



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: Community Services
Department
Department No.: 057
For Agenda Of: March 12, 2024
Placement: Administrative
Estimated Time:
Continued Item: No
If Yes, date from:
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Jesús Armas, Community Services Director (805) 568-2467
Director(s) Joe Dzvonic, Deputy Director, Division of Housing and
Community Development 805-568-3523
Contact Info: Laurie Baker, Housing and Programs Manager (805) 568-3521
SUBJECT: Approval and Execution of Amendments to Community Development Block
Grant (CDBG) Subrecipient Agreements with Santa Barbara Neighborhood
Clinics (SBNC) (District 2) and PATH (People Assisting the Homeless) (District
1)

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

Auditor-Controller Concurrence

As to form: Yes

Recommended Actions:

That the Board of Supervisors:

- a) Approve and authorize the Chair of the Board to execute a Fourth Amendment to the CDBG Subrecipient Agreement between the County and Santa Barbara Neighborhood Clinics (Fourth Amendment to SBNC Agreement, Attachment A) extending the term of the SBNC Agreement until December 31, 2024.
- b) Approve and authorize the Chair of the Board to execute a Third Amendment to the CDBG Subrecipient Agreement between the County and PATH (Third Amendment to PATH Agreement, Attachment B) extending the term of the PATH Agreement until June 30, 2024.
- c) Determine that the recommended actions are exempt from the California Environmental Quality Act (CEQA) guidelines, pursuant to Section 15378(b)(4), finding that the actions are creation of government funding mechanisms or other government fiscal activities which do not involve any commitment to any specific project which may result in a potentially significant impact on the environment.

Summary Text: The County's CDBG Subrecipient Agreement with Santa Barbara Neighborhood Clinics (SBNC) provides funding to replace their Goleta clinic location's failing septic system with a tie-in to the Goleta Sanitary District's sewage system. The Fourth Amendment to SBNC Agreement would extend the agreement's term by nine months to allow sufficient time for the project's completion.

The County's CDBG Subrecipient Agreement with PATH provides funding for renovations to PATH's Santa Barbara shelter. The Third Amendment to PATH Agreement would extend the agreement's term by three months to allow sufficient time for the project's completion.

The recommended actions before the Board involve modest extensions of the terms of the agreements in response to unanticipated delays in project execution. No additional funding is requested.

Background:

Santa Barbara Neighborhood Clinics (SBNC), 5580 Calle Real, Goleta, – Septic System Abandonment and Public Sewage Facility Connection (SBNC Project)

Santa Barbara Neighborhood Clinics provides health services to primarily low-income, uninsured, underinsured, and homeless patients. The Goleta Clinic serves approximately 5,000 to 6,000 patients annually, and provides both primary medical care and behavioral health care. Services include care management, cancer screening, diabetes education, and linkage to community resources for social determinants of health such as lack of housing food, clothing, or transportation. All patients are screened for eligibility for a sliding fee discount program, and patients enrolled in Medi-Cal, Covered CA, or other specialty programs are assisted by Health Promotion Services Wellness navigators. Santa Barbara Neighborhood Clinics provides services to patients regardless of their ability to pay.

On December 7, 2021, the Board of Supervisors approved the execution of a CDBG Subrecipient Agreement with SBNC (SBNC Agreement) in the amount of \$22,763 to carry out pre-project planning activities for the SBNC Project. Pre-planning activities included design work, obtaining necessary permits, and environmental review, and were completed in 2022-2023.

On June 17, 2022, the Community Services Department Director, as authorized, approved a first amendment to the SBNC Agreement to extend its term by six months. On December 13, 2022, the Board approved a second amendment to the SBNC Agreement to provide an additional \$365,128 in CDBG funds to SBNC to carry out the SBNC Project, for a total contract amount of \$387,891.

On November 28, 2023, the Board of Supervisors approved a third amendment to the SBNC Agreement to provide an additional \$40,000 in CDBG funds, for a total contract amount of \$427,891. These funds will partially cover a funding gap resulting from SBNC Project bids coming in higher than anticipated. The remainder of the gap will be covered by SBNC and the building's owner.

