



JESUS ARMAS, DIRECTOR, Community Services

Joe Dzvonic, Assistant Director, Housing & Community Development

Jeff Lindgren, Assistant Director, Parks

Andrew Myung, Assistant Director, Administration & Finance

Sarah York Rubin, Executive Director, Office of Arts & Culture

Garrett Wong, Division Manager, Sustainability



**Community
Services
Department**
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June 23, 2026

Elizabeth Steinberg, Chief Executive Officer
Community Action Partnership of San Luis Obispo County, Inc.
1030 Southwood Dr.
San Luis Obispo, CA 93401

RE: Reservation of County Affordable Housing Funds: Home Repair Program ("Program")

Dear Ms. Steinberg:

Based on information provided by Community Action Partnership of San Luis Obispo County, Inc. ("CAPSLO") in March 2025, the County's Capital Loan Committee (CLC) recommended a commitment of \$247,794 in Community Development Block Grant ("CDBG") program funding (the "Reserved CDBG Funds") to be used by CAPSLO for the development of the Program. This funding is reserved beginning July 1, 2026, and expires on June 30, 2027. On June 9, 2026, the Santa Barbara County Board of Supervisors ("Board") concurred with the recommendation and approved Program funding under the County's Annual Action Plan.

Program Description and Scope of Work:

The Home Repair Program will be a capital program serving low-income homeowners in the unincorporated portions of northern Santa Barbara County (including the Santa Maria and Santa Ynez Valleys), as well as the incorporated cities of Buellton and Solvang. The program will provide repairs and improvements including, but not limited to, bathroom grab bars, mobility ramps, heating or hot water systems, carpentry or plumbing repairs, or other safety or accessibility improvements as needed.

Following Program due diligence, County staff will return to the Board requesting Board approval of a Subrecipient Agreement memorializing the commitment of such Reserved Funds to the Program, and terms and conditions of the use of such funds by CAPSLO as "Subrecipient" thereunder. Standard County requirements must be met as conditions precedent to County approval of such a Subrecipient Agreement. In addition, as Federal funds are involved, approval of County documents will be contingent on demonstrating compliance with Federal environmental review processes. The source of funds for the agreement, if approved, will be the Community Development Block Grant (CDBG) program. CDBG funding will likely come in the shape of a cost-reimbursement grant.

Requirements that must be met as conditions precedent to County approval of any Subrecipient Agreement include:

- The County has received its fiscal year 2025 funding award from HUD, which occurred in March 2026;
- All Program funding, other than the Reserved Funds, has been formally committed in sufficient amounts to complete the Program;
- All Program planning and zoning approvals have been acquired;
- Environmental review required under the National Environmental Policy Act and receipt of Authority to Use Grant Funds (AUGF) by the U.S. Department of Housing and Urban Development (HUD) has been completed by County staff. Note that Good Samaritan may not undertake or enter into agreement to undertake any activity at the Program sites that would adversely affect existing site conditions or would otherwise be a choice limiting action, including the acquisition, demolition, construction, or relocation of buildings or structures, or otherwise making a physical change to the Program sites (including moving dirt) until the AUGF has been issued by HUD.

Please submit documentation reflecting completion of the aforementioned conditions precedent to James Francis, Senior Housing Programs Specialist, and work with him in preparing the aforementioned Subrecipient Agreement and related documents for Board approval. Please keep Mr. Francis updated on any changes to the Program as described above. Mr. Francis may be contacted by email at jfrancis@countyofsb.org or by phone at (805) 568-3549.

CAPSLO serves as an essential component of Santa Barbara County's affordable housing and community development goals. The Home Repair Program will undoubtedly assist Santa Barbara County in its efforts to provide affordable housing and prevent homelessness in our community.

Sincerely,

DocuSigned by:

Jesús Armas

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Jesús Armas, Director

Community Services Department