Civil Airport's Runway Clear Zone or a Military Installation's Clear Zone?

(☒) No, **Because the Activity does not involve sale or acquisition of property. Project complies with 24 CFR 51.303(a)(3).**

(☐) Yes; **Disclosure statement must be provided to buyer and a copy of the signed disclosure must be maintained in this Environmental Review Record.**

Joyce Aldrich, Program Manager

Preparer Signature / Name /Date

John Litwinovich, Director

Responsible Entity Official Signature / Name / Date

SECTION E: NON SPECIFIC PLANNING ACTIVITY DESCRIPTION FORM

NOTE: PLEASE COMPLETE AND ATTACH ONE SET OF THESE FORMS FOR EACH PROPOSED NON SPECIFIC PLANNING ACTIVITY.

1. Activity title: Feasibility Study for potential Farmer's Market
2. Amount requested for this activity: \$ 35,000.00
3. **National Objective:** For **General Allocation** PTA activities, please describe how the national objective of at least fifty one percent (51%) benefit Target Income Group (TIG) persons will be met by this activity. See **Attachment 5** for how to document TIG benefit.
 - ☐ Limited Clientele, must list specific group(s) (General Allocation Only):
 - ☐ Income restricted, describe how final activity resulting from the study will be restricted:
 - ☐ Income survey or HUD Low/ Mod. Census data, Must attach full copy of proper documentation:
4. **National Objective:** For **ED** PTA activities, please state which national objective this activity addresses and how the activity will meet that objective. Review the NOFA and **Attachment 5** before completing this section.
 - X Income restricted, describe how final activity resulting from the study will be restricted:
The feasibility study would principally benefit TIG persons through the promotion of micro-entrepreneurs (5 or fewer employees with the owner being a micro-entrepreneur)
 - ☐ Slums and Blight, (Economic Development Only), must provide full copy of proper documentation:

5. **Activity Description:** Provide a complete narrative explaining the full process for completing the study with each of the key steps as shown in the tasks and milestones chart. Check the instructions to make sure you have provided all the required information.

See attachment

6. **Final Product Description:** Describe all final products which will be produced from this planning activity. In some cases a non specific planning activity may result in application preparation, as in the instance of developing an affordable housing program using HOME funds. NOTE: All final products must contain an acknowledgment of CDBG funding on the front cover.

See attachment

ED only

7. The CDBG State Regs. 7062.1(d)(3)(C) require that if a jurisdiction is using the PTA funds for direct assistance to a for-profit business, then the application must include a letter from the benefiting business which (i) explains why the benefiting business is unable to provide funding for the activity; and (ii) conditionally commits the business to proceeding with the activities which are the subject of the grant.

Applicant: EL DORADO COUNTY

Non Specific Planning Activity Budget

Activity	City/County Staff Hours					Consultant Hours					
	Task Cost					Task Cost					Total Cost
Activities/Tasks/ Milestones	Number of Hrs	Hrly Rate	CDBG Portion	Cash Match	Other Source	Number of Hrs	Hrly Rate	CDBG Portion	Cash Match	Other Source	
Activ. 1. Name: <u>Feasibility Study</u>											
Task 1 – Scope of work – develop RFP	15	\$65	\$	\$975	\$		\$	\$	\$	\$	\$975
Task 2 – Hire consultant – determine duties/responsibilities/contract	20	\$65	\$175	\$1125	\$	10	\$150	\$1,500	\$	\$	\$2800
Task 3 – Identify physical conditions	5	\$65	\$325	\$	\$	75	\$150	\$11,250	\$	\$	\$11575
Task 4 – Identify Economic Conditions	6	\$65	\$390	\$	\$	75	\$150	\$11,250	\$	\$	\$11640
Task 5 – Develop Report – make recommendations		\$	\$	\$	\$	50	\$150	\$7,500	\$	\$	\$7500
Task 6 – Document next steps – presentation at public meeting	10	\$65	\$650	\$	\$	10	\$150	\$1,500	\$	\$	\$2150
Task 7 – Final report to State	4	\$65	\$210	\$	\$50	2	\$125	\$250	\$	\$	\$510
Activ. 2. Name:											
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
Totals:		\$	\$1750	\$2100	\$50		\$	\$33,250	\$	\$	\$37,150

*Attach additional sheets if undertaking more than two activities.

