



COUNTY *of* VENTURA

COUNTY EXECUTIVE OFFICE
SEVET JOHNSON, PsyD
County Executive Officer

Mike Pettit
Assistant County Executive Officer

May 14, 2024

Board of Supervisors
County of Ventura
800 South Victoria Avenue
Ventura, CA 93009

SUBJECT: Conduct a Public Hearing to Solicit Comments on an Amendment to the County of Ventura Permanent Local Housing Allocation ("PLHA") Plan; Approve the Amended PLHA Plan and Authorize the County Executive Officer to Submit the Amended Plan to the State of California Department of Housing and Community Development ("HCD"); Adopt Resolutions Allocating a Combined Total of \$588,176 in PLHA Funds as Grant Funding to Mesa Independent Living and Allocating a Combined Total of \$300,000 in PLHA Funds as Grant Funding to the Ventura County Community Development Corporation, Plus a 5 Percent Administrative Allowance; Authorize Administrative Amendments to the County of Ventura PLHA Plan to Facilitate the Funding Recommendations; Authorize the County Executive Officer to Execute Agreements and Grant Related Documents; Adopt a Resolution to Apply for and Accept the County of Ventura's Allocation of PLHA funds under the 2023 Notice of Funding Availability in an Amount not to Exceed \$737,056 and Authorize Execution of the PLHA Application, Amendment to the Standard Agreement to Reflect the Funds, and other Documents Required by HCD; and Adopt a Resolution to Apply for and Accept the City of Thousand Oaks' Allocation of PLHA funds under the 2022 and 2023 Notices of Funding Availability in an Amount not to Exceed \$506,368 and \$253,793 Respectively, and Authorize Execution of the PLHA Application, Amendment to the Standard Agreement to Reflect the Funds, and other Documents Required by HCD.

RECOMMENDATIONS:

It is recommended that your Board:

1. Conduct a public hearing to solicit comments on an amendment to the County of Ventura Permanent Local Housing Allocation ("PLHA") Plan (Exhibit 1);

2. Approve the amended PLHA Plan and authorize the County Executive Officer ("CEO"), or their designee, to submit the amended PLHA Plan to the State of California Department of Housing and Community Development ("HCD");
3. Adopt a resolution (Exhibit 2) allocating \$437,056.00 in PLHA funds as grant funding to Mesa Independent Living and allocating \$263,148 in PLHA funds as grant funding to Ventura County Community Development Corporation, plus a 5% administrative allowance;
4. Adopt a resolution (Exhibit 3) allocating previous year's (2020 and 2021) PLHA funds in the aggregate amount of \$151,120 as grant funding to Mesa Independent Living and \$36,852 as grant funding to Ventura County Community Development Corporation, plus up to a 5% administrative allowance.
5. Authorize administrative amendments to the County of Ventura PLHA Plan to facilitate the previous year's (2020 and 2021) PLHA funding recommendations contained in Exhibit 3;
6. Authorize the CEO, or designee, to execute agreements and grant related documents including, but not limited to, real estate instruments (deeds of trust, promissory notes, affordability covenants, loan documents, purchase and subordination agreements) and consultant services contracts, subject to review and approval by County Counsel as to form for those projects identified in the resolutions (Exhibits 2 and 3);
7. Adopt a resolution (Exhibit 4) to apply for and accept the County of Ventura's allocation of PLHA funds under the 2023 Notice of Funding Availability in an amount not to exceed \$737,056 and authorize execution of the PLHA application, amendment to the Standard Agreement to reflect the funds, and other documents required by HCD; and
8. Adopt a resolution (Exhibit 5) to apply for and accept the City of Thousand Oaks' allocation of PLHA funds under the 2022 and 2023 Notices of Funding Availability in an amount not to exceed \$506,368 and \$253,793 respectively, subject to the City's receipt of an approved Housing Element from HCD, and authorize execution of the PLHA application, amendment to the Standard Agreements to reflect the funds, and other documents required by HCD.

FISCAL/MANDATES IMPACT:

Mandatory:	No
Source of Funding:	CA Department of Housing and Community Development
Funding Match Required:	None

Impact on Other Departments: None

<u>Summary of Revenues and Costs:</u>		<u>FY 2023-24</u>	<u>FY 2024-25</u>
Revenues:		\$ 0	\$1,497,217
Costs:			
Direct		\$ 0	\$1,497,217
Indirect-Dept		\$ 0	\$ 0
Indirect-County CAP		\$ 0	\$ 0
Total Cost		\$ 0	\$ 0
Net County Cost		\$ 0	\$ 0
Recovered Indirect Costs		\$ 0	\$ 0

FY 2023-24 Budget Projection for HUD HOME Grant Program – Division 1210				
	Adopted Budget	Adjusted Budget	Projected Budget	Estimated Savings/(Deficit)
Appropriations	\$ 3,503,886	\$ 13,469,541	\$ 13,469,541	\$ 0
Revenue	\$ 3,503,886	\$ 12,558,591	\$ 12,558,591	\$ 0
Net Cost	\$ 0	\$ 910,950	\$ 910,950	\$ 0

The County's FY24-25 preliminary budget has sufficient appropriations (expense and revenue) to cover these recommendations.

