



**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

**Submitted on:**  
**(COB Stamp)**

**Department Name:** Community Services  
**Department No.:** 057  
**Agenda Date:** December 16, 2025  
**Placement:** Departmental Agenda  
**Estimated Time:** 30 Minutes  
**Continued Item:** No  
**If Yes, date from:** N/A  
**Vote Required:** Majority

**TO:** Board of Supervisors  
**FROM:** Department Director(s): Jesús Armas, Director, Community Services Department  
Contact: Joe Dzvonik, Assistant Director, Housing and Community Development  
Lucille Boss, Housing Programs Manager  
**SUBJECT:** **Request For Proposals for Workforce Housing Development; First Supervisorial District**

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**County Counsel Concurrence**

As to form: Yes

**Other Concurrence:** Risk, General Services, Planning & Development

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- a) Receive a presentation and direct staff to publish a Request for Proposals ("RFP"), as revised by direction provided by the Board during the hearing, to solicit proposals from experienced development teams to partner with the County to plan, finance, design, construct, operate and maintain a new affordable housing development at 117 East Carrillo Street/ APN 029-211-025 (the "Site" or "Project") in the City of Santa Barbara; and
- b) Provide staff direction regarding the following for inclusion in the RFP:
  - i. Whether the County should voluntarily subject the Project to the County's zero net policy regarding construction of public buildings; and
  - ii. Tenant income levels for this Project; and
- c) Determine that the proposed actions do not constitute a "Project" within the meaning of the California Environmental Quality Act (CEQA), pursuant to Section 15378(b)(5) of the CEQA Guidelines, because it consists of an organizational or administrative activity of government which will not result in direct or indirect physical changes in the environment.

**Summary Text:**

The County of Santa Barbara intends to solicit Proposals from experienced development teams – including firms, partnerships, corporations, non-profits and other entities – interested in partnering with the County through a public-private partnership (“P3”), to plan, finance, design, construct, operate and maintain a new affordable housing development at 117 East Carrillo Street/ APN 029-211-025 (the “Site” or “Project”) in the City of Santa Barbara. The item before the Board seeks authorization to issue a Request for Proposals (“RFP”) to a shortlist of qualified developers. Based on the evaluation of the responses, the Department will identify a recommended developer, and the submitted plans and proposals will be presented to the Board for consideration and approval. Following Board approval of the developer (“Developer”), property negotiations will commence. A long-term ground lease with the selected Developer will also be subject to Board approval.

**Discussion:**

In April 2025, the Board authorized repurposing the current site of the Probation building to workforce housing. With this agenda item, staff request approval to issue an RFP to identify and select a development team to partner with the County to pursue development of this low-to-moderate workforce housing project. The expectation is that employing a public- private partnership (or P3) will yield a cost-effective project. Under a P3 structure, the County’s contribution will likely be in the form of a long-term land lease, while the private entity would be responsible for securing project funding, construction, and management.

Previously, some members of the Board expressed interest in the concept of incorporating a local preference into the project for (a) residents who live or work in Santa Barbara County; and/or (b) County employees. It is not clear the County has the authority to establish such a preference system. Staff will continue to evaluate this issue, and report back to the Board once the evaluation is completed.

The County is not offering to sell the land but to contribute the land under a long-term ground lease, using the joint occupancy provision of the Government Code [Joint occupancy of county buildings CA Govt. Code § 25549.5], which authorizes public entities to partner with private parties for the joint ownership (i.e., land under County ownership, and the building under private ownership) and use of buildings. The private developer will be expected to provide the planning, financing, design, construction, maintenance, and ongoing operation of the housing development. Consequently, staff will return with a request that the Board adopt a resolution declaring the land “Exempt Surplus” land, which will permit the joint occupancy of a building to be constructed on property belonging to the County.

Finally, to better ensure staff fully achieves the Board’s intent for this Project, staff seek direction on the following issues:

1. The County has a zero net policy regarding construction of County-owned buildings. Does the Board want to voluntarily apply policy to this non-County-owned project?

In 2014, the Board adopted Resolution 14-49 (See attachment B) calling for new County-owned buildings to be designed as Zero Net Energy Facilities. As this project is not intended to be constructed or owned by the County, the policy is not directly applicable. However, the Board is not precluded from determining whether net zero principles apply.

2. This project is intended to accommodate households from various income levels, ranging from low to moderate income (51 to 120% Area Median Income).

However, the workforce housing study identified that households with income in excess of 120% (up to 200% or the “missing middle”) are finding it difficult to find affordable housing. The 2025 Area Median Income (“AMI”) for a 4-person household is \$119,100. Therefore, the household incomes are as follows:

- Low to moderate: \$61,000-\$143,000
- Above Moderate: \$143,000-\$238,000

Staff requests direction from the Board as to whether the RFP should reflect an upper range, i.e., up to 200%.

**Background:**

Following the April 2025 Board approval to pursue repurposing the current site of the Probation building, proposals were requested from qualified P3 consultants to assist County staff with development of an RFP for developers, and to evaluate the merits of the proposals submitted by developers. Four proposals were received in August, with staff selecting Brailsford & Dunlavey (“B&D”), a development advisory and program management firm recognized as a national leader in P3s.

In advance of releasing an RFP to developers, the County opted to develop an RFQ designed to produce a list of the most qualified organizations to be invited to respond to the RFP. This RFQ-RFP two-step process results in more thoughtful responses, including clearer financial commitments, more fully developed design concepts, and more detailed implementation strategies. The RFQ was released on October 22, with a deadline of December 2, 2025.

Responses to the RFQ are currently under review by B&D and County staff, from which a short-list of developers will be prepared. The list will accompany the full RFP, a draft of which is before the Board today. Through the RFP, the County seeks a development partner capable of delivering high-quality, financially feasible housing that aligns with County policies and community values.

**Staffing Impacts:**

This activity falls within currently budgeted staff duties.

**Special Instructions:**

Please return a Minute Order via email to Lucille Boss at [lboss@countyofsb.org](mailto:lboss@countyofsb.org).

**Attachments:**

**Attachment A** – DRAFT Request For Proposals

**Attachment B** – Resolution 14-49 Net Zero Policy

**Contact Information:**

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Housing Programs Manager  
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