The term of the SBNC Agreement currently ends March 31, 2024. However, due to the timing of the issuance of required permits by the City of Goleta and securing additional funds, additional time is needed for completion of the project. The Fourth Amendment to the SBNC Agreement, subject to today's Board action, extends the SBNC Agreement's term by nine months, ending on December 31, 2024.

People Assisting the Homeless (PATH) 816 Cacique St., Santa Barbara – Phase 3 Shelter Renovations (PATH Project)

PATH’s Santa Barbara Shelter provides 100 interim housing beds. In addition to shelter, residents receive case management, wraparound services, and an Individualized Service Plan addressing factors such as health and wellness, financial stability, employment, and overcoming barriers to retaining housing. While the shelter’s primary service area is Santa Barbara County’s South Coast (including Santa Barbara, Goleta, and the surrounding unincorporated areas), it provides services to any County resident who is currently experiencing homelessness or is at risk of becoming homeless. Through tandem programs such as rapid re-housing and permanent supportive housing, PATH’s case managers help place residents in stable permanent housing County-wide.

On December 13, 2022, the Board of Supervisors approved the execution of a CDBG Subrecipient Agreement with PATH (PATH Agreement) in the amount of \$290,448 for renovations to its Santa Barbara shelter consisting of remodeling of the second-floor women’s restroom. The PATH Project was delayed due to a separate project to remodel the first-floor women’s restroom, as both restrooms could not be closed simultaneously.

On June 15, 2023, the Community Services Department Director, as authorized, approved a first amendment to the PATH Agreement to extend its term by six months. On November 28, 2023, the Board of Supervisors approved a second amendment to the PATH Agreement to further extend the term by three months in order to provide sufficient time for the PATH Project to be completed. PATH published a solicitation for bids for the PATH Project and received just one bid with a cost far exceeding the estimated cost; therefore, it was necessary to re-bid the PATH Project. The re-bid was successful and construction has begun; however, it is unlikely that the PATH Project will be completed during the PATH Agreement term, which ends on March 31, 2024. The Third Amendment to the PATH Agreement, subject to today’s Board Action, extends the term by three months to June 30, 2024. This will allow sufficient time for the project to be completed on its updated schedule.

Performance Measure:

County Housing and Community Development Division (HCD) staff will monitor construction progress to ensure that each project is in line with its scope of work, schedule, and budget. Funds are disbursed on a cost-reimbursement basis with supporting documentation confirming cost eligibility and compliance with funding regulations. Staff conducts annual monitoring of facilities assisted with CDBG funds for the HUD-required five-year minimum period.

Contract Renewals and Performance Outcomes:

N/A

Fiscal and Facilities Impacts:

Budgeted: N/A

No new funds are being awarded to the projects.

Key Contract Risks:

HUD could require the County to repay CDBG funds expended for ineligible expenses with non-federal funds. The Subrecipient Agreement specifies HUD-eligible expenses, and County staff will review each

payment request submitted by Santa Barbara Neighborhood Clinics and PATH to ensure that expenses incurred were for eligible costs. CDBG funds will be provided to Santa Barbara Neighborhood Clinics and PATH on a reimbursement basis. County staff will conduct periodic monitoring to ensure that the projects are being administered in accordance with CDBG regulatory requirements.

Staffing Impacts: HCD staff will administer each of the subrecipient agreements and monitor the use of the respective facilities for approved purposes for a period of five years after completion of each project.

Special Instructions:

1. Please execute two originals of the Fourth Amendment to SBNC Agreement (Attachment A). Retain one original for COB records, and return one original to James Francis. Call for pick up at 83549.
2. Please execute two originals of the Third Amendment to PATH Agreement (Attachment B). Retain one original for COB records, and return one original to James Francis. Call for pick up at 83549.
3. Please return one copy of the Minute Order to James Francis at jfrancis@countyofsb.org.

Attachments:

A: Fourth Amendment to CDBG Subrecipient Agreement with Santa Barbara Neighborhood Clinics

B: Third Amendment to CDBG Subrecipient Agreement with PATH

Authored by:

James Francis, Senior Housing Programs Specialist