



**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:** May 13, 2025  
**Placement:** Departmental Agenda  
**Estimated Time:** 60 minutes  
**Continued Item:** No  
**If Yes, date from:** N/A  
**Vote Required:** Majority

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**TO:** Board of Supervisors  
**FROM:** Department Director(s): Jesús Armas, Community Services Department (CSD)  
Contact Info: Lucille Boss, Housing Programs Manager  
**SUBJECT:** Approval of: Consolidated Plan, Action Plan, Citizen Participation Plan, Regional Analysis of Impediments to Fair Housing Choice, and Funding Recommendations

DS  
JA

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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) Receive and file a staff report on the draft Santa Barbara County 2025-29 Consolidated Plan (Attachment A), draft Analysis of Impediments to Fair Housing Choice (AI) (Attachment B), draft Citizen Participation Plan (CPP) (Attachment C), and the 2025-26 Action Plan (Attachment D), which includes recommendations for award of Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) funds for FY 2025-26;
- b) Consider public comments received on the draft 2025-29 Consolidated Plan, draft 2025-26 Action Plan, draft Citizen Participation Plan, and draft AI during the thirty (30) day public comment period, which commenced on April 11, 2025 and concludes at the end of today's public hearing on this item;
- c) Approve CDBG and HOME funding awards as recommended and direct staff to include the awards in the FY 2025 Action Plan;
- d) Approve the Contingency Plans for CDBG funding awards as outlined herein, if the actual FY 2025 HUD allocation is greater or less than the amount estimated;
- e) Adopt a Resolution authorizing submittal of the final Santa Barbara County 2025-29 Consolidated Plan, AI, CPP, and 2025-26 Action Plan to the U.S. Department of Housing and Urban Development (HUD) (Attachment D);

- f) Direct staff to finalize the draft 2025-29 Consolidated Plan, draft AI, draft Citizen Participation Plan, and draft FY 2025-26 Action Plan by revising to reflect any direction provided by the Board and adding any public comments and submit them to HUD;
- g) Authorize the County Executive Officer or her designee to execute all certifications, standard forms, and other related documents required for the acceptance and administration of FY 2025 CDBG and HOME funds, and acceptance and administration thereof;
- h) Receive and file recommendations for award of State Permanent Local Housing Allocation (PLHA) funding for 2025-26, and Human Services Commission (HSC) funding for FY 2025-26 and FY 2026-27;
- i) Approve PLHA and HSC funding awards as recommended;
- j) Determine that the above 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 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.

**Summary Text:**

The 2025-2029 Five-Year Consolidated Plan for the County of Santa Barbara is a comprehensive assessment of local housing and community development needs and establishes priorities, objectives, and strategies for addressing these needs from the period of July 1, 2025 through June 30, 2030. In addition to funding addressed in the Consolidated Plan, the Community Services Department administers State Permanent Local Housing Allocation (PLHA) and Human Services Commission (HSC) funding, with goals and actions that align with the Consolidated Plan. These documents and funding recommendations are subject to Board consideration and approval today.

**Background:**

In accordance with HUD requirements, the County has developed a five-year Consolidated Plan to guide all community development funds (CDBG and HOME) allocated to the County by HUD. Each year, the County prepares an Annual Action Plan that implements the Consolidated Plan goals and includes projects utilizing CDBG and HOME funds.

To help determine community development housing and service funding priorities, analyze projects, and develop recommendations to the Board, County staff lead and participated in multiple consortiums and committees, including: the CDBG Urban County, the HOME Consortium, the PLHA Consortium, the Capital Loan Committee, and the Human Services Commission.

In November 2024, CSD published a Notice of Funding Availability (NOFA) announcing the availability of the funds described above for projects and programs that serve County residents. In response to this NOFA, approximately \$8 million in requests for housing, community development, and public/human services funding were received, exceeding the estimated \$5.7 million available for allocation.

**Consolidated Plan, Annual Action Plan, Regional Analysis of Impediments to Fair Housing Choice, and Citizen Participation Plan**

From 2020-2024, the investment of HUD funds enabled the County and its partners to: expand affordable housing; assist homeless individuals/families and at risk of homelessness; assist non-homeless special needs populations; build community infrastructure and service capacity; and promote economic development. These efforts resulted in meaningful impacts for residents, particularly low- and moderate-income households. The successes and lessons learned from these

programs helped serve as the foundation for the strategies outlined in the proposed 2025-2029 Consolidated Plan.

