



Central Coast Housing Working Group Agenda

January 31, 2020

1:00 PM

Lunch will be served at 12:30 PM

Meeting Location: Centennial Park, 600 Nickerson Drive, Paso Robles, CA –

Live Oak Room

1. CALL TO ORDER

- Maura F. Twomey, Executive Director, AMBAG

2. ROLL CALL/INTRODUCTIONS

3. ELECTION OF OFFICERS

- Maura F. Twomey, Executive Director, AMBAG
 - a. Chair
 - b. Vice-Chair

4. LOCAL GOVERNMENT PLANNING SUPPORT PROGRAM OVERVIEW

- Heather Adamson, Director of Planning, AMBAG

5. CONSENT AGENDA

- a. Notice of Formation of the Central Coast Housing Working Group
Recommended Action: Information (Page 3)

6. REGULAR AGENDA

a. Regional Housing Overview

Recommended Action: Information

- Sara Sanders, San Luis Obispo Council of Governments
- Michael Becker, Santa Barbara Association of Governments
- Heather Adamson, Association of Monterey Bay Area Governments
- Mary Gilbert, Council of San Benito County Council of Governments

- b. Working Group Charter**
Recommended Action: Approve (Page 7)
- c. Appointment of the Association of Monterey Bay Area Governments as the Fiscal Agent and Authorization to Request Allocation of Program Funding**
Recommended Action: Approve (Page 11)
- d. Draft Approach for the Allocation of Regional Housing Planning Funding**
Recommended Action: Discussion (Page 17)

7. ORAL COMMUNICATIONS FROM THE PUBLIC ON ITEMS NOT ON THE AGENDA
(A maximum of three minutes on any subject not on the agenda)

8. ORAL COMMUNICATIONS FROM THE WORKING GROUP ON ITEMS NOT ON THE AGENDA

9. NEXT MEETING

- a. Suggested Dates: March 20, March 27 or April 24**

10. ADJOURNMENT

If requested, the agenda shall be made available in appropriate alternative formats to persons with a disability, as required by Section 202 of the Americans with Disabilities Act of 1990 (42 USC Sec. 12132), and the federal rules and regulations adopted in implementation thereof. If you have a request for disability-related modification or accommodation, including auxiliary aids or services, contact Ana Flores, AMBAG, 831-883-3750, or email aflores@ambag.org at least 48 hours prior to the meeting date.



MEMORANDUM

TO: Central Coast Housing Working Group

FROM: Maura F. Twomey, Executive Director, AMBAG

RECOMMENDED BY: Heather Adamson, Director of Planning, AMBAG

SUBJECT: Notice of Formation of the Central Coast Housing Working Group

MEETING DATE: January 31, 2020

RECOMMENDATION:

It is recommended that the Central Coast Housing Working Group (CCHWG) accept this report.

BACKGROUND/ DISCUSSION:

In September 2019, the adopted FY 2019-20 California Budget (AB 74) and associated housing trailer bill (AB 101) established the Local Government Planning Support Grants Program and directed the California Central Coast to create a multiagency working group to oversee implementation of a portion of this program. The CCHWG will oversee the implementation of this program to provide the Central Coast region with one-time funding, including grants for planning activities, to enable jurisdictions to meet the 6th Cycle of the Regional Housing Needs Assessment (RHNA). The program is managed by the California Department of Housing and Community Development (HCD). Approximately \$8,000,000 will be made available to the Central Coast region under this program. The Central Coast is delineated by the boundaries of the Association of Monterey Bay Area Governments (AMBAG), Council of San Benito County Governments (SBtCOG), San Luis Obispo Council of Governments (SLOCOG), and the Santa Barbara County Association of Governments (SBCAG) and includes the jurisdictions within.

This grant program requires a working group to be formed by November 30, 2019 to qualify the region to receive funding. Between August and November 2019, AMBAG,

SBtCOG, SLOCOG, and SBCAG coordinated with County Boards of Supervisors and County-based Cities Selection Committees throughout the Central Coast to establish the CCHWG. As required by AB 101, the Working Group is comprised of one supervisor from each county, and two city members from each county selected by county based Cities Selection Committees. The city members represent one smaller and one larger city in each county. Once the working group has been formed, the law requires that each city and county in the Central Coast region must be notified of its formation and purpose.