Applicant: EL DORADO COUNTY

Non Specific Planning Activity Task/Milestone Chart

Year:	2006 (OTC Set-Aside Only)				2007				2008			
Activity Name:	Qtr	Qtr	Qtr	Qtr	Qtr	Qtr	Qtr	Qtr	Qtr	Qtr	Qtr	Qtr
Tasks/Milestones	1	2	3	4	1	2	3	4	1	2	3	4
Activity 1. Name: <u>Feasibility Study</u>												
Task 1 – Scope of work – develop RFP						♦						
Task 2 – Hire consultant, duties, contract							♦					
Task 3 – Identify physical conditions								♦	♦			
Task 4 – Identify economic conditions										♦	♦	
Task 5 – Develop report – make recommendations											♦	
Task 6 – Document next steps – public meeting											♦	♦
Task 7 – Final report to State												♦
Activity 2. Name:												

***Attach additional sheets if undertaking more than two activities.**

Applicant: EL DORADO COUNTY

***Grants cannot exceed 24 Months.**

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SECTION F: PROJECT SPECIFIC PLANNING ACTIVITY DESCRIPTION FORM

NOTE: PLEASE COMPLETE AND ATTACH ONE SET OF THESE FORMS
FOR EACH PROPOSED PROJECT SPECIFIC PLANNING ACTIVITY.

1. Activity title:
2. Amount requested for this activity: \$_____
3. **National Objective:** For **General Allocation** PTA activities, please describe how the national objective of at least fifty one percent (51%) benefit Target Income Group (TIG) persons will be met by this activity. See **Attachment 5** for how to document TIG benefit.
 - ☐ Limited Clientele, must list specific group(s) (General Allocation Only):
 - ☐ Income restricted, describe how final activity resulting from the study will be restricted:
 - ☐ Income survey or HUD Low/ Mod. Census data,
Must attach full copy of proper documentation:
4. **National Objective:** For **ED** PTA activities, please state which national objective this activity addresses and how the activity will meet that objective. Review the NOFA and **Attachment 5** before completing this section.
 - ☐ Income restricted, describe how final activity resulting from the study will be restricted:
 - ☐ Slums and Blight, (Economic Development Only), must provide full copy of proper documentation:
5. **Activity Description:** Provide a complete narrative explaining the full process for completing the study with each of the key steps as shown in the tasks and milestones chart. Check the instructions to make sure you have provided all the required information.

4. **Final Product Description:** Describe all final products which will be produced from this planning activity. In some cases a non specific planning activity may result in application preparation, as in the instance of developing an affordable housing program using HOME funds. NOTE: All final products must contain an acknowledgment of CDBG funding on the front cover.

Economic Development Applicants Only:

5. **Letter from Benefiting For Profit Business:** The CDBG State Regs. 7062.1(d)(3)(C) require that if a jurisdiction is using the PTA funds for direct assistance to a for-profit business, then the application must include a letter from the benefiting business which (i) explains why the benefiting business is unable to provide funding for the activity; and (ii) conditionally commits the business to proceeding with the activities which are the subject of the grant.

Applicant: EL DORADO COUNTY**Project Specific Planning Activity Budget**

Activity	City/County Staff Hours					Consultant Hours					Total Cost
	Task Cost					Task Cost					
Activities/Tasks/ Milestones	Number of Hrs	Hrly Rate	CDBG Portion	Cash Match	Other Source	Number of Hrs	Hrly Rate	CDBG Portion	Cash Match	Other Source	
Activ. 1. Name:											
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
Activ. 2. Name:											
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
		\$	\$	\$	\$		\$	\$	\$	\$	\$
Totals:		\$	\$	\$	\$		\$	\$	\$	\$	\$

*Attach additional pages if undertaking more than two activities.

Applicant: EL DORADO COUNTY**Project Specific Task/Milestone Chart**

Year:	2006 (OTC Set-Aside Only)				2007				2008			
Activity Name:	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4	Qtr 1	Qtr 2	Qtr 3	Qtr 4
Tasks/Milestones												
Activity 1. Name:												
Activity 2. Name:												

*Attach additional pages if undertaking more than two activities.