The 2025-2029 Consolidated Plan is grounded in a comprehensive, data-driven needs assessment and market analysis, combined with insights gathered from residents, community organizations, and other local stakeholders. This process resulted in the identification of seven high-priority needs to be addressed over the next five-year period. Each goal is tied to specific outcome indicators which allow the County to track progress, assess performance, and evaluate the impact of HUD-funded activities. Further, the Plan aligns with the County Housing Element’s goals and objectives related to affordable housing development.

The following table summarizes the goals, priority needs, and expected five-year outcomes.

*Table 1: Strategic planning summary*

<b>Goal Name</b>	<b>Need(s) Addressed</b>	<b>Five Year Goal Outcome Indicator</b>
Affordable Housing <i>Category: Affordable Housing</i>	<ul style="list-style-type: none"> <li>• Increase the supply of affordable housing</li> <li>• Preserve the supply of affordable housing</li> <li>• Ensure equal access to housing opportunities</li> </ul>	<ul style="list-style-type: none"> <li>• Tenant-based Rental Assistance: 750 Households Assisted</li> <li>• Rental housing added: 60 Households / Housing Units</li> <li>• Homeowner housing added: 4 Households / Housing Units</li> <li>• Homeowner housing rehabilitated: 100 Households / Housing Units</li> </ul>
Homeless Services <i>Category: Homeless</i>	<ul style="list-style-type: none"> <li>• Prevent and reduce homelessness</li> </ul>	<ul style="list-style-type: none"> <li>• Public service activities other than Low/Mod Income Housing Benefit: 4,100 Persons Assisted</li> </ul>
Public Services <i>Category: Non-Housing Community Development</i>	<ul style="list-style-type: none"> <li>• Enhance public services for Low-to-Moderate Income residents</li> </ul>	<ul style="list-style-type: none"> <li>• Public service activities other than Low/Moderate Income Housing Benefit: 3,380 Persons Assisted</li> </ul>
Public Facilities & Infrastructure Improvements <i>Category: Non-Housing Community Development</i>	<ul style="list-style-type: none"> <li>• Address material barriers to accessibility</li> <li>• Improve public facilities and infrastructure</li> </ul>	<ul style="list-style-type: none"> <li>• Public facility or infrastructure activities other than Low/Mod Income Housing Benefit: 50,000 Persons Assisted</li> </ul>

Attachments A-C provide the detail for three critical efforts in planning and executing our 5-Year Consolidated Plan: *The Regional Analysis of Impediments to Fair Housing Choice (AI)*, *The Citizen Participation Plan (CPP)* and *the Annual Action Plan (AAP)*. The Analysis of Impediments to Fair Housing Choice (AI) examines progress toward eliminating housing discrimination while providing equal access to housing opportunity, while the CCP sets forth the County’s policies and procedures for providing community members with opportunities to participate in the planning and evaluation of CDBG and HOME projects, programs, and activities. The AAP, which the County is required to submit each year, reflects the annual allocation and grant awards made to qualifying organizations operating in Santa Barbara County. The Action Plan represents the County’s formal annual grant application to HUD for HOME and CDBG funding.

### *Community Development Block Grant (CDBG)*

CDBG is a flexible federal block grant designed to address a wide range of housing and community development needs. To qualify for CDBG funding, each activity must meet one of the following three objectives: provide benefit to low- and moderate-income persons; prevent or eliminate slums and blight; or address an urgent community development need (usually the result of a natural disaster or public health emergency). For the 2025-2026 program year, the County anticipates receiving approximately \$1.1 million in CDBG. When combined with program income and available prior year resources, the 2025-2026 Action Plan will allocate a total of \$1.4 million in CDBG funds to support the eligible activities to be implemented from July 1, 2025, through June 30, 2026. CDBG Capital project funding recommendations are made to the Board by the CLC, and CDBG Public Services funding recommendations are made to the Board by the HSC and, for its sub-allocation, the City of Carpinteria. The funding recommendations for FY 2025-2026 appear in Attachment E, Table 1, Community Development Block Grant (CDBG) funding recommendations.

### *HOME Investment Partnerships (HOME) Program funding recommendations*

The HOME program represents the largest federal funding allocation dedicated to affordable housing development each year. Its intent is to increase the supply of safe and affordable housing for low- and moderate-income households, and is implemented in collaboration with non-profit housing developers, public agencies, and private entities, including HUD-designated Community Housing Development Organizations (CHDOs). Eligible activities supported by HOME funds include new construction, acquisition, and rehabilitation of affordable housing; homebuyer assistance programs; and tenant-based rental assistance. For the 2025-2026 program year, the County anticipates receiving approximately \$1.1 million in HOME. When combined with program income and available prior year resources, the 2025-2026 Action Plan will allocate a total of \$6.3 million in HOME to support the eligible activities from July 1, 2025, through June 30, 2026. HOME funding recommendations are made to the Board by the CLC. The funding recommendations for FY 2025-2026 are detailed in Attachment E, Table 2, HOME funding recommendations.

