



Contra
Costa
County

To: Board of Supervisors
From: Catherine Kutsuris, Conservation and Development Director
Date: December 10, 2013

Subject: Substantial Amendment to the County FY 2013/14 CDBG Action Plan - Allocation of additional CDBG funds to West Contra Costa Business Development Center

RECOMMENDATION(S):

APPROVE the Substantial Amendment to the County's FY 2013/14 CDBG (Community Development Block Grant) Action Plan by allocating an additional \$18,000 in CDBG funds to the West Contra Costa Business Development Center, and **AUTHORIZE** the Conservation and Development Director, or designee, to execute an amendment to the existing contract with the West Contra Costa Business Development Center.

FISCAL IMPACT:

No General Fund impact. CDBG funds are provided to the County on a formula allocation basis through the U.S. Department of Housing and Urban Development (HUD). CFDA# 14.218

BACKGROUND:

On May 7, 2013, the Board of Supervisors approved the Contra Costa County FY 2013/14 Action Plan for the allocation of CDBG funds. The West Contra Costa County Business Development Center (WCC BDC) was awarded FY 2013/14 CDBG funds to provide business assistance services to small businesses/microenterprises in Contra Costa County. The WCC BDC services include business plan development, financial organization assistance, business organization/formalization assistance, marketing assistance, and business capital assistance. The additional \$18,000 in CDBG funds will allow the WCC BDC to provide additional technical assistance to small businesses/microenterprises in understanding

APPROVE OTHER
 RECOMMENDATION OF CNTY ADMINISTRATOR RECOMMENDATION OF BOARD COMMITTEE

Action of Board On: 12/10/2013 APPROVED AS RECOMMENDED OTHER

Clerks Notes:

VOTE OF SUPERVISORS

AYES 5 NOES _____
ABSENT _____ ABSTAIN _____
RECUSE _____

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

ATTESTED: December 10, 2013
David J. Twa, County Administrator and Clerk of the Board of Supervisors

Contact: Gabriel Lemus, 674-7882 By: Stacey M. Boyd, Deputy

cc:

BACKGROUND: (CONTD)

their rights and responsibilities to comply with California Senate Bill 1186 (SB 1186) and the American with Disabilities Act.

The WCC BDC, in partnership with the San Pablo Economic Development Corporation (SPEDC), will provide six to ten educational workshops to small businesses/microenterprises throughout the County on SB 1186. SB 1186 was signed into law by Governor Jerry Brown on September 19, 2012, and was meant to curb attorney demand letters for money and frivolous lawsuits against businesses filed under the guise of the American with Disabilities Act. Although SB 1186 is meant to provide businesses a process and protection from frivolous lawsuits, many small businesses/microenterprises are unaware of the process and protection and continue to be taken advantage of by not knowing their rights and responsibilities under SB 1186. According to the SPEDC, some small businesses in the County have closed down as a result of unnecessarily paying off to settle a potential lawsuit or have closed down as a result of getting a demand letter from an attorney that threatens a potential lawsuit. The additional \$18,000 will pay for staff time and materials to provide the workshops to businesses at various locations throughout the County. At a minimum, there will be two workshops each in east, central, and west Contra Costa County.

CONSEQUENCE OF NEGATIVE ACTION:

Not awarding the additional funds will result in delays in providing the workshops to small businesses and could lead to additional businesses deciding to close down unnecessarily.

CHILDREN'S IMPACT STATEMENT:

The WCC BDC furthers the Children's report card outcome of "helping families be safe, stable, and nurturing through economic self-sufficiency."