*Grants cannot exceed 24 Months.

2006-2007 P/TA

Applicant: EL DORADO COUNTY

ATTACHMENT

Activity Description:

The Chamber “is committed to connecting with the community by positioning itself as a resource for businesses, residents, government and visitors. So, whether your intention is to start a business, relocate your family, participate in local government, residential activities, or just visiting in our area, we are here to guide you.”

The goal of the Shingle Springs-Cameron Park Chamber of Commerce (SSCP) is to help promote businesses and participate in the economic development growth of the area. The motto established is “Connecting with the Community”. The Chamber believes that it is important to facilitate bringing what the residents want to have in their community and help small businesses be successful at the same time.

The SSCP Chamber conducted an online survey from residents and businesses in their jurisdiction in July 2006. This survey covered many questions including Community Events. The Farmers Market was among the top 3 events that the residents want to see in the Shingle Springs-Cameron Park area. Based on the results of the survey demonstrating the unmet potential for the community in the form of a Farmer’s Market, El Dorado County is applying for an Economic Development Planning and Technical Assistance Grant to assist the Chamber in obtaining a Consultant to develop and complete a study of the feasibility of developing a Certified Farmer’s Market in the Shingle Springs-Cameron Park vicinity. A feasibility study would provide a careful assessment of the likelihood of success for the proposed market. It is anticipated the survey will consist of the following:

- Potential sites including sites that are visible, close to public transportation, near convenient parking, large enough for the market to grow, separated from vehicular traffic, and near publicly accessible restrooms.
- Feasibility of developing a Farmer’s Market in the SS-CP area
- List of small business owners demonstrating interest in participating in a Farmer’s Market in the SS-CP area
- List of recommendations for sustainability
- Timeline for development and implementation of a Farmer’s Market including community meetings
- Potential budget for first 18 months of operation given the results demonstrate viable market
- Guidance on Market Management

2006-2007 P/TA

Applicant: EL DORADO COUNTY

Final Product:

The final product for this feasibility study will be produced by the Consultant hired to research the feasibility of a Farmer's Market in the Shingle Springs-Cameron Park area. The final product will consist of the following:

- potential sites,
- potential small business partner's, and
- The timeline to develop and implement a Certified Farmer's Market should the feasibility study demonstrate viability for the project.
- Development of a budget and business plan for the market
- Securing necessary licenses
- Finding suitable insurance coverage
- Designing the market
- Recruiting growers
- Organizing the opening day

It is anticipated that the grant will allow for development and implementation of the Certified Farmer's Market based on the results of the feasibility study.

The final product will be a written study to be submitted to the State upon completion. The final product will contain an acknowledgment of Economic Development Block Grant funding on the front cover.

ATTACHMENT 9: OMB CIRCULAR A-133

COMPLIANCE WITH OMB CIRCULAR A-133

Office of Management and Budget (OMB) Circular A-133 is used pursuant to the Single Audit Act of 1984, P.L. 98-502, and the Single Audit Act Amendments of 1996, P.L. 104-156. It sets forth the standards for obtaining consistency and uniformity among Federal agencies for the audit of states, local governments, and non-profit organizations expending Federal awards. Cities and counties not exempted from the requirements of OMB Circular A-133 must submit their audits to the State Controller. Non-profit organizations not exempted must submit their audits to the California Department of Housing and Community Development.

Pursuant to the requirements of OMB Circular A-133, please check the appropriate box(s) and certify at the bottom of the page:

☒ The County of El Dorado, Department of Human Services has expended more than \$500,000 in Federal funds in fiscal year 2005/2006 and is required to conduct a single audit or program specific audit for this year in accordance with the provisions of OMB Circular A-133.

☐ The audit has been completed and has been submitted to the appropriate control agency.

☐ The audit has not been completed. It is anticipated that the audit will be completed and submitted to the appropriate control agency by: _____ (date).

☐ The _____ (name of entity) has expended less than \$500,000 in federal funds in fiscal year 2005/2006 and is exempt from the requirements of OMB Circular A-133. Non-Federal entities that expend less than \$500,000 a year in Federal awards are exempt from Federal audit requirements for that year, but records must be available for review or audit by appropriate officials of the Federal agency, pass-through entity, and the General Accounting Office.

