



Staff Reports

File #: 136-2020, **Version:** 1

To: Honorable Chair and Commissioners

From: Vincent Smith, Community Development Director

Prepared By: Andrea Clark, Affordable Housing Representative

TITLE:
HOME Agreement for Services with the Town of Yountville

RECOMMENDED ACTION:

Authorize the Deputy Director to execute the HOME Program Intergovernmental Agreement for Services with the Town of Yountville pursuant to which the Authority will provide HOME Program grant administration services and activity delivery to the Town of Yountville over a five-year term for an amount of up to \$360,000.

DISCUSSION:

Since fiscal year 2007-2008, the Housing Authority has provided a variety of housing services to the Town of Yountville, including administration of State housing grants. The Town of Yountville was awarded a 2018 State HOME Investment Partnerships Program Grant (HOME) in the amount of \$500,000 to fund its owner-occupied residential rehabilitation loan program. In recognition of the significant and urgent need for rental assistance as a result of the COVID-19 pandemic, the Town will be amending its grant agreement to add a tenant based rental assistance program. Preference for the rental assistance will be given to households in Yountville who have been economically affected by the COVID-19 pandemic and can lease in place.

The Housing Authority has extensive experience both in operating housing rehabilitation and rental assistance programs and in administering State and Federal housing grants. The Housing Authority operated the Town's 2014 HOME grant from August 1, 2015 to July 31, 2018. The Town of Yountville has requested the Housing Authority to operate the Town of Yountville's HOME-funded housing rehab and rental assistance programs and provide grant administration for this new grant. Both the delivery of a housing rehab and rental assistance programs and the associated grant administration are beyond the scope of the Town of Yountville's existing Housing Services Agreement with the Housing Authority. Therefore, a separate agreement is needed.

Under the terms of the HOME Program Intergovernmental Agreement for Services (the "Agreement" and attached as Attachment 1), the Housing Authority would operate the HOME-funded housing rehab and rental assistance programs and provide the associated grant administration services for the Town of Yountville. The Housing Authority would be reimbursed for the rental assistance payments issued on behalf of the Town of Yountville in the approximate total amount of \$237,500. Additionally, the Authority would be paid on a time and materials basis for up to \$20,000 for grant administration services and up to \$102,500 for activity delivery services for a total payment of up to

\$360,000 over the next five years. Payments made for rehabilitation of homes through the owner-occupied residential rehabilitation loan program would be paid directly by the Town of Yountville and are not included in the Agreement.

FINANCIAL IMPACTS:

The Agreement would provide revenue to the Local Housing Fund (84601-34101) of \$122,500 over the next five fiscal years. This amount has been included in the Fiscal Year 2020-21 budget. The additional \$237,500 that the Authority would receive under the Agreement is a reimbursement to the Housing Authority for expenses and is included in the Fiscal Year 2020-21 budget.

CEQA:

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

DOCUMENTS ATTACHED:

ATCH 1 - HOME Program Intergovernmental Agreement for Services

NOTIFICATION:

Town of Yountville was notified of the agenda item.