



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: Housing & Community  
Development  
Department No.: 055  
For Agenda Of: 5/15/2007  
Placement: Administrative  
Estimated Tme: 15 minutes  
Continued Item: No  
If Yes, date from:  
Vote Required: Majority

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TO: Board of Supervisors

FROM: Department Name & Phone: John Torell, CPA, ext. 3515  
Director(s)  
Contact Info: Name & Phone: Patricia Gabel, ext. 3522

SUBJECT: **Approval and Submittal of 2007-08 HOME Consortium Annual Action Plan**

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Other Concurrence:** Risk Management

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a.) Adopt the attached resolution (ATTACHMENT A) approving the Santa Barbara County HOME Consortium's 2007-2008 Annual Action Plan for submittal to the Federal Department of Housing and Urban Development; and
- b.) Authorize the County Executive Officer to execute all certifications (ATTACHMENT B), standard forms (ATTACHMENT C), and other related documents required for HOME Program administration and implementation attendant to submittal and approval of the 2007-2008 Annual Action Plan (ATTACHMENT D).

**Summary Text:**

The 2007-2008 Annual Action Plan represents an annual update to the 2006-2010 HOME Consortium Consolidated Plan, which was adopted by the Board of Supervisors on May 10, 2005. As the lead agency within the HOME Consortium, the County is responsible for the submittal of this annual update to the Consolidated Plan, as required by federal statute. The HOME Consortium also includes the member cities of Buellton, Carpinteria, Goleta, Lompoc, Santa Maria and Solvang. While this program is not mandated, acceptance of funds to carry out affordable housing activities requires the County to comply with the conditions associated with receipt of HOME funds, including submittal of the Annual Action Plan.

**Background:** As lead agency under the HOME Consortium, Santa Barbara County assumes responsibility for HOME program funding administration, oversight and regulatory compliance. The development, approval and subsequent implementation of the annual Action Plan are mandated elements of the HOME Program. The Action Plan details Santa Barbara County's HOME Consortium's anticipated allocation and use of Federal funds to expand the availability of affordable housing. All activities provided preliminary funding reservation through the Action Plan are consistent with the strategies, goals and priority needs articulated in the Consortium's 2006-2010 Consolidated Plan.

For Program Year 2007-08, the federal Department of Housing and Urban Development (HUD), made available to the Santa Barbara County HOME Consortium \$1,649,163 in HOME funds. This represented a slight reduction in the amount of \$11,810 from 2006-07 funding allocations. Of this amount, the County retains 15%. Ten percent of this is allocated to program administration and 5% is for program implementation expenditures. Therefore, a total of \$1,410,035 in HOME funds was available for allocation to projects through the 2007 Notice of Funds Available (NOFA). An additional \$65,000 in City of Carpinteria HOME funds and \$135,000 in City of Goleta HOME funds was also allocated through the NOFA, as well as the following additional resources:

- \$4,000,000 in Isla Vista Redevelopment Agency Affordable Housing Set-aside Funds
- \$850,000 in Santa Ynez Valley Housing Market Area Local Affordable Housing Funds, and
- \$494,657 in County Community Development Block Grant (CDBG), Funds Allocation for Affordable Housing, Infrastructure, Public Facilities and Capital Improvements.

**Funding application Process** - On January 31<sup>st</sup>, 2007 Santa Barbara County opened the application process; the deadline for applying for funding was February 20<sup>th</sup>. County staff conducted informational workshops related to the Consolidated Plan goals and priorities, the funding criteria and process, and to address community questions on February 12<sup>th</sup>; one workshop was conducted on the south coast and another in North County. Upon closing of the application submittal period, a total of thirteen (13) applications were received totaling \$3,488,000 in funding requests for the \$2,235,000 in available funds. In consultation with a consultant from the National Development Council and County General Services Real Estate Services Manager, Ronn Carlentine, Housing and Community Development Department staff analyzed the applications and forwarded funding recommendations to the Affordable Housing Loan Committee.

The Affordable Housing Loan Committee met on March 8, 2006 and April 24, 2006 to recommend funding reservations and incorporate these recommendations into the 2007-08 Annual Action Plan for Board consideration and approval. Details of the Loan Committee's recommendations are attached as ATTACHMENT E. Board approval of the Action Plan constitutes an approval of preliminary reservation of funds for the above listed projects. All projects will be brought to the Board of Supervisors individually for final approval of a commitment of funds prior to implementation.

In accordance with the County's Citizen Participation Plan, a public notice was published in the Santa Barbara News Press, Santa Maria Times, and Lompoc Record on April 13<sup>th</sup> announcing the 30-day review period for the Action Plan, which commenced on April 14<sup>th</sup>. All public comments received will be included in the Action Plan to be submitted to the Federal Department of Housing and Urban Development.

**Performance Measure:**

Safe and Healthy Families: Housing for All Segments of the Population

**Fiscal and Facilities Impacts:**

Budgeted: Yes

Clarifying notation: Submission to and approval by HUD of the annual Action Plan is required for receipt of the Federal HOME funds. For County fiscal year 2007-08 that amount is 1,649,163, ten percent of which is available to the County for program administration. The Housing Finance budget can be found on pages D250 & D251 of the current fiscal year County Budget.**Fiscal Analysis:**

Narrative: Funds are “pass-through” to organizations providing affordable housing and housing –related activities; County retains 10% for grant administration and 5% for program/project implementation expenses.

**Staffing Impacts:**

**Legal Positions:**

n/a

**FTEs:**

n/a

**Special Instructions:**

Please return one (1) original, signed resolution; two (2) original, signed SF424 –Application for Federal Funding—and two (2) sets of Certifications to Brooke Allen in Room 3 (basement) or call extension 3521 for pick up as soon as documents have been executed.

**Attachments:**

Attachment A: Authorizing Resolution Regarding Santa Barbara County Submittal of 2007-08 Annual Action Plan

Attachment B: Annual Action Plan Certification Form(s)

Attachment C: Standard Form SF-424, Application for Federal Funding

Attachment D: Santa Barbara County HOME Consortium 2007-08 Annual Action Plan

Attachment E: Loan Committee Recommendations

**Authored by:** Brooke Allen, Housing Program Specialist I

**cc:**