



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: September 8, 2015
Placement: Administrative
Estimated Tme: N/A
Continued Item: No
If Yes, date from:
Vote Required: Majority

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) agreements to implement certain capital projects approved by the Board of Supervisors on May 12, 2015 (Supervisorial Districts 3 and 4).

County Counsel Concurrence

As to form: Yes

Other Concurrence: Risk Management

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 Agreements (Attachments C and D) for capital projects between the County and contracting agencies to implement projects that were approved for financing by the Board on May 12, 2015; and
2. Determine that the approval and execution of the CDBG Agreements 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 E).

Summary Text:

On May 12, 2015, the Board of Supervisors approved awards of CDBG funds to agencies to implement capital projects (Attachments A and B). Three CDBG capital project agreements have been identified as "Board Contracts" needing signatures by the County Executive Officer (CEO) and Chair of the Board of Supervisors (Chair) as the contracts each exceed \$100,000 in funds awarded by the County. Two of the Board contracts are included in this request (Attachments C and D). The third will be brought to the Board for signature at a later date.

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. (FY 2015-16 is the last year of Lompoc’s participation in the CDBG Urban County.) 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 participant receives a sub-allocation of CDBG funds to be used in their respective communities.

On April 21, 2015, the Board considered the funding recommendations and public comments, and on May 12, 2015, the Board approved the funding awards for FY 2015-16.

A copy of the April 21, 2015 Departmental Board Letter is attached hereto as Attachment A, and a copy of the May 12, 2015, Minute Order is attached hereto as Attachment B.

The two CDBG capital project agreements included in this agenda item for execution by the CEO and Chair of the Board are:

Attachment	Organization Name	Project Title	2015-16 CDBG Award	Supervisory District
C	Family Care Network, Inc.	Gray Street Transitional Housing	\$200,000	4
D	Santa Ynez Valley People Helping People	Service Center ADA And Energy Efficiency Improvements	\$166,359	3

The County’s agreements will be effective from date of execution and will terminate on June 30, 2016.

Performance Measure:

Each contractor will report to HCD monthly on project progress to assure that the projects are progressing in a satisfactory manner and meeting stated goals. 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 the performance of the contractors. 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 (Attachments C and D). One copy may be retained by COB.

2. Please return two originals of each executed agreement (Attachments C and D) to Roc Lowry at HCD. Please call ext. 3513 for pick up.
3. Please provide a copy of the Minute Order to roclowry@co.santa-barbara.ca.us

Attachments:

- Attachment A: April 21, 2015 Departmental Board Letter (final Action Plan approved on Administrative Agenda on May 12, 2014)
- Attachment B: May 12, 2015 Board Minute Order
- Attachment C: Agreement with Family Care Network, Inc.
- Attachment D: Agreement with Santa Ynez Valley People Helping People
- Attachment E: CEQA NOE 2015 CDBG Capital Projects