### *PLHA*

California's Building Homes and Jobs Act, enacted in 2017, established the PLHA program, which is intended to increase the supply of affordable housing throughout California. The County and the cities of Goleta and Santa Maria currently participate in the PLHA Consortium. The Consortium identified four Eligible Activities and assigned percentages of Consortium funds to allocate to each, which are included in the PLHA Five-Year Plan. PLHA funding will be awarded for County FY 2025-2026 (July 1, 2025 – June 30, 2026). Funding is subject to annual allocation; the estimated funding available through the most recent NOFA is detailed in Attachment E, Table 3, Estimated PLHA funding available. PLHA funding recommendations are made to the Board by the PLHA Consortium and may also be vetted by the CLC. The funding recommendations for FY 2025-2026 are detailed in Attachment E, Table 4, PLHA funding recommendations.

### *HSC*

For over a decade, the HSC has recommended approximately \$1 million in General Fund awards for human services activities throughout the county on an annual basis. In the past few years, the Board directed staff to allocate \$30,000 of Human Services General Funds, on an annual basis, to Community Action Commission dba CommUnify for 2-1-1 operations; this contract is managed by the county's Department of Social Services, and the allocation has increased in recent years. The remaining funding recommendations are made to the Board by HSC's Allocations Committee. In response to the FY 2025-26 NOFA, over 90 applications were received, totaling greater than \$4 million in requests. The funding recommendations are detailed in Attachment E, Table 5, HSC General Fund recommendations.

**Performance Measures:**

Subrecipients are required to report on the number of persons served, their income level, and other demographic information on a quarterly basis. Subrecipients must also provide documentation supporting expenditures of agency funds and confirm cost-eligibility of expenses subject to reimbursement with state and federal funds. For capital and housing development projects, CSD staff monitors 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. CSD staff monitors the performance of all subrecipients, and conducts annual monitoring of facilities improved with state and federal funds 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. The subrecipients have track records of having successfully operated state- and federally-funded projects in the past which have had similar regulatory and administrative requirements. The County will only reimburse subrecipients for costs that are actually incurred, eligible for reimbursement under the appropriate agreements, and documented in a manner acceptable to CSD.

**Contract Renewals:**

Consistent with past practice, CDBG Public Services and HSC General Fund agreements will note the Community Services Department Director is authorized to approve at their discretion and execute amendments to renew the agreements for FY 2026-2027; this renewal is subject to continued appropriation of grant funds and grantee's satisfactory performance.

**Fiscal and Facilities Impacts:**

It should be noted that compared to prior years, there is a greater degree of uncertainty with regard to funding levels for both the CDBG and HOME programs. The funding levels recommended in this Letter reflect best available information, but final amounts remain unknown at this time.

If the actual amount of CDBG Public Services funding awarded is less than projected here, the deduction in funding will be divided equally among the organizations; and, if the actual amount of CDBG Public Services funding awarded is greater than projected here, the additional funds will be dedicated to future CDBG Capital projects. If the actual amount of CDBG Capital funding awarded is less than projected, uncommitted funds (from prior year CDBG Capital awards) can be utilized. If the actual HOME funding amount is less than projected, uncommitted funds and estimated program income from previous years in HOME funding can be utilized.

If current federal funding review processes determine that a significant reduction of funding should occur in any of these sources, the most impacted category of recommended allocations would be CDBG Capital Projects. All other funding source allocations can be addressed either by previous year reserves or other funding sources. In response to any significant loss in CDBG Capital Projects for the coming fiscal year, however, staff would reconvene the Capital Loan Committee and Human Services Commission to reevaluate all projects funded by this source within the scope of the new, reduced amount.

County HCD retains 10% of HOME and 20% of CDBG funds for respective program administration. The cost of preparing the Action Plan and related documents are included in HCD's annual budgets. CSD assumes responsibility for the administration of PLHA and HSC funds in accordance with all local, federal and state requirements governing the use of such funds.