VENTURA COUNTY STRATEGIC PLAN:

Strategic Priorities:

- Reliable Infrastructure and Sustainability
- Address Homelessness and Lift Up the Most Vulnerable

The recommendations presented above will expand affordable housing options and availability and provide interim/transitional housing options for persons experiencing homelessness.

BACKGROUND:

In 2017, Senate Bill 2 (the Building Homes and Jobs Act) created the PLHA program. The primary goal of the PLHA program, administered by HCD, is to create a permanent source of funding available to eligible local governments in California for housing-related projects and programs to address unmet housing needs in their local communities. On June 16, 2020, your Board approved a resolution adopting the County's PLHA Plans

for the County's allocation of funding as well as the City of Thousand Oaks' allocation of funding, which the City delegated to the County for administration. The approved PLHA Plans encompass a variety of eligible PLHA activities including: Capital Development – Rental Housing, Contribution to Local/Regional Housing Trust Fund, and Capital Development – Affordable Ownership Workforce Housing. On May 3, 2022, your Board amended the PLHA Plan for the County of Ventura's allocation to include Assisting Persons Experiencing or At-Risk of Homelessness as an activity under the PLHA Plan.

DISCUSSION:

To further the goals of the PLHA program, a project solicitation was opened in tandem with the County's funding cycle for HUD Funding (Community Development Block Grant and HOME Investments Partnerships Program). Under this funding cycle, the County proposed to allocate funds from the current year (2022) as well as funds available from previous year's allocations (2020 and 2021). Three applicants submitted applications requesting PLHA funds. Upon review of the applications, the requested amount of funding was more than double the available amount of funding, with one of the applications (College Community Courts) representing a project located in an adjacent city which receives its own direct allocation of PLHA funding. While this project is not recommended for funding with PLHA funds, your Board approved an allocation of County General Funds to support College Community Courts on March 12, 2024. PLHA funding from the County's 2022 allocation is recommended for two of the three applicants, as described in the table below.

Project Name & Applicant	Recommended Funding	Comments
Mesa Ojai Mesa Independent Living	\$437,056	Funding provided as a grant to fund a capitalized operating subsidy to support project operations.
Home Down Payment Assistance Ventura County Community Development Corporation	\$263,148	Funding provided as a grant to support down payment assistance to moderate income (80% - 150% of the Area Median Income) first time homebuyers.
Administrative Allowance (up to 5%)	\$36,852	
Total	\$737,056	

Under the requirements of the PLHA program, in 2020 the County was asked to prepare a five-year plan setting forth the types of activities, as defined by HCD in the PLHA Program Guidelines, to be funded, as well as the percentage of each year's allocation to be dedicated to each activity. An amendment to the PLHA Plan is required if funding is moved from an activity in the original PLHA Plan to another eligible PLHA Activity or if more than ten percent (10%) of an allocation is proposed to be revised. Because the amount of funds to be made available each year and the specific needs of projects were unknown at the time our plan was initially drafted in 2020, your Board is asked to adopt an amendment of more than ten percent (10%) of this year's allocation in order to fund the recommended projects. Additionally, an amendment to the PLHA Plan is required in order to fund the Home Downpayment Assistance Program proposed by the Ventura County Community Development Corporation. Under the County's original PLHA Plan, the County intended for down payment assistance to be eligible under PLHA Activity 2, which includes the predevelopment, development, acquisition, rehabilitation, and preservation of affordable ownership housing; however, HCD has clarified that down payment assistance must be funded under Activity 9: Homeownership Opportunities. This amendment does not change the intent of the County's original PLHA Plan and the amendment is necessary to implement a down payment assistance program.

