

SANTA BARBARA COUNTY BOARD AGENDA LETTER



Clerk of the Board of Supervisors
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Agenda Number:
Prepared on:
Department Name: County Administrator's Office
Department No.: 012
Agenda Date: 3/20/01
Placement: Departmental
Estimate Time: 1.5 hours
Continued Item: YES
If Yes, date from: 3/6/01

TO: Board of Supervisors

FROM: Michael F. Brown
County Administrator

STAFF CONTACT: James Laponis
Deputy County Administrator 568-3400

Melinda Floyd
Administrative Analyst 568-3106

SUBJECT: Organizational Structure for Affordable Housing and Community Development

Recommendations:

That the Board of Supervisors:

- A. Receive and file the attached report entitled: Housing and Community Development.
- B. Direct the County Administrator to return with an appropriate ordinance or resolution creating a new County Department entitled Office of Housing and Community Development.
- C. Adopt the Personnel Resolution adding the position of Director of Housing and Community Development.
- D. Authorize the County Administrator to recruit for a Director of Housing and Community Development.

Alignment with Board Strategic Plan:

The recommendations are primarily aligned with Goal No. 1. An Efficient Government Able to Respond Effectively to the Needs of the Community and with Goal No. 3. A Strong, Professionally Managed County Organization. They are also aligned with the critical issues facing the County based on the Strategic Scan.

Executive Summary and Discussion:

With its growing population and disparities in income, the County is facing the critical challenges of providing affordable housing in our communities. While there are many social and economic factors that contribute to the housing crisis in our County and throughout California, which are discussed in the attached report, the focus of the report is the County's organizational structure to manage its affordable housing and community development program.

Currently, the County's housing and community development organizational structure is fragmented. Its functions are assigned in two departments, the Treasurer-Tax Collector-Public Administrator and Planning and Development. The Economic Development function is in the Office of the County Administrator. Although each function has a good track record of performing its individual responsibilities, the County's overall affordable housing/community development effort needs coordination, focus and better placement in the County structure to maximize its effectiveness. Moreover, in just over one year, we anticipate becoming a "CDBG Urban Entitlement" County providing us with an additional estimated \$3 million per year of federal funding for affordable housing/community development.

Recognizing the County's significant need for affordable housing and the opportunity to receive entitlement funding to help mitigate that need, the Board has placed affordable housing and economic development among its highest priorities by adopting them as major elements of the Five Strategic Critical Issues facing the County.

The attached report recommends taking the next logical step in the direction the Board has provided in this critical area by identifying options and providing recommendations about how the County can best structure itself to assist the community in producing affordable housing as well as facilitate the ability of individuals and families to afford housing. The options studied are outlined below:

1. Continue with the established organizational structure
2. Create a County Department of Housing and Community Development
3. Contract for services with the Santa Barbara County Housing Authority
4. Contract for services with a non-profit community development corporation
5. Broaden and utilize the County Redevelopment Agency
6. Contract for services with cities within the County

Option 2 is recommended. The options, recommendation and background are described in detail in the attached report on Housing and Community Development (Attachment 1). A Personnel Resolution adding the position of Director of Housing and Community Development as well as a draft job description are included in Attachment 2.

Mandates and Service Levels:

Although there are numerous federal and state mandates regarding affordable housing, the creation of an Office of Housing and Community Development is not mandated.

Fiscal and Facilities Impacts:

Fiscal

Transition Plan: It is estimated that \$167,000 would provide sufficient General Fund seed money to launch the new department starting next fiscal year (2001-02). Costs include salary for the Director (\$8,400 - \$10,200 per month) and clerical support starting in November (it is estimated that the director would be hired by November 2001), office expenses for eight months, office equipment and information technology expenses. The proposed budget and departmental organization chart are included at the end of Attachment 1.

No additional ongoing General Fund contribution over the annualized cost of the transition plan is anticipated. Existing resources from the two departments with overlapping functions in housing as well as the County Administrator's economic development division would be transferred to the new department. Assuming the County reaches urban entitlement status based on Census 2000 results an additional \$3.0 million/year of revenue will be available starting in FY 2002-2003. In addition, further funding could be secured through an active application process for federal and state grants.

Facility

Since this is recommended to be a phased project, existing staff would continue to use their offices during the phase-in period. Temporary office space would be located for the Director by November. If the Board adopts our recommendation, staff would begin evaluating the office space issue in earnest to develop alternatives and costs. CDBG entitlement funding is anticipated to be available in FY 2002-03 a portion of which may be available to allocate towards rent or debt payments.

Concurrence:

Planning and Development Director

Treasurer-Tax Collector-Public Administrator

Attachments

cc Gary Feramisco, Treasurer-Tax Collector –Public Administrator
John Patton, Planning and Development Director
Karen Weitzel, Executive Director of Santa Barbara County Housing Authority
Michael Tarlitz, Economic Development Coordinator
Members: County/City of Carpinteria/City of Santa Barbara Joint Affordable Housing Task Force