



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: HCD
Department No.: 055
For Agenda Of: 05/15/07
Placement: Departmental
Estimated Tme: 45 Minutes
Continued Item: Yes
If Yes, date from: 11/14/06
Vote Required: Majority

TO: Board of Supervisors
FROM: Department John Torell, CPA, Director, 568-3515
Director(s)
Contact Info: Jennifer Christensen, Assistant Director, 568-3514
SUBJECT: Set a Hearing to Receive the Housing and Community Development Quarterly Update

County Counsel Concurrence

As to form: N/A

Other Concurrence: N/A

As to form: Select_Concurrence

Auditor-Controller Concurrence

As to form: N/A

Recommended Actions:

1. Set a hearing for May 22, 2007 to receive the quarterly report from Housing and Community Development, and
2. Receive and file quarterly update from Housing and Community Development Department

Summary Text:

Since HCD's last report to the Board of Supervisors (11/14/06), emphasis has been placed by Department management and staff on addressing those process deficiencies and control weaknesses identified in two audit reports prepared by the County Auditor's Office. Initial corrective efforts, based upon the significance of reported audit findings, have been focused primarily in the following areas:

- Follow-up and resolution of all potential affordable housing program violations identified by the Auditor
- Pursue collection of \$350,000 of 'in lieu' fees owed to the County and identify any additional fees that may be owing
- Ensure an accurate inventory of affordable housing units
- Reorganization of HCD Department to maximize efficiency and improve customer service

In addition to the above areas identified by the Auditor, HCD has formed several process improvement teams to redesign HCD business processes, with the goal of making internal processes more efficient, less complicated and more effective.

From an organizational standpoint, HCD in is the process of simplifying its organization, redirecting staff resources to enhance our property management function (including compliance monitoring), and strengthening the Department's financial oversight of its accounting and financial activities.

Also, during this period, HCD staff has facilitated the Affordable Housing Policy Committee's review and report on the County's Inclusionary Housing Program.

HCD staff will continue to work on addressing and correcting each of the deficiencies identified in the Auditor's reports and will update the Board of Supervisors on progress made via our quarterly reports.

Fiscal and Facilities Impacts:

Staffing Impacts:

Legal Positions:

FTEs:

Special Instructions: to receive the quarterly report from Housing and Community Development.Attachments:

Authored by: John Torell, Director, HCD

cc: Michael Brown, County Executive Officer
Ron Cortez, Deputy County Executive Officer
Bob Geis, Auditor-Controller