



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: July 15, 2025
Placement: Administrative Agenda
Estimated Time: N/A
Continued Item: No
If Yes, date from: N/A
Vote Required: Majority

TO: Board of Supervisors
FROM: Department Director(s): Jesús Armas, Community Services Director
Contact: Joe Dzvonik, Assistant Director
Lucille Boss, Housing Programs Manager
SUBJECT: Approval of: CDBG Subrecipient Agreement

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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, pursuant to the FY 2025-26 Annual Action Plan approved by the Board on May 13, 2025, to execute a Community Development Block Grant Capital (CDBG Capital) Subrecipient Agreement between the County and Good Samaritan Shelter for the Hedges House of Hope Rehabilitation Project (Attachment A); and
- b) Determine that the above recommended action 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 action is not a project as it is the 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:

On May 13, 2025, the Board of Supervisors (Board) approved a CDBG funding award to Good Samaritan Shelter for the Hedges House of Hope Rehabilitation Project. Pursuant to this funding award, the Community Services Department (CSD) has prepared a Subrecipient Agreement to be executed by the Board Chair (Attachment A).

Discussion:

CSD staff requests Board approval of a CDBG Subrecipient Agreement with Good Samaritan Shelter in the amount of \$538,111 to conduct rehabilitation to the Hedges House of Hope emergency shelter, which is leased to Good Samaritan Shelter by the County. The scope of work for this rehabilitation project includes renovation of two restrooms, replacement of flooring on the second level, interior painting, and roof repairs. By carrying out this project, Good Samaritan Shelter will improve conditions for shelter residents, providing them with a more comfortable and dignified living environment.

Background:

On May 13, 2025, the Board of Supervisors approved the County's Fiscal Year (FY) 2025 Annual Action Plan, which identifies FY 2025 CDBG activities and budgets FY 2025 CDBG funds, including this project. The Board Letter and Minute Order are attached as Attachment B.

Performance Measures:

Good Samaritan Shelter is required to report on the number of persons served, their income level, and other demographic information upon completion of the project, and must provide documentation supporting expenditures of agency funds and confirm cost-eligibility of expenses subject to reimbursement with state and federal funds.

CSD staff will monitor construction progress to ensure the project is in line with the scope of work, schedule, and budget as established in the agreement. Funds are allocated on cost-reimbursement basis with associated supporting documentation confirming cost-eligibility and compliance with funding regulations. Following completion of the project, CSD staff will conduct annual facility monitoring for a five-year minimum use period.

In addition, the County would be held liable if it, or any provider to which it grants funds is found to be non-compliant with respect to applicable requirements. Good Samaritan Shelter has a track record of having successfully operated federally-funded projects in the past which have had similar regulatory and administrative requirements. The County will only reimburse for costs that are actually incurred, eligible for reimbursement under the appropriate agreements, and documented in a manner acceptable to CSD.

Fiscal and Facilities Impacts:

Funding for this project is budgeted through the County's annual allocation of CDBG funds, as approved by the Board on May 13, 2025.

Fiscal Analysis:

Funding Source	FY 2025-26
Federal: CDBG Capital	\$538,111
Total	\$538,111

Staffing Impacts:

N/A

Special Instructions:

After Board action, please return the following to James Francis via e-mail at jfrancis@countyofsb.org:

1. Executed Subrecipient Agreement
2. Minute Order

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Attachments:

Attachment A – Good Samaritan Shelter CDBG Subrecipient Agreement

Attachment B – 2025 Annual Action Plan Board Letter and Minute Order

Contact Information:

James Francis
Senior Housing Programs Specialist
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