I certify on behalf of El Dorado County Department of Human Services, that the above is a true and accurate statement.

John Litwinovich, Director of Human Services
(Printed name and title)

(Signature)

(Date signed)

SECTION 504 SELF-EVALUATION

Applicant: El Dorado County

AREAS DISCUSSED	PROBLEMS IDENTIFIED	MODIFICATIONS MADE
COMMUNICATIONS: Program Publicity		
Public Notices and ads in newspaper? <input checked="" type="radio"/> yes <input type="radio"/> no		
Public Service Announcements? <input checked="" type="radio"/> yes <input type="radio"/> no		
Posters or fliers? <input checked="" type="radio"/> yes <input type="radio"/> no		
Letters to homeowners in area? <input checked="" type="radio"/> yes <input type="radio"/> no		
Informational public meetings? <input checked="" type="radio"/> yes <input type="radio"/> no		
Interpreters, readers, or TDD's available upon request? <input checked="" type="radio"/> yes <input type="radio"/> no		
Equal Opportunity statement in ads, fliers, letters? <input checked="" type="radio"/> yes <input type="radio"/> no		
EMPLOYMENT:		
Does the City make reasonable accommodation to known physical or mental limitations of qualified applicants or employees with handicaps? <input checked="" type="radio"/> yes <input type="radio"/> no		
Pre-employment inquiries and tests do not screen out handicapped persons? <input checked="" type="radio"/> yes <input type="radio"/> no		
PROGRAM ACCESSIBILITY:		
Are City/County facilities accessible to and usable by individuals with handicaps (for example: ramps, space at meetings)? <input checked="" type="radio"/> yes <input type="radio"/> no		
Handicap modifications offered in rehabilitation program? <input checked="" type="radio"/> yes <input type="radio"/> no		
Handicapped individuals with limited mobility assisted with applications at their homes? <input checked="" type="radio"/> yes <input type="radio"/> no		
ENFORCEMENT - Evaluate how policies meet 504 requirements:		
Statement of Assurances in grant applications? <input checked="" type="radio"/> yes <input type="radio"/> no		
Non-discrimination clause in deed of trust? <input checked="" type="radio"/> yes <input type="radio"/> no		
Names of Advisors on Handicapped Issues: <u>Patricia Booth Douglas Nowka</u>		
Does the City/County have procedures for complaints? <input checked="" type="radio"/> yes <input type="radio"/> no		
Is log maintained of any complaints? <input checked="" type="radio"/> yes <input type="radio"/> no		

Name and signature of Section 504 Coordinator: Patricia Booth *P. Booth*Date Signed: 8/14/01

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the County of El Dorado will conduct a public hearing by the County Board of Supervisors at 9:00 a.m. on Tuesday, January 23, 2007, at the Board of Supervisors meeting room, 330 Fair Lane, Placerville, CA, to discuss the Fiscal Year 2006 Community Development Block Grant (CDBG) Planning and Technical Assistance Allocation application and to solicit citizen input.

The Human Services Department on behalf of the County of El Dorado is applying for grant amount of \$35,000 under the Planning and Technical Assistance Grant Allocation for the eligible activities of: Feasibility Study for potential Farmer's Market.

The purpose of the public hearing will be to give citizens an opportunity to make their comments known. If you are unable to attend the public hearing, you may direct written comments to the County of El Dorado, Human Services Department, 3057 Briw Road, Placerville, CA 95667, or you may telephone Ms. Joyce Aldrich at 530-642-7276 with questions or comments. In addition, a CDBG public information file may be obtained at the above address between the hours of 8:00 a.m. and 5:00 p.m. on weekdays to find out more information about the CDBG program.

The County promotes fair housing and makes all programs available to low and moderate income families regardless of age, race, color, religion, sex, national origin, sexual preference, marital status, familiar status (children), or handicap.

Mountain Democrat

PROOF OF PUBLICATION
(2015.5 C.C.P.)