In December 2019, AMBAG, SLOCOG, SBtCOG, and SBCAG distributed a notice of formation for the CCHWG to all cities and counties throughout the Central Coast region in compliance with this notification requirement. This notice outlines the purpose of the CCHWG in implementing this grant program.

ALTERNATIVES:

N/A

FINANCIAL IMPACT:

Establishing the CCHWG and sending the Notification of Formation of the Central Coast Housing Working Group made the Central Coast region eligible for approximately \$8,000,000 in funding through AB 101.

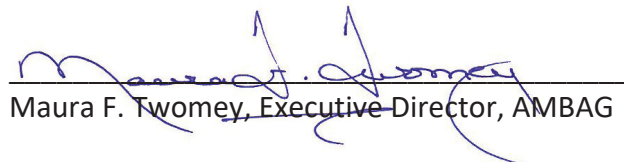
COORDINATION:

AMBAG coordinated with SLOCOG, SBtCOG, SBCAG, County Boards of Supervisors and County based Cities Selections Committees to establish the CCHWG and notify cities and counties throughout the Central Coast of the formation and purpose of the group.

ATTACHMENT:

1. Notification of Formation of the Central Coast Housing Working Group

APPROVED BY:


Maura F. Twomey, Executive Director, AMBAG



Attachment 1

Notice of Formation of the Central Coast Housing Working Group

This letter provides notice that the multiagency Central Coast Housing Working Group has been formed to implement the Central Coast portion of the Local Government Planning Support Grants Program pursuant to the requirements found in AB 101, Section 11, Chapter 3.1, Section 50515.2 within Part 2 of Division 31 of the California Health and Safety Code.

Background and Purpose

The adopted FY 2019-20 California Budget (AB 74) and associated housing trailer bill (AB 101) established a new Local Government Planning Support Grants Program and directed the California Central Coast to create a multiagency working group to oversee implementation of a portion of this program. The Central Coast Housing Working group will oversee the implementation of this program to provide the Central Coast region with one-time funding, including grants for planning activities, to enable jurisdictions to meet the 6th Cycle of the Regional Housing Needs Assessment (RHNA). Approximately \$8,000,000 will be made available to the Central Coast region under this program. The Central Coast is delineated by the boundaries of the Association of Monterey Bay Area Governments, Council of San Benito County Governments, San Luis Obispo Council of Governments, and the Santa Barbara County Association of Governments and includes the jurisdictions within.

The Central Coast Housing Working Group

The Central Coast Housing Working Group is composed of members from jurisdictions throughout the Central Coast. Members were appointed through their respective Board of Supervisors, Council of Governments or through County based City Selection Committees. These members are listed below.

Monterey County

Joe Gunter
John Phillips
Mike LeBarre

San Luis Obispo County

Adam Hill
Jimmy Paulding
Fred Strong

Santa Cruz County

Bruce McPherson
Francisco Estrada
Kristen Petersen

San Benito County

Ignacio Velazquez
Jim Gillio
John Freeman

Santa Barbara County

Ariston Julian
Joan Hartmann
Alice Patino

The program will be administered by the California Department of Housing and Community Development (HCD). Further details on the program are pending HCD guidance.

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MEMORANDUM

TO: Central Coast Housing Working Group

FROM: Maura F. Twomey, Executive Director, AMBAG

RECOMMENDED BY: Heather Adamson, Director of Planning, AMBAG

SUBJECT: Working Group Charter

MEETING DATE: January 31, 2020

RECOMMENDATION:

It is recommended that the Working Group approve the Central Coast Housing Working Group (CCHWG) Charter.

BACKGROUND/ DISCUSSION:

The adopted FY 2019-20 California Budget (AB 74) and associated housing trailer bill (AB 101) established the Local Government Planning Support Grants Program and directed the California Central Coast to create a multiagency working group to oversee implementation of a portion of this grant program. In late 2019, AMBAG, SLOCOG, SBCOG, SBCAG coordinated the establishment of the CCHWG to comply with AB 101 and make the Central Coast eligible to receive approximately \$8,000,000 in housing planning funding to enable jurisdictions to meet the 6th Cycle of the Regional Housing Needs Assessment (RHNA).

