



Staff Reports

File #: 932-2017, **Version:** 1

To: Honorable Chair and Commissioners

From: Rick Tooker, Community Development Director

Prepared By: Andrea Clark, Affordable Housing Representative

TITLE:

Affordable Housing Rehabilitation Services Provided to the City of St. Helena

RECOMMENDED ACTION:

Adopt a resolution authorizing the execution of an Intergovernmental Agreement to Provide Services to the City of St. Helena for HOME Program activity delivery and grant administration services.

DISCUSSION:

Since fiscal year 2007-2008, the Housing Authority staff has provided a variety of housing services to the City of St. Helena. The City of St. Helena received a \$500,000 State HOME Investment Partnerships Program Grant (HOME) grant for owner-occupied residential rehabilitation program, which will assist low-income homeowners whose primary residences are in need of repairs, improvements or reconstruction necessary to meet federal, state and local building codes.

The Housing Authority has extensive experience both in operating housing rehab programs and administering State and Federal housing grants. The City of St. Helena has asked the Housing Authority to operate the City of St. Helena's HOME-funded rehab program and provide grant administration for this new grant. Both the delivery of an owner-occupied rehab loan program and the associated grant administration are beyond the scope of the City of St. Helena's existing Housing Services Agreement with the Housing Authority. Therefore, a separate agreement is needed. Under the terms of the proposed HOME Program Intergovernmental Agreement for Services agreement (attached as Exhibit A to the Resolution), the Housing Authority would operate the HOME-funded rehab program and provide the associated grant administration services for the City of St. Helena. The Housing Authority would be reimbursed on a time and materials basis for up to \$8,333 for grant administration and up to \$94,354 in activity delivery costs for a total of \$102,687 over the next two years.

FINANCIAL IMPACTS:

The Intergovernmental Service Agreement would provide revenue to the Local Housing Fund (84601-34101) by a total of up to \$102,687 over the next two fiscal years.

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:

ATCH 1 - Resolution authorizing an Intergovernmental Services Agreement

EX A - Intergovernmental Agreement for Services Agreement

NOTIFICATION:

The City of St. Helena was notified of this agenda item.