



**M E M O R A N D U M**  
**COMMUNITY DEVELOPMENT RESOURCE AGENCY**  
**ADMINISTRATION**  
County of Placer

TO: Board of Supervisors

FROM: Steve Pedretti, Agency Director

BY: Shawna Purvines, Principal Planner

SUBJECT: Local Housing Trust Fund Funding Application

DATE: July 28, 2020

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**ACTIONS REQUESTED**

1. Conduct a public hearing and adopt a resolution to apply for \$1,000,000 from the Local Housing Trust Fund in Support of Homebuyer Assistance and Owner-Occupied Rehabilitation Activities.
2. Authorize and approve an appropriation and budget transfer of \$1,000,000 for match funding as required by the Notice of Funding Availability for deposit to the Housing Trust Fund if the grant is awarded.
3. Approve the execution of a grant agreement from the State of California Local Housing Trust Fund Program and authorize the Agency Director or designee to sign required documentation and any amendments thereto.

**BACKGROUND**

On April 30, 2020, The State of California Department of Housing and Community Development (HCD) released a Notice of Funding Availability (NOFA) for the Local Housing Trust Fund Program (LHTF) with competitive applications due August 3, 2020. Staff requests authority from the Board of Supervisors to apply on behalf of the County of Placer for up to \$1,000,000. This request requires a local match of \$1,000,000 for a total of \$2,000,000 under the NOFA for the following eligible activity for homes owned by income-eligible owner-occupants:

- Homebuyer assistance and rehabilitation of homes. Up to \$1,000,000 would be allocated for this activity.
- Construction, conversion, or rehabilitation of Accessory Dwelling Units (ADU) or Junior ADUs. Up to \$1,000,000 would be allocated for this activity.

**ENVIRONMENTAL IMPACT**

The proposed filing for an application for grant funds to use for housing rehabilitation, water system improvements, and studies is exempt under the California Environmental Quality Act Guidelines Sections 15301, 15302 and 15262.

**FISCAL IMPACT**

County match required for the 2020 LHTF is \$1,000,000. If the department is successful in this grant application, the appropriate funding amount and \$1,000,000 required match from the general fund or other authorized fund account will be budgeted in the CDRA fiscal year 2020-21 budget.

**ATTACHMENTS**

- Attachment 1 – Draft Application Resolution
- Attachment 2 – Public Notice

# ATTACHMENT A

## Before the Board of Supervisors County of Placer, State of California

**In the matter of:** A Resolution approving an application for funding and the execution of a grant agreement from the 2020 funding year of the State Local Housing Trust Fund Program

Resolution No.: \_\_\_\_\_

The following Resolution was duly passed by the Board of Supervisors of the County of Placer at a regular meeting held on July 28, 2020, by the following vote:

Ayes:

Noes:

Absent:

Signed and approved by me after its passage.

\_\_\_\_\_  
Chair, Board of Supervisors

Attest:

\_\_\_\_\_  
Clerk of said Board

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**WHEREAS**, the California Department of Housing and Community Development (the "Department") has announced and is authorized to provide up to \$57 million under the Local Housing Trust Fund ("LHTF") Program from the Veterans and Affordable Housing Bond Act of 2018 (Proposition 1) (as described in Health and Safety Code section 50842.2 et seq. (Chapter 365, Statutes of 2017 (SB 3)) ("Program"); and

**WHEREAS**, the Department issued a Notice of Funding Availability ("NOFA") dated 04/30/2020 under the LHTF Program; and

**WHEREAS**, the County has an eligible Local Housing Trust Fund applying to the Program to administer one or more eligible activities using Program Funds, and

**WHEREAS**, the Department may approve funding allocations for the LHTF Program, subject to the terms and conditions of Health & Safety Code Section 50842.2, the LHTF Program Guidelines, NOFA, Program requirements, the Standard Agreement and other related contracts between the Department and LHTF award recipients.

**THEREFORE, BE IT RESOLVED BY** the Board of Supervisors of the County of Placer as follows:

**SECTION 1:**

If Applicant receives an award of LHTF funds from the Department pursuant to the above referenced LHTF NOFA, it represents and certifies that it will use all such funds on Eligible Projects in a manner consistent and in compliance with all applicable state and federal statutes, rules, regulations, and laws, including, without limitation, all rules and laws regarding the LHTF Program, as well as any and all contracts Applicant may have with the Department ("Eligible Project").

**SECTION 2:**

That the County Board of Supervisors has reviewed and is hereby authorized to act as the manager for the Housing Trust Fund in connection with the Department's funds to Eligible Projects pursuant to the above described Notice of Funding Availability in an amount not to exceed \$1,000,000 (the "LHTF Award").

