



A Tradition of Stewardship
A Commitment to Service

Agenda Date: 12/17/2019

Agenda Placement: 6P

NAPA COUNTY BOARD OF SUPERVISORS Board Agenda Letter

TO: Board of Supervisors

FROM: Minh Tran - County Executive Officer
Housing and Homeless Services

REPORT BY: Nancy Johnson, Housing and Community Development Program Manager - 707-299-1352

SUBJECT: Approval of a contract with Solano-Napa Habitat for Humanity to provide housing rehabilitation services

RECOMMENDATION

Director of Housing and Homeless Services requests approval of and authorization for the Chair to sign an agreement with Solano-Napa Habitat for Humanity for a maximum of \$250,000 for the term December 17, 2019 through June 30, 2020, with a provision for an automatic renewal on a fiscal year basis, for housing rehabilitation of properties in the unincorporated area for low income occupants.

EXECUTIVE SUMMARY

Napa County's current Housing Element includes a policy for the County to implement a housing rehabilitation program to assist low income property owners and landlords of deed restricted units to maintain occupants in the unit and at an affordable level.

The County does not have the capacity to operate this program that may be utilized on a case by case basis. Solano-Napa Habitat for Humanity has agreed to enter in to a contract for rehabilitation services for residents in the unincorporated area that are considered at or below income. This allows low income occupants to maintain their existing housing, particularly as they age and become income restricted.

This agreement will allow housing staff to refer clients to Habitat for Humanity for rehabilitation assistance. Habitat for Humanity will work with County staff to ensure the appropriate documentation and deed restrictions are put in place and will charge the County a 15% administrative fee for services.

FISCAL & STRATEGIC PLAN IMPACT

Is there a Fiscal Impact?	Yes
Is it currently budgeted?	No
What is the revenue source?	Affordable Housing Funds
Is it Mandatory or Discretionary?	Mandatory
Is the general fund affected?	No
Future fiscal impact:	This agreement will extend on a per fiscal year basis.
Consequences if not approved:	If this item is not approved, the County will not be able to report compliance with the current Housing Element as it will not offer a housing rehabilitation program.
County Strategic Plan pillar addressed:	Healthy, Safe, and Welcoming Place to Live, Work, and Visit
Additional Information:	

ENVIRONMENTAL IMPACT

ENVIRONMENTAL DETERMINATION: The proposed action is not a project as defined by 14 California Code of Regulations 15378 (State CEQA Guidelines) and therefore CEQA is not applicable.

BACKGROUND AND DISCUSSION

The County's Housing Element includes the following regarding residential rehabilitation:

- l H-1a: Continue to inspect housing in response to complaints, and work with property owners to bring units up to current housing code standards.
- l H-1b: To the extent permitted by law, implement a program to enable non-profit organizations to apply for the use of up to 10 percent of new funds annually (deposited into the Affordable Housing Fund) to fund project and programs designed to correct health and safety hazards in owner-occupied and renter-occupied housing that is reserved for low, very low or extremely low-income households.

The County has not yet implemented these programs and needs to create a program before 2022 to ensure Housing Element compliance. Habitat for Humanity has worked with Napa County on rehabilitation projects for lower income occupants following the 2017 earthquake and the 2019 wildfires. Habitat for Humanity has agreed to provide the services to rehabilitate units currently occupied by lower income individuals/families to ensure the preservation of existing affordable housing in the unincorporated area. The funding will come from the Affordable Housing Fund.

As with all County contracts, Habitat will only be paid for services rendered. Habitat for Humanity will work directly with referrals from the County and work with County staff to ensure that the appropriate documentation and deed restrictions are put in place prior to commencing rehabilitation work. While most services will be rehabilitation through construction projects, this agreement allows for the replacement of mobile homes when the age of the mobile home exceeds the useful life of the unit or it more cost efficient to replace the unit.

The Napa County Housing Commission recommended approval of the contract with Solano-Napa Habitat for

Humanity for residential rehabilitation.

SUPPORTING DOCUMENTS

None

CEO Recommendation: Approve

Reviewed By: Helene Franchi