The Association of Monterey Bay Area Governments (AMBAG), Council of San Benito County Governments (SBCOG), San Luis Obispo Council of Governments (SLOCOG), and the Santa Barbara County Association of Governments (SBCAG) have prepared a charter which specifies how the CCHWG shall operate to meet the grant program goals.

ALTERNATIVES:

The CCHWG may modify or reject the Charter.

FINANCIAL IMPACT:

Staff time for clerking and coordinating CCHWG meetings are currently funded by AMBAG.

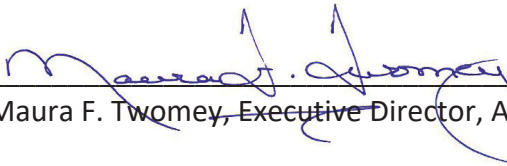
COORDINATION:

AMBAG coordinated with SLOCOG, SBCOG and SBCAG to prepare the CCHWG Charter.

ATTACHMENT:

1. Central Coast Housing Working Group Charter

APPROVED BY:



Maura F. Twomey, Executive Director, AMBAG



Attachment 1

Central Coast Housing Working Group

DRAFT Working Group Charter

Purpose

The purpose of the Central Coast Housing Working Group is to provide input and guidance to staff regarding the Local Government Planning Support Grants Program (Grant) as authorized by the FY 2019-20 California Budget Housing Trailer Bill AB 101, Section 11, Chapter 3.1, Section 50515. The Working Group will make decisions on how to structure a flexible program for regional housing planning funding for councils of governments, cities, counties, or regional agencies throughout the Central Coast Region, encompassing the Counties of Monterey, Santa Cruz, San Benito, San Luis Obispo, and Santa Barbara.

Line of Reporting

Staff will provide recommendations to the Working Group and the Working Group will take action based on staff input.

Responsibilities

The Working Group will review technical options to develop and determine the methodology to allocate funds in the Central Coast Region. They will also provide guidance on policy and build consensus to achieve the goal of the Grant Program.

Membership

The membership must be composed from representatives from the Counties of Monterey, San Benito, Santa Cruz, San Luis Obispo, and Santa Barbara. The Working Group must be composed of one supervisor from each county and two city council representatives from each county. The term of each member shall be a minimum of one year. For city council members, each county within the working group is required to have a city council member representing a large city and one representing a small city. The membership of the Working Group may not include a quorum of another elected body in order to avoid Brown Act conflicts.

Meetings

The Working Group is expected to meet as needed over the life of the grant program with the bulk of the meetings occurring in 2020. A quorum of the Working Group is eight members. Any motion or action, to be deemed carried or approved, must receive an affirmative vote from a majority of the members present. The Working Group will meet as frequently as needed to achieve its responsibilities as determined by the grant program. The location is to be determined. Meetings may be in person or teleconference. Except as provided herein, the most recent edition of Robert's Rules of Order should constitute the procedures for the group. Meetings will follow the requirements of the Brown Act.

Selection of the Chair and Vice Chair

The Working Group Officers shall consist of a Chair and a Vice Chair, who shall be elected by a majority vote of the members. The Vice Chair shall not be from the same COG as the Chair. The duties of the Chair shall be to preside over all meetings, maintain order, decide questions of parliamentary procedures, call special meetings, and such other duties as elsewhere provided herein. The Vice Chair shall perform the duties of the Chair in their absence.

Records of Proceedings

All proceedings of every meeting of the Working Group shall be recorded in writing.

Duration of Existence

The Working Group will conclude on March 31, 2025. This date is three months after the end of the grant program per the timelines establishing the Grant in the FY 2019-20 California Budget, AB 101.

Limitations

The Working Group is a single issue coalition of governments tasked with the administration of the grant program. The Working Group may be used as an information forum for other housing related issues but does not have authority on issues that do not directly relate to the administration and implementation of the grant program.