**SECTION 3:**

The County Board of Supervisors hereby agrees to match on a dollar for dollar basis the LHTF Award pursuant to Guidelines Section 104.

**SECTION 4:**

The County Board of Supervisors hereby agrees to utilize matching funds on a dollar-for-dollar basis for the same Eligible Project for which Program Funds are used, as required by Health and Safety Code Section 50843.5(c).

**SECTION 5:**

Pursuant to the Applicant's certification in this resolution, the LHTF funds will be expended only for Eligible Projects and consistent with all program requirements.

**SECTION 6:**

The County hereby authorizes and directs the Community Development Resource Agency Director, or designee, to execute the LHTF Program Application, the LHTF Standard Agreement and any subsequent amendments or modifications thereto, as well as any other documents which are related to the Program or the LHTF Award to Applicant, as the Department may deem appropriate.

**BE IT FURTHER RESOLVED BY** the Board of Supervisors of the County of Placer that this resolution shall become effective immediately.

**EXHIBIT**

Exhibit 1: Placer County – Local Housing Trust Fund – 2020 Program

**EXHIBIT 1**

**Placer County - Local Housing Trust Fund  
2020 Program**

LHTF Program Funds and Matching Funds will be used for the following activities:

Homeownership Projects or Units Within a Homeownership Project, consisting of homebuyer assistance and rehabilitation of homes owned by income-eligible owner-occupants. Homebuyer and owner-occupied rehabilitation activities may include construction, conversion, or rehabilitation of ADUs or JADUs, as defined in this section.	\$1,000,000 (50% of total Program Funds and Matching Funds)
Construction, conversion, or rehabilitation of ADUs or JADUs without an Eligible Homeownership Project, consisting of a loan to a homeowner to build, convert, or rehabilitate an ADU or JADU, as defined in this section.	\$1,000,000 (50% of total Program Funds and Matching Funds)

The above projects will be delivered in the unincorporated areas of Placer County.

# ATTACHMENT B

## NOTICE OF PUBLIC HEARING PLACER COUNTY BOARD OF SUPERVISORS

WHERE: Board of Supervisors' Chambers, 175 Fulweiler Avenue, Auburn, CA 95603

WHEN: July 28, 2020 – 9:00 AM or as soon thereafter as possible

SUBJECT: Public hearing to consider submittal of Local Housing Trust Funding Application

NOTICE IS HEREBY GIVEN that the Placer County Board of Supervisors will conduct a public hearing at the above place and time in order to discuss the submittal of an application in response to the 2020 Local Housing Trust Fund (LHTF) grant Notice of Funding Availability (NOFA) and to solicit citizen input.

On April 30, 2020, The State of California Department of Housing and Community Development (HCD) released a NOFA for the LHTF with competitive applications due August 3, 2020.

The Community Development Resource Agency will request authority from the Board of Supervisors to apply on behalf of the County of Placer for up to \$1,000,000 inclusive of a local match of up to \$1,000,000 for a total of \$2,000,000 under the NOFA for the following eligible activities for homes owned by income-eligible owner-occupants:

Homebuyer assistance loans: up to \$1,000,000 total funding

Construction, conversion, or rehabilitation of Accessory Dwelling Units: up to \$1,000,000 total funding

The purpose of the public hearing is to give citizens an opportunity to make their comments known on the proposed application.

Accommodations for disabled or non-English speaking residents will be made available upon advance request; please contact the Clerk of the Board at (530) 886-4020.

You may direct written comments to the Clerk of the Board of Supervisors, 175 Fulweiler Avenue, Auburn, CA 95603, or you may telephone the Clerk of the Board at (530) 886-4020. In addition, information is available for review by calling the Clerk of the Board between the hours of 8:00 a.m. and 5:00 p.m. on Monday through Friday.

Interested persons are invited to attend the hearing telephonically through the means provided on the meeting agenda, found at <https://www.placer.ca.gov/6322/2020>. All letters, written materials, studies or reports, in excess of one (1) page should be delivered to the Clerk of the Board, 175 Fulweiler Avenue, Auburn, CA 95603, at least 24 hours or (1) business working day prior to the beginning of the meeting.

The Community Development Resource Agency contact for this project, Shawna Purvines, can be reached at (530) 745-3031 or [spurvines@placer.ca.gov](mailto:spurvines@placer.ca.gov).

BOARD OF SUPERVISORS

Clerk of the Board, Megan Wood

Community Development Resource Agency Staff: Shawna Purvines

By: Administrative Secretary, Rachel McGuigan

