



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.:** 055  
**For Agenda Of:** March 12, 2019  
**Placement:** Departmental  
**Estimated Tme:** 30 minutes  
**Continued Item:** No  
**If Yes, date from:**  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** George Chapjian, Director  
Contact Info: Dinah Lockhart, Deputy Director (805) 568-3523  
Laurie Baker, Grants and Program Manager (805) 568-3521  
**SUBJECT:** Approval of Action Plan Substantial Amendment, consisting of \$232,000 for Camino Pescadero Stairs Replacement in Isla Vista (Supervisorial Districts 3)

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**County Counsel Concurrence**

As to form: Yes

**Auditor-Controller Concurrence**

As to form: Yes

**Other Concurrence:** Risk Management

As to form: Yes

**Recommended Actions:**

That the Board of Supervisors:

- A. Receive and file a staff report on the Substantial Amendment to the FY 2018-19 Action Plan (Attachment A), which describes the use of federal Community Development Block Grant (CDBG) funds by the Santa Barbara County Community Service Department Parks Division for the Camino Pescadero beach access stairs project in Isla Vista (Project);
- B. Hear and consider public comments received on the draft Action Plan Amendment during the 30-day public comment period, which began on February 11, 2019 and concludes at the end of today's public hearing on this item;
- C. Approve the Substantial Amendment to the FY 2018-19 Action Plan (Attachment A), which adds the use of Two Hundred Thirty Two Thousand Dollars (\$232,000) in CDBG funds to \$465,000 in previously Board-approved FY 2018-19 CDBG funds, for a total Project cost of \$697,000 and direct staff to submit the Substantial Amendment to HUD;
- D. Determine that the recommended actions are 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 actions are not a project as they are 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 June 19, 2018 the Board of Supervisors (Board) approved the FY 2018-19 Action Plan for submittal to HUD. The Minute Order is attached as Attachment B. The Action Plan provided \$465,000 of CDBG funds to remove and replace the beach access stairs at Camino Pescadero in Isla Vista. The public bidding process thereafter revealed increased Project costs necessitating a request for additional funds.

The purpose of this Substantial Amendment to the FY 2018-19 Action Plan is to award \$232,000 of additional CDBG funds to County of Santa Barbara, Community Services Department (CSD), Parks Division, to complete the Project, for a total cost of \$697,000. The requested additional funds are available from the \$372,819 of uncommitted FY 2018-19 CDBG funds and will not impact existing project funding commitments or set-asides.

**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, and Solvang. Each year, the Urban County receives an allocation of CDBG funds from the U.S. Department of Housing and Urban Development (HUD). Capital Project applications received for FY 2018-19 were vetted by CSD Housing and Community Development Division (HCD) staff and the Capital Loan Committee, and the Committee made funding recommendations for consideration by the Board. HCD then drafted the FY 2018-19 Action Plan which was approved by the Board on June 19, 2018 for submission to HUD.

Included in the FY 2018-19 Action Plan was the Project consisting of removing and reconstructing approximately 100 linear foot wood, stainless steel and concrete beach access stairway that was damaged by erosion after 2016 storm events. Isla Vista is a low-income community and the Parks Division hopes to continue to provide this popular beach access as a low cost activity for residents. The public bidding process for the Project revealed increased costs necessitating a request for additional funds. The purpose of this Substantial Amendment to the FY 2018-19 Action Plan is to award \$232,000 of additional CDBG funds to County Parks Division to complete the Project by June 30, 2020.

Amendments to annual Action Plans require a 30-day public notice and public hearing; the public comment period for this Amendment began on February 8, 2019 and ends on March 12<sup>th</sup>, at the close of the Board hearing on this item. No public comments were received as of the docket. Any comments subsequently received during the public comment period will be provided to the Board by HCD staff.

**Performance Measure:**

Parks Division will report to HCD monthly on program/project progress to assure that they are meeting stated goals. Furthermore, the rate of CDBG expenditures is monitored by HCD to assure that programs and projects are progressing in accordance to established timelines and HUD regulations.

**Key Contract Risk:**

HUD holds the County accountable for ensuring that federal funds expended are for eligible costs and could require repayment by the County, with non-federal funds, for ineligible expenses. For those projects to be implemented by other County departments, HCD administratively executes a Memorandum of Understanding (MOU). The County could be subject to repaying federal funds, from non-federal source(s), if HUD finds that the County expended funds inconsistent with regulations or otherwise did not comply with federal requirements. Real property improved, in whole or in part with CDBG funds, must

continue to meet a CDBG National Objective for a period of at least five (5) years. Failure to meet the five-year period may result in County repayment of the CDBG funds expended plus a percentage of the increase in market value attributable to the investment of CDBG funds. HCD monitors the financial condition and the use of real property for the duration of the required periods.

**Fiscal and Facilities Impacts:**

CDBG funds are allocated to the County on an annual basis from HUD. Federal CDBG funds are awarded to the County as grants. Twenty-percent (20%) of the CDBG grant may be used to cover County costs to administer the federal programs. County general funds are used for a portion of HCD administrative expenses; however, no County funds are being used to fund the approved projects.

**Fiscal Analysis:**

Federal				\$	232,000.00
Fees					
Other:					
<b>Total</b>	\$	-	\$	-	\$ <b>232,000.00</b>

**Staffing Impacts:**

The federal programs are administered by existing HCD staff.

**Special Instructions:**

Please provide a copy of the Minute Order to [eteyber@co.santa-barbara.ca.us](mailto:eteyber@co.santa-barbara.ca.us)

**Attachments:**

Attachment A: Draft FY 2018-19 Substantial Action Plan Amendment  
Attachment B: 6/19/18 Minute Order

**Authored by:**

Ted Teyber, Senior Housing Program Specialist  
cc: Laurie Baker, Grants and Program Manager