MEMORANDUM

TO: Central Coast Housing Working Group

FROM: Maura F. Twomey, Executive Director, AMBAG

RECOMMENDED BY: Heather Adamson, Director of Planning, AMBAG

SUBJECT: Appoint the Association of Monterey Bay Area Governments as Fiscal Agent and Authorize a Request to Allocate Program Funding

MEETING DATE: January 31, 2020

RECOMMENDATION:

It is recommended that the Working Group appoint the Association of Monterey Bay Area Governments (AMBAG) as the Fiscal Agent for the Central Coast's portion of the Local Government Planning Support Grants Program funding, and authorize AMBAG, as the Fiscal Agent to request the Central Coast allocation of \$7,987,501 in regional funds from the California Department of Housing and Community Development Local Government Planning Support Grants Program.

BACKGROUND/ DISCUSSION:

The adopted FY 2019-20 California Budget (AB 74) and associated housing trailer bill (AB 101) established a new Local Government Planning Support Grants Program and directed the California Central Coast to create a multiagency working group to oversee implementation of a portion of this grant program. In late 2019, AMBAG, Council of San Benito County Governments (SBtCOG), San Luis Obispo Council of Governments (SLOCOG), and the Santa Barbara County Association of Governments (SBCAG) coordinated the establishment of the CCHWG to make the Central Coast eligible to receive \$7,987,501 in housing planning funding from this program to enable jurisdictions to meet the 6th Cycle of the Regional Housing Needs Assessment (RHNA).

The grant program requires that a Council of Governments (COG) in the Central Coast region act as the Fiscal Agent and staff for administering the grant program. At their August and October 2019 Board meetings, AMBAG, SBtCOG, SLOCOG, and SBCAG recommended and confirmed that AMBAG was best suited to act as the Fiscal Agent for the grant program due to their staff capacity, technical knowledge and experience in grant management.

The Fiscal Agent will staff the CCHWG, secure the allocation of regional funds from HCD, provide regular financial reporting to HCD, oversee audits of HCD grant funds, document the use of grant funds throughout the region, and assure program implementation conforms to applicable State and Federal laws. The Fiscal Agent will also be responsible for passing through all funding from HCD to each jurisdiction in the Central Coast that receives a disbursement through this program. The Fiscal Agent will also support the implementation of tasks required by the grant program such as preparing an education and outreach strategy for jurisdictions throughout the region to inform them on how to be compliant with the 6th Cycle of RHNA. Additionally, the Fiscal Agent will support an assessment of best practices for providing sufficient and affordable housing and provide suggestions on how to implement these best practices in the region. Up to three percent of the allocation would be used by AMBAG to execute these duties as Fiscal Agent.

ALTERNATIVES:

The CCHWG may choose to assign another COG in the Central Coast as Fiscal Agent for this grant program. However, the COGs in the region have expressed a preference for AMBAG to be the Fiscal Agent. If a COG is not identified to act as the fiscal agent for the program, HCD will assign the role to a COG in the Central Coast based on factors such as capacity and experience in administering grant programs.

The CCHWG may choose to deny authorization of fiscal agent's request for funding for the grant program. This may jeopardize the ability of the region to obtain and manage the approximately \$7,987,501 from HCD for housing planning purposes in a timely manner.

FINANCIAL IMPACT:

Approving this item will allow the Fiscal Agent to request an allocation of regional funds to implement this new regional grant program in compliance with California and Federal law.

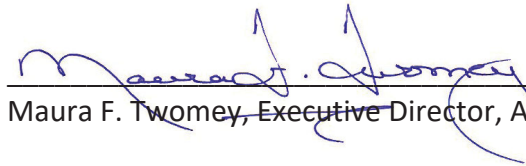
COORDINATION:

AMBAG coordinated with SLOCOG, SBtCOG, and SBCAG to determine that AMBAG was the preferred Fiscal Agent and to review administrative funding requested by the Fiscal Agent to implement this grant program.