STATE OF CALIFORNIA
County of El Dorado

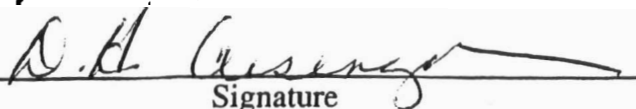
I am a citizen of the United States and a resident of the County aforesaid; I'm over the age of eighteen years, and not a party to or interested in the above-entitled matter. I am principal clerk of the printer at the Mountain Democrat, 1360 Broadway, a newspaper of general circulation, printed and published Monday, Wednesday, Thursday & Friday, in the City of Placerville, County of El Dorado, and which newspaper has been adjudged a newspaper of general circulation by the Superior Court to the County of El Dorado, State of California, under the date of March 7, 1952, Case Number 7258; that the notice, of which the annexed is a printed copy (set in type no smaller than non-pareil), has been published in each regular and entire issue of said newspaper and not in any supplement thereof on the following dates, to-wit:

07/21

All in the year 2006.

I certify (or declare) under penalty of perjury that the foregoing is true and correct.

Dated at Placerville, California, this
day of JULY 21, 2006.


Signature

Proof of Publication of

NOTICE OF PUBLIC HEARING

NOTICE OF PUBLIC HEARING

NOTICE IS HEREBY GIVEN that the El Dorado County Department of Human Services, Community Services Division, will conduct a public hearing at 10:00 a.m. on Monday, July 31, 2006 at 937 Spring Street, Placerville, to discuss the Fiscal Year 2006/07 Community and Economic Development Block Grant Programs and to solicit citizen input relative to grant applications that may be submitted by El Dorado County.

The Department of Human Services will report out on the 05/06 Annual Grantee Performance Reports, and solicit citizen input. Written and/or oral public comment is invited on any aspect of the Economic Development Block Grant 04-EDBG-1021, Community Development Block Grant 05-STBG-1407, Planning and Technical Assistance Block Grants 04-PTAA-0782 and 05-PTAA-1441, along with the Housing Rehabilitation, Housing Acquisition and Economic Development Revolving Loan Funds reports.

Maximum grant award amounts include a total of \$800,000 per year from the General and Economic Development Components combined. Up to \$500,000 per application per year may be awarded from the General and Economic Development Components. Grants up to \$35,000 per year from the General Planning and Technical Assistance allocation and \$35,000 per year from the Economic Development Planning and Technical Assistance allocation may be awarded and do not count toward the \$800,000 cap. Economic Development Over-The-Counter Grants of up to \$2,000,000 per application per year may be awarded and do not count toward the \$800,000 cap. The Native American allocation is available for eligible activities in areas with concentrations of Native American Indians not federally recognized as an Indian tribe or rancheria. The amount of Native American funds available varies each year, and a grant from this allocation does not count toward the \$800,000 cap.

Major activity categories are: Housing - New Construction, Housing Acquisition, Housing Rehabilitation, Community Facilities, Public Services, Public works, and Economic Development. Projects funded with CDBG allocations must carry out at least one of the National Objectives, as follows: benefit to Targeted Income Group (TIG) persons; elimination of slums and blight; or meeting urgent community development needs.

The Department of Human Services on behalf of the County of El Dorado anticipates applying for the maximum grant amount of \$800,000 under the General and Economic Development Components for Housing Rehabilitation, Housing Acquisition, or Community Facilities/Public Services and Reservation of Funds for small business loans, the maximum grant amount of \$2,000,000 under the Economic Development Over-The-Counter Component for business expansion and the maximum grant amount of \$70,000 from the General and Economic Development Planning and Technical Assistance Components.

The purpose of the public hearing will be to give citizens an opportunity to ask questions and make their comments known. Ideas, comments and discussion is invited concerning ongoing grant activities as well as potential grant activities such as housing rehabilitation, public works, community services, and small business loans to businesses employing low and moderate income persons. If you are unable to attend the public hearing, you may direct written comments to the County of El Dorado, Human Services Department, 3057 Briw Rd., Placerville, CA 95667, Attn: Joyce Aldrich or you may telephone 530-642-7200. In addition, information may be obtained at the above address between the hours of 8:00 a.m. and 5:00 p.m. on weekdays. El Dorado County and the State assure equal housing and employment opportunities to all without regard to race color, religion, sex, age, handicap, or national origin. The above location is fully accessible to mobility-impaired individuals.

07/21

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