**Fiscal Analysis:**

<b>Funding Source</b>	<b>FY 2025-26</b>
General Fund: HSC	\$955,000
State: PLHA Activity 1	\$453,700
State: PLHA Activity 2	\$345,000
State: PLHA Activity 9	\$300,000
State: PLHA Activity 6	\$200,000
Federal: HOME	\$3,511,030
Federal: CDBG Capital	\$802,311
Federal: CDBG Public Services	\$163,726
<b>Total</b>	<b>\$6,730,767</b>

**Staffing Impacts:**

N/A

**Special Instructions:**

After Board action, please return the following to Lucille Boss by email to [LBoss@countyofsb.org](mailto:LBoss@countyofsb.org):

1. Executed Authorizing Resolution
2. Minute Order

**Attachments:**

**Attachment A** – Draft 2025-29 Consolidated Plan and Action Plan

**Attachment B** – Draft Analysis of Impediments to Fair Housing Choice

**Attachment C** – Draft Citizen Participation Plan

**Attachment D** – Authorizing Resolution

**Attachment E** – Funding Recommendations

**Authored by:**

Lucille Boss  
 Housing Programs Manager  
[LBoss@countyofsb.org](mailto:LBoss@countyofsb.org)



# County of Santa Barbara

## BOARD OF SUPERVISORS

### Minute Order

May 13, 2025

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**Present:** 4 - Supervisor Lee, Supervisor Capps, Supervisor Hartmann, and Supervisor Nelson  
**Absent:** 1 - Supervisor Lavagnino

COMMUNITY SERVICES DEPARTMENT

File Reference No. 25-00392

**RE:** HEARING - Consider recommendations regarding the Consolidated Plan, Action Plan, Citizen Participation Plan (CPP), Regional Analysis of Impediments to Fair Housing Choice (AI), and Funding Recommendations, as follows: (EST. TIME: 1 HR.)

- a) Receive and file a staff report on the draft Santa Barbara County 2025-2029 Consolidated Plan, draft AI, draft CPP, and the 2025-2026 Action Plan, which includes recommendations for award of Community Development Block Grant (CDBG) and HOME Investment Partnership (HOME) funds for Fiscal Years (FYs) 2025-2026;
- b) Consider public comments received on the draft 2025-2029 Consolidated Plan, draft 2025-2026 Action Plan, draft CPP, and draft AI during the thirty (30) day public comment period, which commenced on April 11, 2025 and concludes at the end of today's public hearing on this item;
- c) Approve CDBG and HOME funding awards as recommended and direct staff to include the awards in the FY 2025 Action Plan;
- d) Approve the Contingency Plans for CDBG funding awards as outlined, if the actual FY 2025 U.S. Department of Housing and Urban Development (HUD) allocation is greater or less than the amount estimated;
- e) Adopt a Resolution authorizing submittal of the final Santa Barbara County 2025-2029 Consolidated Plan, AI, CPP, and 2025-2026 Action Plan to the HUD;
- f) Direct staff to finalize the draft 2025-2029 Consolidated Plan, draft AI, draft CPP, and draft FY 2025-2026 Action Plan by revising to reflect any direction provided by the Board and adding any public comments and submit them to HUD;
- g) Authorize the County Executive Officer or her designee to execute all certifications, standard forms, and other related documents required for the acceptance and administration of FY 2025 CDBG and HOME funds, and acceptance and administration thereof;
- h) Receive and file recommendations for award of State Permanent Local Housing Allocation (PLHA) funding for 2025-2026, and Human Services Commission (HSC) funding for FY



# County of Santa Barbara BOARD OF SUPERVISORS

## Minute Order

May 13, 2025

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2025-2026 and FY 2026-2027;

i) Approve PLHA and HSC funding awards as recommended; and

j) Determine that the above 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 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.

COUNTY EXECUTIVE OFFICER'S RECOMMENDATION: POLICY

*HEARING TIME: 10:50 AM - 11:23 AM (33 MIN.)*

**Received and filed staff presentation and conducted a public hearing.**

**Cora Patton, Patricia Keelean, and Eloisa Chavez addressed the Board.**

**A motion was made by Supervisor Nelson, seconded by Supervisor Hartmann, that this matter be acted on as follows:**

**a) Received and filed;**

**b) Considered;**

**c) and d) Approved;**

**e) Adopted;**

**RESOLUTION NO. 25-110**

**f) Directed;**

**g) Authorized;**

**h) Received and filed; and**

**i) and j) Approved.**

**The motion carried by the following vote:**



# County of Santa Barbara

## BOARD OF SUPERVISORS

### Minute Order

May 13, 2025

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**Ayes:** 4 - Supervisor Lee, Supervisor Capps, Supervisor Hartmann, and Supervisor Nelson

**Absent:** 1 - Supervisor Lavagnino