



SUMMARY REPORT

Agenda Date: 11/28/2023

To: Board of Supervisors of Sonoma County and Board of Commissioners of the Community Development Commission

Department or Agency Name(s): Community Development Commission

Staff Name and Phone Number: Marc Chandler, (707) 565-7524

Vote Requirement: Majority

Supervisory District(s): Countywide

Title:

Executive Director Authority to execute Homekey Standard Agreement 20-HK-00108 and related documents for Hotel Azura

Recommended Action:

1. Adopt a Resolution Authorizing the Executive Director of the Sonoma County Community Development Commission, or designee, to execute all Homekey documents for Standard Agreement 20-HK-00108 on behalf of the County of Sonoma for participation in the Homekey Program and take any other actions necessary to effectuate the terms and conditions of the Standard Agreements and Homekey Program

Executive Summary:

This Board item requests approval for the Executive Director of the Sonoma County Community Development Commission (CDC) or designee to be authorized to execute all Homekey documents for Standard Agreement 20-HK-00108 on behalf of the County of Sonoma for participation in the Homekey Program and take any other actions necessary to effectuate the terms and conditions of the Standard Agreements and Homekey Program.

Discussion:

On August 18, 2020, Board Resolution #20-0303 authorized Barbie Robinson, the Interim Executive Director of the CDC at the time, to execute applications, Standard Agreements, and related documents for Homekey round 1 program funding. The application for Hotel Azura was submitted to State of California Housing and Community Development (HCD) on October 30, 2020 and approved. The HCD Standard Agreement #20-HK-00108 was executed on November 12, 2020.

Resolution #20-0303 remains the current Resolution on file with HCD for the Standard Agreement 20-HK-00108 and Hotel Azura project and is the official document giving authority to execute all Homekey and other documents related to Hotel Azura and the Standard Agreement.

Due to Resolution #20-0303 identifying Barbie Robinson by name as having the authority to execute the applications, Standard Agreements, and related documents rather than the position of Executive Director no other persons are able to execute said documents.

The requested Resolution identifies the position of Executive Director and not a specific person as having authority to execute all Homekey documents for Standard Agreement 20-HK-00108 on behalf of the County of Sonoma for participation in the Homekey Program and take any other actions necessary to effectuate the terms and conditions of the Standard Agreements and Homekey Program.

Approval of this Resolution will allow the CDC to efficiently manage the Hotel Azura project and participate in the Homekey Program.

Strategic Plan:

This item directly supports the County's Five-year Strategic Plan and is aligned with the following pillar, goal, and objective.

Pillar: Healthy and Safe Communities

Goal: Goal 3: In collaboration with cities, increase affordable housing development near public transportation and easy access to services.

Objective: Objective 2: Identify and leverage grant funding sources for permanent supportive and affordable housing development.

Racial Equity:

Was this item identified as an opportunity to apply the Racial Equity Toolkit?

No

Prior Board Actions:

Resolution 20-0303 authorizing Homekey round 1 application.

Resolution 20-0475 approving Budget Adjustment for Acceptance of Homekey funding

FISCAL SUMMARY

| Expenditures | FY23-24 Adopted | FY24-25 Projected | FY25-26 Projected |
|------------------------------------|----------------------------|------------------------------|------------------------------|
| Budgeted Expenses | | | |
| Additional Appropriation Requested | | | |
| Total Expenditures | | | |
| Funding Sources | | | |
| Whole Person Care funding | | | |
| State/Federal | | | |
| Fees/Other/CFH | | | |
| Use of Fund Balance | | | |

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| Contingencies | | | |
| Total Sources | | | |

Narrative Explanation of Fiscal Impacts:

Not Applicable

STAFFING IMPACTS:

| Position Title (Payroll Classification) | Monthly Salary Range (A-I Step) | Additions (Number) | Deletions (Number) |
|--|--|-------------------------------|-------------------------------|
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Narrative Explanation of Staffing Impacts (If Required):

This action will not create any staffing impacts.

Attachments:

Resolution - Executive Directors Authority

Related Items "On File" with the Clerk of the Board:

None