City of Grass Valley
City Council and Redevelopment Agency
Agenda Action Sheet

Council Meeting Date: June 9, 2009  Date Prepared: May 28, 2009

Prepared by: Joe C. Heckel, Community Development Director
Jeri Amendola, Economic Development Specialist

Title: Creation of Funds and Approval of Budget Transfer to facilitate the use of two State Planning and Technical Assistance Grants awarded in 2008

Agenda: Consent Agenda

Recommended Motion: By motion, 1) approve the creation of two funds for Standard Agreements: # 08-PTAG-5347 and 08-PTAE-5407; and 2) approve the Budget Amendment Request.

Background Information: During the Fiscal Year 2008-2009 CDBG funding cycle, by Council approval of Resolution 08-69, the City applied for and received two CDBG Planning and Technical Assistance Grants in the amounts of $35,000 each, for a total of $70,000. The grant awards will fund two planning activities, the Housing Element Update, and the Glenbrook Basin Market Analysis and Infill Study. On August 26, 2008, by Resolution 08-69, Council approved and committed $26,250 of the City’s CDBG Program Income funds as the required cash match. The City will use $17,500 of these funds as described in the Standard Agreement #: 08-PTAG-5347 and 08-PTAE-5407 of which the Mayor has executed. The City asked for and received permission from the State to incur costs prior to receipt of the signed agreements. The City can begin to incur costs for these activities; however, in order to do so, Finance must receive approval to create the respective funds, transferring $8,750 of Program Income into the grant funds. An attached budget transfer facilitates the transfer of these Program Income monies into each of the grant fund. Once the funds have been established, the City can fully access these grant monies to charge for staff time, consultant services and material costs.

Attachments: Budget Transfer
Resolution 08-69
Housing Element Update (Fund 153) Budget
Glenbrook Basin Redevelopment Study (Fund 152) Budget

Funds Available: Yes  Account #: 08-PTAG-5347: Fund 153
08-PTAE-5407: Fund 152

Route to be Reviewed by:

_____ City Administrator  _____ Community Development  _____ Finance

Action:

_____ Approved  _____ Approved with Modifications
_____ Denied  _____ Other

Agenda Item # ___________