HCD requires that the County hold a public hearing to approve the above-referenced amendments to the PLHA Plan. Notice of today's hearing was published on May 2, 2024, in Spanish in Vida and in English in the Ventura County Star on May 3, 2024. This amendment implements the following changes to the County of Ventura's PLHA Plan:

County of Ventura, Year 4					
Eligible Activity	Original Funding Allocation	Original Percentage of Overall Allocation	Amended Funding Allocation	Amended Percentage of Overall Allocation	Comments
Activity 1: Rental Housing	\$589,645	80%	\$0	0%	
Activity 2: Affordable Ownership Workforce Housing	\$110,559	15%	\$0	0%	

Activity 6: Assistance for Persons Experiencing or At-Risk of Homelessness	\$0	0%	\$437,056	59%	Mesa Ojai
Activity 9: Homeownership Opportunities	\$0	0%	\$263,148	36%	VCCDC Home Downpayment Assistance
Administrative Allowance (5%)	\$36,852	5%	\$36,852	5%	
Total	\$737,056	100%	\$737,056	100%	

At this time, your Board is also asked to approve the following administrative adjustments of less than 10% of each of the previous year's (2020 and 2021) PLHA allocations.

County of Ventura, Year 2					
Eligible Activity	Funding Allocation as Previously Amended	Original Percentage of Overall Allocation	Amended Funding Allocation	Amended Percentage of Overall Allocation	Comments
Activity 1: Rental Housing	\$62,207	5%	\$908	0%	Previously reserved to a project
Activity 3: Matching for Local Housing Trust Funds	\$400,895	30%	\$400,895	30%	Housing Trust Fund Ventura County
Activity 6: Assistance for Persons Experiencing or At-Risk of Homelessness	\$806,400	60%	\$934,514	70%	\$806,400 previously reserved for Mesa Ojai, \$128,114 new reservation
Administrative Allowance (5%)	\$66,815	5%	\$0	0%	
Total	\$1,336,317	100%	\$1,336,317	100%	

County of Ventura, Year 3					
Eligible Activity	Original Funding Allocation	Original Percentage of Overall Allocation	Amended Funding Allocation	Amended Percentage of Overall Allocation	Comments
Activity 1: Rental Housing	\$955,874	65%	\$955,874	65%	Previously reserved to a project
Activity 3: Matching for Local Housing Trust Funds	\$441,173	30%	\$441,173	30%	Housing Trust Fund Ventura County
Activity 6: Assistance for Persons Experiencing or At-Risk of Homelessness	\$0	0%	\$23,006	2%	New reservation for Mesa Ojai
Activity 9: Homeownership Opportunities	\$0	0%	\$36,852	3%	VCCDC Home Downpayment Assistance
Administrative Allowance (5%)	\$73,528	5%	\$13,670	1%	
Total	\$1,470,575	100%	\$1,470,575	100%	

These amendments result in final PLHA grant funding approved under these actions to Mesa Independent Living in the combined total amount of \$588,176 and grant funding to the Ventura County Community Development Corporation in the combined total amount of \$300,000.

In compliance with HCD requirements, your Board is being asked to adopt the attached resolutions (Exhibits 2 and 3) memorializing the commitment of current year and prior year's PLHA Funding as set forth in this letter and the tables above to these two projects.

Additionally, your Board is asked to approve resolutions authorizing the County to apply for and accept PLHA funds allocated to the County of Ventura (Exhibit 4) and City of Thousand Oaks (Exhibit 5) under the 2023 Notice of Funding Availability, with the

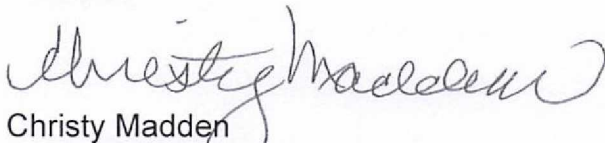
application and acceptance of the City of Thousand Oaks' allocation subject to the City's receipt of an approved Housing Element by HCD.

CONCLUSION:

It is requested that your Board conduct a public hearing to consider approval of the proposed amendment to the PLHA Plan, adopt the recommended PLHA Plan amendment and administrative adjustments, adopt a resolution setting forth the PLHA funding recommendations, authorize the CEO to execute agreements and other grant related documents, and approve resolutions authorizing the County of Ventura to submit applications for the County of Ventura and City of Thousand Oaks' allocations of PLHA under the current NOFA.

This letter has been reviewed by the Auditor-Controller's Office and County Counsel. If you have any questions, please contact Christy Madden at 654-2679 or Tracy McAulay at 805-232-1371.

Sincerely,



Christy Madden
Senior Deputy Executive Officer



Sevet Johnson, PsyD
County Executive Officer

- Exhibit 1 – Amendment to County of Ventura PLHA Plan
- Exhibit 2 – Resolution to Commit PLHA 2022 Funds
- Exhibit 3 – Resolution to Commit PLHA 2020 and 2021 Funds
- Exhibit 4 – Resolution Authorizing PLHA Plan for County's Allocation
- Exhibit 5 – Resolution Authorizing PLHA Plan City of Thousand Oaks' Allocation