ATTACHMENT:

1. Resolution to Appoint AMBAG as the Fiscal Agent & Authorize Request for Regional Funds

APPROVED BY:



Maura F. Twomey, Executive Director, AMBAG

Attachment 1
Resolution: 2020-01
Central Coast Housing Working Group

AUTHORIZING RESOLUTION

The Central Coast Housing Working Group serving as the Multiagency Working Group for the Monterey, San Benito, San Luis Obispo, Santa Barbara, and Santa Cruz Counties (“Applicant”) hereby consents to, adopts and ratifies the following resolution:

- A. WHEREAS, the Department is authorized to provide up to \$125,000,000 to Councils of Governments and Fiscal Agents of Multiagency Working Groups (“Applicant”) under the Regional Early Action Planning grant program (REAP), the regional component of the Local Government Planning Support Grants Program (as described in Health and Safety Code section 50515.02).
- B. WHEREAS the State of California (the “State”), Department of Housing and Community Development (“Department”) issued a Notice and Request for Allocation on October 19, 2019 for Regional Early Action Planning grants available to Councils of Government and Fiscal Agents of Multiagency Working Groups;
- C. WHEREAS Applicant is a Fiscal Agent of a Multiagency Working Group eligible to submit a Request for Allocation pursuant to Health and Safety Code section 50515.02(d)(3) to develop and accelerate the implementation of the requirements contained in the Multiagency Working Group’s application pursuant to Health and Safety Code section 50515.02(d)(1) including the development of an education and outreach strategy related to the sixth cycle regional housing need allocation.
- D. WHEREAS the Department shall approve the advance allocation request, subject to the terms and conditions of Eligibility, Guidelines, NOFAs, Program requirements, and the Standard Agreement by and between the Department and Local Government Planning Support Grant Recipients;

NOW THEREFORE BE IT RESOLVED THAT:

- 1. The Fiscal Agent of a Multiagency Working Group is hereby authorized and directed to request an allocation not to exceed \$ 7,987,501, the amount allocated pursuant to Health and Safety Code section 50515.02(b) consistent with the methodology described in 50515.03(a)).
- 2. The Executive Director of the Association of Monterey Bay Area of Governments (AMBAG) is authorized to execute the Allocation Request, on behalf of the Central Coast Housing Working Group as required by the Department for receipt of REAP funds.
- 3. When the Fiscal Agent of a Multiagency Working Group receives an allocation of grant REAP funds, it represents and certifies that it will use all such funds only for eligible activities as set forth in Health and Safety Code section 50515.02(d)(1), as approved by the

Department and in accordance with all REAP requirements, guidelines, all applicable state and federal statutes, rules, regulations, and the Standard Agreement executed by and between the Applicant (Fiscal Agent of Multiagency Working Group) and the Department.

4. The Executive Director of AMBAG is authorized to enter into, execute and deliver a State of California Standard Agreement for the grant funding, and any and all other documents required or deemed necessary or appropriate to evidence and secure the allocation, the Fiscal Agent of Multiagency Working Group's obligations related thereto and all amendments the Department deems necessary and in accordance with grant program.

PASSED AND ADOPTED at a regular meeting of the Central Coast Working Group this 31st day of January 2020.

Signature of Approving Officer
Central Coast Housing Working Group Chair

ATTEST:

Signature of Attesting Officer
Central Coast Housing Working Group Vice Chair

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MEMORANDUM

TO: Central Coast Housing Working Group

FROM: Maura F. Twomey, Executive Director, AMBAG

RECOMMENDED BY: Heather Adamson, Director of Planning, AMBAG

SUBJECT: Draft Approach for the Allocation of Regional Housing Planning Funding

MEETING DATE: January 31, 2020

RECOMMENDATION:

It is recommended that the Working Group review and discuss the Draft Approach for the Allocation of Regional Housing Planning Funding.

BACKGROUND/ DISCUSSION:

The adopted FY 2019-20 California Budget (AB 74) and associated housing trailer bill (AB 101) established the Local Government Planning Support Grants Program and made approximately \$8,000,000 available to the California Central Coast region to fund housing planning activities to enable jurisdictions to meet the 6th Cycle of the Regional Housing Needs Assessment (RHNA). The grant program requires that funds be used for specific uses, including being suballocated directly and equitably to jurisdictions or other subregional entities for housing related planning, to improve the methodology used by Councils of Governments (COGs) for the distribution of the Sixth Cycle of the Regional Housing Needs Allocation (RHNA) and for administering the grant program.

