

CITY OF HIGH POINT

AGENDA ITEM



TITLE: Budget Amendment: Commercial Shared-Use Kitchen Community Project Award, U.S. Small Business Administration	
FROM: Thanena Wilson, Director Community Development & Housing	MEETING DATE: February 5, 2024
PUBLIC HEARING: N/A	ADVERTISED DATE/BY: N/A
ATTACHMENTS: 1) Budget Ordinance Amendment 2) Grant #SBAHQ23I0149 Notice of Award	

PURPOSE:

Staff is requesting approval of a budget ordinance amendment for funding received in the amount of \$2,000,000 through the U.S. Small Business Administration as a result of support through Representative Kathy Manning and the Community Project Funding opportunity. The requested funds would be used for the development of a commercial shared-use kitchen in the southwest area of High Point. The funds would specifically be used for building costs and equipment.

BACKGROUND:

Southwest High Point has faced historical underinvestment. It is in census tract 143, which meets the definition of an Area of Persistent Poverty as defined by the 2021 Consolidated Appropriations Act. This project would represent a significant investment in this community, which is largely low-income and African American. This is an opportunity to help revitalize this area by offering new job opportunities within walking distance of an underserved neighborhood, as well as providing a needed service to the food industry at large.

BUDGET IMPACT:

A budget ordinance amendment appropriating the federal grant award is included with this item.

RECOMMENDATION /ACTION REQUESTED:

The Community Development and Housing Department recommends approval accepting the grant award, approve the budget ordinance for the Commercial Shared-Use Kitchen, and that the appropriate City official and/or employee be authorized to execute all necessary documents.



“AN ORDINANCE AMENDING THE 2023-2024 BUDGET ORDINANCE
OF THE CITY OF HIGH POINT, NORTH CAROLINA
TO APPROPRIATE FUNDS FOR THE COMMERCIAL SHARED-USE KITCHEN GRANT

Be it ordained by the City Council of the City of High Point, North Carolina, as follows:

Section 1. The proposed amendment appropriates \$2,000,000 in federal grant funds to assist in the construction and development of a Commercial Shared-Use Kitchen in High Point.

Section 2. The 2023-2024 Budget Ordinance of the City of High Point should be amended as follows:

(A) That the following Special Revenue Fund revenues be amended as follows:

Federal Grants – U.S. Department of Commerce	\$2,000,000
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(B) That the following Special Revenue Fund expenditures be amended as follows:

Commercial Shared-Used Kitchen	\$2,000,000
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Section 3. That all ordinances, or parts of ordinances in conflict with this ordinance are hereby repealed to the extent of such conflict.

Section 4. That this ordinance shall be effective from and after its passage."

Adopted by High Point City Council, this the 5th day of February 2024

Cyril Jefferson, Mayor

ATTEST

Sandra Keeney, City Clerk

U.S. Small Business Administration

NOTICE OF AWARD

1. AUTHORIZATION (Legislation/Regulation)
H.R. 2617 the Consolidated Appropriations Act of 2023

2. Grant/Cooperative Agreement No.:

SBAHQ23I0149

3. RECIPIENT: (Name, Organizational Unit, Address)

City of High Point
211 South Hamilton Street Suite 307
High Point, North Carolina 27260-5232

4. PROJECT PERIOD (Mo./Day/Yr.) (Mo./Day/Yr.)
From 1/1/2024 Through 12/31/2026

5. BUDGET PERIOD (Mo./Day/Yr.) (Mo./Day/Yr.)
From 1/1/2024 Through 12/31/2026

8. TITLE OF PROJECT/PROGRAM (limit to 53 spaces)
Congressional Earmarks Initiative

6. FEDERAL CATALOG NO. 59.059
7. ADMINISTRATIVE CODES 303020

9. AWARD AMOUNT
Amount of SBA Financial Assistance \$2,000,000

10. DIRECTOR OF PROJECT (Program or Center Director, Coordinator or Principal Investigator)

NAME Olmedo, Eric
Last First Initial
ADDRESS: 211 South Hamilton Street Suite 307
Starkville, Mississippi 39759-7754

11. RECOMMENDED FUTURE SUPPORT (Subject to the availability of funds and satisfactory progress of the project)

BUDGET YEAR	TOTAL DIRECT COST	BUDGET YEAR	TOTAL DIRECT COST
a.		b.	

12. Approved Budget (Excludes SBA Direct Assistance)

13. REMARKS (Other Terms & Conditions Attached) Yes No

SBA Funds Only Total project costs including all other financial participation.

	Federal Share	Non-Federal Share	Non-Federal In-Kind	Non-Federal Program Inc.
a. Personal Service.....				
b. Fringe Benefits.....				
c. Consultants.....				
d. Travel.....				
e. Equipment.....				
f. Supplies.....				
g. Contractual.....				
h. Other Construction.....	2000000			
i. TOTAL DIRECT COSTS.....	2,000,000			
j. Indirect cost..... (Rate).				
k. OTHER APPL. COSTS.....				
l. TOTAL APPROVED BUDGET	2,000,000			

14. THIS AWARD IS SUBJECT TO THE FOLLOWING COST PRINCIPLES AND OMB UNIFORM ADMINISTRATIVE REQUIREMENTS:

- 2 CFR Chapter 1, Chapter II, Part 200, et al, uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards.
- Part 180 - OMB Guidelines to Agencies on government debarment and suspension (Non Procurement)

***Must meet all matching or cost participation requirements subject to adjustment in accordance with SBA policy**

15. THIS AWARD IS SUBJECT TO THE TERMS AND CONDITIONS ON THE REVERSE SIDE

16. CRS - EIN 56-6000231		17. COUNTY NAME Guilford		18. CONGRESSIONAL DISTRICT NO. NC-006	
19a. CITY CODE 31400	b. COUNTY CODE 057	c. STATE CODE 37	d. PROGRAM CODE		
BUDGET CODE		DOCUMENT NO.		AMT. ACTION FIN. ASST.	
20a. 735100	b.	c. \$2,000,000	d. C		
21. AGENCY OFFICIAL (Signature, Name and Title)			22. DATE ISSUED (Mo./Day/Yr.)		
23. RECIPIENT OFFICIAL (Signature, Name and Title)			24. DATE (Mo./Day/Yr.)		

Note: The estimated burden completing this form is 80 hours per response. You will not be required to respond to any collection of information unless it displays a currently valid OMB approval number. Comments on the burden should be sent to U.S. Small Business Administration, Chief, AIB, 409, 3rd St., S.W., Washington, D.C. 20416 and Desk Office for Small Business Administration, Office of Management and Budget, New Executive Office Building, room 10202 Washington, D.C. 20503. OMB Approval (3245-0140).
PLEASE DO NOT SEND FORMS TO OMB.