



City of Colusa California

STAFF REPORT

DATE: October 7, 2025
TO: Mayor and Members of the City Council
FROM: Jesse Cain, City Manager, and Ishrat Aziz-Khan

AGENDA ITEM:

Consideration of Resolution approving the City Manager to close out the Micro-Enterprise loan grant.

Recommendation:

Council to adopt the Resolution approving the city staff to close out the Micro-Enterprise loan grant.

BACKGROUND ANALYSIS:

The City of Colusa applied for a 20-CDBG-12087 grant in January 2021 to support and stabilize small business growth within the city limits. The grant was awarded on October 25th, 2021. The city had 166k program income available in the year 2021. The grant includes \$250,000 from the federal fund and \$166,000 from the Non-Federal fund the city's program income collected on previous CDBG loans. The total available grant amount was \$416,000.

The city utilized the Rosita Ranch Consulting LLC services to assist the business with the application packages, including the applications, business plans, and financial documents.

The City contracted with the Valley Small Business Development firm to review the required documents, business credit checks, and underwriter services. The loan documents were prepared by the Valley Small Business Development firm.

The loan committee was established with highly qualified professionals from the City of Colusa. They reviewed the documents, proposed suggestions, and approved the loan limits.

The city issued four loans under this program, ranging from \$50,000 to \$100,000 to assist four different local businesses. The total lending amount was \$250,000.

The Council approved this close-out at the January 7th, 2025, in the council meeting. The close-out package was completed and submitted when HCD realized that the City had not posted the public hearing notice correctly. HCD wants the public hearing notice to be posted in English and Spanish with the specific language on four different locations.

BUDGET IMPACT:

The total available amount for this program was \$416,000. Out of that \$250,000 was federally funded and \$166,000 was allocated from the City's CDBG Program Income.

The total expenditure, including the loan amount and other professional services, was \$279,538.71. The city will disencumber \$136,461.29 from this grant, meaning the amount will be available for the city's other projects.

STAFF RECOMMENDATION:

Approve Resolution 25-

ATTACHMENT:

Resolution 25-