

HOUSING AUTHORITY OF THE CITY OF NAPA  
**AGENDA REPORT**

CONSENT CALENDAR  
AGENDA ITEM 4.B.  
Date: October 04, 2016

To: Honorable Chair and Commissioners

From: Rick Tooker, Community Development Director

Prepared by: Lark Ferrell, Housing Manager

Subject: Intergovernmental Services Agreement with the City of American Canyon

**ISSUE STATEMENT:**

Adopt a resolution authorizing the Deputy Director to execute the Intergovernmental Services Agreement with the City of American Canyon for CDBG grant administration services and determine that the recommended action is not subject to CEQA.

**DISCUSSION:**

Since fiscal year 2007-2008, the Housing Authority staff has provided a variety of housing services to the City of American Canyon. The City of American Canyon received a \$1,000,000 State Community Development Block Grant (CDBG) grant for off-site improvements associated with the proposed Valley View Senior Homes affordable housing project. This project will provide 70 units of affordable housing for seniors with 21 of the units set aside for Veterans. The project will also include 17 project-based Section 8 VASH vouchers and 17 non-VASH project-based Section 8 vouchers.

Because the Housing Authority has extensive experience administering State and federal housing grants, including several current grants in American Canyon, the City of American Canyon has asked the Housing Authority to provide grant administration services for this new CDBG grant. CDBG grant administration is beyond the scope of the City of American Canyon's existing Housing Services Agreement with the Housing Authority, therefore a separate agreement is needed. Under the terms of the proposed Intergovernmental Services Agreement (attached as Exhibit A to the Resolution), the Housing Authority would provide grant administration services. The Housing Authority would be reimbursed on a time and materials basis for costs incurred up to \$20,000.

**FINANCIAL IMPACTS:**

The Intergovernmental Service Agreement will provide revenue to the Local Housing Fund (84601-34101) by up to \$20,000. It is expected that the Housing Authority will receive approximately \$10,000 each year in FY 2016-17 and 2017-18. The revenue from this Agreement is included in the current fiscal year's budget.

**CEQA:**

The Deputy Director has determined that the Recommended Action described in this Agenda Report is not subject to CEQA, pursuant to CEQA Guidelines Section 15060(c).

**DOCUMENTS ATTACHED:**

1. Attachment 1: Resolution authorizing an Intergovernmental Services Agreement with Exhibit "A"

**NOTIFICATION:**

City of American Canyon and Satellite Affordable Housing Associates were notified of this agenda item.

**RECOMMENDED ACTION:**

Staff recommends that the Authority Board move, second and approve each of the actions set forth below, in the form of the following motion. Move to:

Adopt a resolution authorizing the Deputy Director to execute the Intergovernmental Services Agreement with the City of American Canyon for CDBG grant administration.