



Staff Reports

File #: 1287-2018, **Version:** 1

To: Honorable Chair and Commissioners

From: Rick Tooker, Community Development Director

Prepared By: Andrea Clark, Affordable Housing Representative

TITLE:

Intergovernmental Agreement with the City of American Canyon for Services for HOME Program Grant Administration and Activity Delivery

RECOMMENDED ACTION:

Adopt a resolution authorizing the Deputy Director to execute the Intergovernmental Agreement for Services with the City of American Canyon for HOME Program grant administration services and activity delivery.

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 HOME Investment Partnerships Program (HOME) grant to fund a down payment assistance program and an owner-occupied residential rehabilitation loan program. The down payment assistance program will assist low-income first time homebuyers purchase a home within the city limits of American Canyon. The owner-occupied residential rehabilitation program will assist low-income homeowners whose primary residences are in need of repairs or improvements to meet federal, state, and local building codes.

The Housing Authority has extensive experience both in operating down payment assistance and housing rehabilitation programs and in administering State and federal housing grants. The Housing Authority provided similar services to the City of American Canyon for its previous HOME grant from 2014 through 2017. The City of American Canyon has asked the Housing Authority to operate down payment assistance and rehab programs and provide grant administration for this new grant. These grant-associated services are beyond the scope of the City of American Canyon's existing Housing Services Agreement with the Housing Authority. Therefore, a separate agreement is needed. The Housing Authority would be reimbursed on a time and materials basis for up to \$16,667 for grant administration and up to \$106,000 for activity delivery, for a total of up to \$122,667, over the next three years.

FINANCIAL IMPACTS:

The Intergovernmental Service Agreement would provide revenue to the Local Housing Fund (84601-34101) by a total of up to \$122,667 over the next three fiscal years. This amount has been included in the Fiscal Year 2018/2019 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:

ATCH 1 - Resolution authorizing an Intergovernmental Agreement for Services

EX "A" - Intergovernmental Agreement for Services

NOTIFICATION:

City of American Canyon was notified of this agenda item.