



**BOARD OF SUPERVISORS
AGENDA LETTER**

Agenda Number:

Clerk of the Board of Supervisors
105 E. Anapamu Street, Suite 407
Santa Barbara, CA 93101
(805) 568-2240

Department Name: Community Services
Department No.: 057
For Agenda Of: October 16, 2018
Placement: Departmental
Estimated Tme: 15 Min.
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: George Chapjian, Community Services Director (805) 568-3407
Janette Pell, General Services Director (805) 568-3086
Contact Dinah Lockhart, Deputy Director (805) 568-3523
Info: Laurie Baker, Grants and Program Manager (805) 568-3521
SUBJECT: **Approval of a \$25,000 grant in federal CDBG funds to Good Samaritan Shelter for leach field replacement project, FY 2018-19 Action Plan Substantial Amendment, First Amendment to License Agreement (Supervisorial District 4)**

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- A. Hear and consider public comments relating to the use of federal Community Development Block Grant (CDBG) funds for the Good Samaritan Bridgehouse Shelter leach field replacement project at 2025 Sweeney Rd. Lompoc, CA (Project) and to the Substantial Amendment to the FY 2018-19 Action Plan (Attachment A) that were submitted during the 30-day public comment period, which began on September 16th, 2018 and concludes at the end of today's public hearing for the Project;
- B. Approve a Substantial Amendment to the FY 2018-19 Action Plan (Attachment A), which adds the use of Twenty Five Thousand Dollars (\$25,000) in CDBG Funds, for the Project and direct staff to submit the Substantial Amendment to the U.S. Department of Housing and Urban Development (HUD);
- C. Approve a grant of \$25,000 in CDBG Funds to The Good Samaritan Shelter, a California public benefit corporation, for the Project and direct staff to finalize the Subrecipient Agreement and return to the Board for approval and execution of the Subrecipient Agreement;

- D. Approve and authorize the Chair of the Board of Supervisors to execute a First Amendment (Attachment B) to the License Agreement made between the County and Good Samaritan Shelter; and
- E. Determine that the recommended actions are exempt under California Environmental Quality Act (CEQA) pursuant to State CEQA Guidelines Sections 15301 and 15302, as the actions consist of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features and involve negligible or no expansion of use – including the replacement or reconstruction of existing structures or facilities that will be located in the same place and have substantially the same purpose, or capacity, as the structure being replaced –and direct staff to file the attached Notice of Exemption on that basis (Attachment C).

Summary Text:

The Board of Supervisors (Board) approved the FY 2018-19 Action Plan in June 2018. The proposed FY 2018-19 Substantial Amendment adds the use of up to \$25,000 in federal CDBG funds for project costs toward the Good Samaritan Shelter leach field replacement project. Staff will return to the Board later for approval and execution of a Subrecipient Agreement.

The Board is also being asked to execute a First Amendment to the License Agreement, made between the County and Good Samaritan Shelter, in 2015. The License Agreement allows for the County-owned Bridgehouse homeless shelter to be operated by Good Samaritan Shelter until 2022. The First Amendment (Attachment B) will revise/delete/add language that will: 1) allow the new leach field to extend over the lease boundary without giving LICENSEE responsibility for maintenance of the land over the extended area; 2) delete language regarding the well and water storage and distribution facilities being antiquated; and 3) gives responsibility for all maintenance, inspections and annual service related costs for the complete septic system and leach field to the LICENSEE.

Background:

Good Samaritan Shelter recently informed County HCD that the leach field servicing the septic system of the Bridgehouse family transitional housing building is failing and in urgent need of replacement. The building houses approximately 40 clients. The existing leach field will be abandoned and a new leach system will be installed adjacent to the existing. Until a new system is in place, the existing septic tank will need to be pumped frequently to allow for continued use.

The Bridgehouse facility is a County-owned building. Under a 2015 License Agreement, Good Samaritan Shelter Inc. (Good Samaritan) is the licensee and operator of the Bridgehouse facility as a homeless shelter until 2022. The CDBG Subrecipient Agreement will be between the County and Good Samaritan.

Summary of Action Plan Amendment:

The County of Santa Barbara is the lead agency of the CDBG Urban County, which includes the County and the Cities of Buellton, Carpinteria, and Solvang. Each year, the Urban County receives an allocation of CDBG funds from HUD. On June 19, 2018 the Board of Supervisors approved the CDBG funding awards and the FY 2018-19 Action Plan, which was then submitted to HUD.

The purpose of this Substantial Amendment is to revise the 2018-19 Action Plan to include a Good Samaritan Bridgehouse Shelter leach field abandonment and replacement project in an amount of \$25,000

in County CDBG funds. The Amendment being considered meets the County’s 2015-2020 Consolidated Plan priorities, and one or more of HUD’s National Objectives.

Bridgehouse provides a homeless shelter and transitional housing serving approximately 90 people per night. Good Samaritan is requesting a \$25,000 grant from Santa Barbara County’s CDBG program to fund the leach field abandonment and replacement project, which is part of the current septic system servicing the transitional housing building.

HUD requires entitlement jurisdictions to publish Amendments per the Citizen Participation Plan, provide a 30-day public comment period and a public hearing. The comment period for this Action Plan Amendment will run from September 16, 2018 through the end of the public hearing for this project.

Performance Measure:

The subrecipients will report to County HCD monthly on the progress to assure that they are meeting stated goals. Furthermore, the rate of CDBG expenditures is monitored by HCD to assure that projects are progressing in accordance to established timelines and HUD regulations.

Key Contract Risk:

HUD holds the County accountable for ensuring that federal funds expended are for eligible costs and could require repayment by the County, with non-federal funds, for ineligible expenses. CSD will make payments to the subrecipient on a reimbursement basis and, to receive payment, the subrecipient must provide documentation that supports eligible expenditures that are consistent with the contract budget and federal regulations. If the subrecipient does not meet performance measures or federal regulations, the County may withhold funds or terminate the contract.

Fiscal and Facilities Impacts:

CDBG funds are allocated to the County on an annual basis from HUD. Federal CDBG funds are awarded to the County as grants. Twenty-percent (20%) of the CDBG grant may be used to cover County costs to administer the federal programs. County general funds are used for a portion of HCD administrative expenses.

Fiscal Analysis:

<u>Funding Sources</u>	<u>Current FY Cost:</u>	<u>Annualized On-going Cost:</u>	<u>Total One-Time Project Cost</u>
General Fund			
State			
Federal			\$ 25,000.00
Fees			
Other:			
Total	\$ -	\$ -	\$ 25,000.00

Staffing Impacts:

The federal CDBG program is administered by existing HCD staff.

Special Instructions:

After Board action, please distribute as follows:

1. Original 1st Amendment to the License Agreement - Clerk of the Board Files
2. Duplicate Original 1st Amendment to the License Agreement & Minute Order - C. Smith,
Real Property Division
3. Minute Order to - mkropke@co.santa-barbara.ca.us Ext. 3533

NOTE: The Clerk shall post the NOE upon Board approval.

Attachments:

Attachment A: Substantial Amendment to the 2018-19 Action Plan

Attachment B: First Amendment to License Agreement

Attachment C: Notice of Exemption