



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: 5/13/2008
Placement: Administrative
Estimated Tme: n/a
Continued Item: No
If Yes, date from:
Vote Required: Majority

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 2008-09 CDBG Annual Action Plan

County Counsel Concurrence

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Other Concurrence:

As to form:

Recommended Actions:

That the Board of Supervisors:

- a.) Adopt the attached resolution (ATTACHMENT A) approving the Santa Barbara Community Development Block Grant ("CDBG") Urban County Partnership's 2008-2009 Annual Action Plan (ATTACHMENT B) for submittal to the Federal Department of Housing and Urban Development; and
- b.) Authorize the County Executive Officer to execute all certifications (ATTACHMENT C), standard forms (ATTACHMENT D), and other related documents required for CDBG Program application.

Summary Text:

The 2008-2009 Annual Action Plan is an update to the 2006-2010 CDBG Urban County Partnership Consolidated Plan, adopted by the Board of Supervisors on May 22, 2007. The County is required by federal regulation to submit this annual update to the Consolidated Plan as a condition of receiving CDBG entitlement funds. The cities of Buellton, Carpinteria, Lompoc, and Solvang are members of the CDBG Urban County Partnership.

Background: Santa Barbara County is responsible for CDBG program administration, oversight and regulatory compliance as lead agency of the CDBG Urban County Partnership. The CDBG program mandates the County to develop, approve and implement an annual Action Plan. The Action Plan

details the CDBG Urban County Partnership's anticipated use of Federal funds for CDBG eligible activities. The activities within the attached Action Plan have received preliminary funding reservation by the Affordable Housing Loan Committee and the CDBG Human Services Review Committee and are consistent with the strategies, goals and priorities articulated in the 2006-2010 CDBG Consolidated Plan.

The federal Department of Housing and Urban Development allocated \$1,996,226 to the Santa Barbara County CDBG Urban County Partnership for Program Year 2008-09. This amount is divided into entitlements for member jurisdictions of the Urban County Partnership in a manner agreed upon and approved by previous actions of the Board of Supervisors and participating city councils. The following is a breakdown of CDBG funding amounts for the 2008-09 federal fiscal year:

Jurisdiction	2008-09 CDBG Entitlement
Santa Barbara County	\$1,027,885
Lompoc	\$776,863
Carpinteria	\$130,473
Solvang	\$31,141
Buellton	\$29,864

The availability of County CDBG funding was included in the annual Notice of Funds Available sent out on January 22, 2008 by the Housing and Community Development Department to a comprehensive list of organizations eligible to receive and utilize CDBG funds.

Up to 15% of CDBG entitlement funds can be used by each jurisdiction to fund qualifying Human Service programs similar to the County's Human Service Program administered by the Public Health Department. Awards made to Human Service providers must not only be consistent with the priorities of the CDBG Consolidated Plan, but also with HUD's three objectives for the CDBG program, which are to (1) benefit community members with household incomes at or below 80% of the County's median, (2) remove slums and blight, and (3) meet a sudden, unexpected need such as an emergency response to a natural disaster.

Funding application Process - January 22nd, 2008 was the first day organizations could apply to Santa Barbara County for both CDBG capital projects and human service program funding. The deadline to apply was February 22nd. Housing and Community Development conducted informational workshops at County facilities in both North and South County to provide potential applicants with details regarding the goals and priorities of the CDBG Consolidated Plan. Also discussed were the criteria by which projects would be weighed and the process of administering grants, along with questions and answers from those in attendance.

Housing and Community Development staff worked with County General Services Real Estate Services Manager, Ronn Carlentine, to analyze those applications submitted for CDBG capital funding and to make funding recommendations to the Affordable Housing Loan Committee. The Committee met on March 13th, 2008 to recommend funding reservations for CDBG capital projects. The CDBG Human Services Review Committee met with applicants on March 20th, March 21st, and March 24th. Details of both the CDBG Human Services Review Committee and the Affordable Housing 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 projects and programs included within ATTACHMENT E. All capital projects will be brought to the Board of Supervisors individually for final approval of a commitment of funds prior to implementation.

A public notice was published in the Santa Barbara News Press on April 11th announcing the 30-day review period for the Action Plan. All public comments received are included in the Action Plan which will be submitted to the Federal Department of Housing and Urban Development.

Performance Measure:

N/A

Fiscal and Facilities Impacts:

Budgeted: Yes

The Federal CDBG program requires submission of the attached Action Plan. The Action Plan must be approved by HUD prior to dispersal of federal funds to members of the Santa Barbara CDBG Urban County Partnership. 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. 10% of the County's portion of CDBG funds is retained for grant administration.

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: Santa Barbara County CDBG Urban County Partnership 2007-08 Annual Action Plan

Attachment C: Annual Action Plan Certification Form(s)

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

Attachment E: Loan Committee and Human Service Review Committee Recommendations

Authored by: Mike Sederholm