



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 No.:** 057  
**For Agenda Of:** January 19, 2016  
**Placement:** Administrative  
**Estimated Tme:** N/A  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** George Chapjian, Director (805) 568-3407  
Contact Info: Dinah Lockhart, Deputy Director (805) 568-3523  
Laurie Baker, Grants and Program Manager (805) 568-3521  
**SUBJECT:** Approve and execute Community Development Block Grant (CDBG) agreement with the city of Carpinteria For \$147,921 for the Main School Sidewalk Project which was approved by the Board of Supervisors on May 12, 2015 (Supervisory Districts 1).

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**County Counsel Concurrence**

As to form: Yes

Other Concurrence: Risk Management

As to form: Yes

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**Auditor-Controller Concurrence**

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

1. Approve and authorize the Chair of the Board to execute Community Development Block Grant (CDBG) Subrecipient Agreement (Attachment B) in the amount of \$147,921 for a capital project between the County and the City of Carpinteria for the Main School Sidewalk Project, funding for which the Board approved when it approved the FY 2014-15 Action Plan on May 6, 2014 and the FY 2015-16 Action Plan on May 12, 2015; and
2. Determine that the approval and execution of the CDBG Agreement is not the approval of a project that is subject to environmental review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15378(b)(4), finding that the project is a 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 physical impact on the environment, and direct staff to file a Notice of Exemption (Attachment C).

**Summary Text:**

On May 12, 2015, the Board of Supervisors approved awards of CDBG funds to agencies to implement capital projects, as contained in the approved FY 2015-16 Action Plan, which was presented to the Board on April 21, 2015 (Attachment A). One of the approved projects in the FY 2015-16 Action Plan was \$67,644 for the City of Carpinteria Main School Sidewalk project, which was approved by their City Council in March 2015. The \$67,644 was the 2<sup>nd</sup> required portion needed to complete the funding for this

project. In May 6, 2014 the Board approved \$80,277 for the Main School Sidewalk project in the FY 2014-15 Action Plan, which was presented to the Board on April 15, 2014 (Attachment A). The total funding for this project from FY 2014-15 and FY 2015-16 is \$147,921. The project will construct a sidewalk and ADA curb cuts around a public school in Carpinteria.

**Background:**

The County of Santa Barbara is the lead agency of the CDBG Urban County, which includes the County and the Cities of Buellton, Carpinteria, Lompoc and Solvang. Each year, the Urban County receives an allocation of CDBG funds from the U.S. Department of Housing and Urban Development (HUD). Each Urban County participating city receives a sub-allocation of CDBG funds to be used in their respective communities. As the lead agency, the County distributes CDBG funds to the participating cities and other awardees pursuant to subrecipient agreements.

On May 12, 2015, the Board of Supervisors approved awards of CDBG funds to agencies to implement capital projects, as contained in the approved FY 2015-16 Action Plan. One of the approved projects in the Action Plan was from the City of Carpinteria for the Main School Sidewalk project, which was approved by their City Council in 2014 and again in 2015. The amount approved in the FY 2015-16 Action Plan was for \$67,644 in City of Carpinteria CDBG funds. On May 6, 2014 the Board approved the FY 2014-15 Action Plan, which included \$80,277 in City of Carpinteria CDBG funds for the project. The total project amount is \$147,921.

**Project Description**

The City will construct sidewalk facilities around portions of the exterior of Main School at 5200 Eighth St. in Carpinteria. The project will also include placing three curb ramps consistent with current Americans with Disabilities Act (ADA) standards. The construction of the new sidewalk and curb ramps will improve pedestrian access for residents and connect them to services and programs at the school in a CDBG eligible area of the City.

The County's agreements will be effective from date of execution and will terminate on August 31, 2016.

**Performance Measure:**

The City will report to HCD periodically on project progress to assure that the project is progressing in a satisfactory manner. HCD also monitors the rate of CDBG expenditures to assure that the County is in compliance with CDBG expenditure requirements.

**Key Contract Risk:**

HUD holds the County accountable for assuring that federal funds expended are for eligible costs and could require repayment by the County, with non-federal funds, for ineligible expenses. CSD staff will monitor contractor performance. In general, for reimbursement of project expenses, contractors must provide documentation that supports eligible expenditures consistent with the contract budget and federal regulations. If the contractor does not meet performance measures or federal regulations the County may withhold funds or terminate the contract.

**Fiscal Analysis:**

CDBG funds are allocated to the County on an annual basis from HUD. County general funds are used for a portion of HCD administrative expenses; however, no County funds are being used to fund the approved projects.

**Special Instructions:**

1. Please have the Board Chair sign three copies of the signature page of each agreement (Attachment B). One copy may be retained by COB.
2. Please return two originals of each executed agreement to Laurie Baker at HCD. Please call ext. 3521 for pick up.
3. Please provide a copy of the Minute Order to [lbaker@co.santa-barbara.ca.us](mailto:lbaker@co.santa-barbara.ca.us) .

**Attachments:**

Attachment A: April 15, 2014 and April 21, 2015 CDBG Action Plan Board Letters

Attachment B: City of Carpinteria Agreement

Attachment C: CEQA NOE 2015 CDBG Capital Projects