In conformance with grant program requirements, the Association of Monterey Bay Area Governments has prepared a draft approach for allocating this regional housing planning funding to the Central Coast region. This approach was prepared with feedback from the Council of San Benito County Governments (SBtCOG), San Luis Obispo Council

of Governments (SLOCOG) and the Santa Barbara County Association of Governments (SBCAG).

ALTERNATIVES:

N/A

FINANCIAL IMPACT:

Once the Working Group chooses an approach for allocating Central Coast regional housing planning funding, the Fiscal Agent will begin the process of securing allocations from HCD and disbursing funding throughout the region.

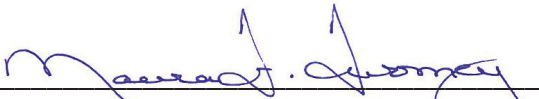
COORDINATION:

AMBAG coordinated with SLOCOG, SBtCOG, and SBCAG to identify a feasible approach for the allocation of regional housing funds.

ATTACHMENT:

1. Draft Approach for the Allocation of Regional Housing Planning Funding.

APPROVED BY:



Maura F. Twomey, Executive Director, AMBAG



Attachment 1

Draft Approach for Allocation of Regional Housing Planning Funding

The adopted FY 2019-20 California Budget (AB 74) and associated housing trailer bill (AB 101) established the Local Government Planning Support Grants Program and made approximately \$8,000,000 available to the California Central Coast region to fund housing planning activities to enable jurisdictions to meet the 6th Cycle of the Regional Housing Needs Assessment (RHNA). The grant program requires that funds be used for specific uses, including being suballocated directly and equitably to jurisdictions or other subregional entities for housing related planning, to improve the methodology used by Councils of Governments (COGs) for the distribution of the 6th Cycle of the Regional Housing Needs Allocation (RHNA) and for administering the grant program.

In conformance with these grant program requirements, staff from the four COGs have prepared a draft approach for allocating this regional housing planning funding to the Central Coast region:

1. The Fiscal Agent will use three percent (\$239,625) of regional funds to administer the grant program for the Central Coast from 2020 to 2024.
 - a. Administrative funding for the fiscal agent shall be used for providing financial oversight, processing invoices and providing funds to recipients, staffing the Central Coast Housing Working Group (CCHWG), providing coordination with HCD, reporting, and assuring program implementation conforms to State and Federal laws.
 - b. Administrative funding shall also be used to support the implementation of tasks required by the grant program such as preparing an education and outreach strategy for jurisdictions throughout the region to provide recommendations on how to be compliant with the 6th Cycle of RHNA and to support an assessment of housing planning best practices.
2. AMBAG, as the fiscal agent, will allocate the remaining funding (\$7,747,876) to the four COGs in the Central Coast area: The Association of Monterey Bay Area Governments (AMBAG), Council of San Benito County Governments (SBtCOG), San Luis Obispo Council of Governments (SLOCOG) and the Santa Barbara County Association of Governments (SBCAG).

- a. The amounts allocated to each COG will be determined by formula, to ensure geographic equity, based on the population estimates posted on the California Department of Finance's (DOF) internet website as of January 1, 2019 [per AB 101, 50515.03].
 - b. COGs shall use a portion of the funds to develop an improved methodology for the distribution of the 6th Cycle of the Regional Housing Need Assessment (RHNA).
 - c. COGs shall determine how to best allocate the remaining funding to jurisdictions or other subregional entities within their jurisdiction for planning that will accommodate the development of housing and infrastructure to accelerate housing production in a way that aligns with state planning priorities, housing, transportation, equity, and climate goals. COGs may choose to disburse funds through a processes that focuses on geographic equity or other discretionary processes to meet program goals. Funds shall only be used for housing-related planning activities and grant administration, including, but not limited to, the following:
 - I. Performing infrastructure planning, including for sewers, water systems, transit, roads, or other public facilities necessary to support new housing and new residents.
 - II. Technical assistance in improving housing permitting processes, tracking systems, and planning tools.
 - III. Performing feasibility studies to determine the most efficient locations to site housing.
 - IV. Establishing regional or countywide housing trust funds for affordable housing.
 - V. Covering the costs of temporary staffing or consultant needs associated with the activities described in (1) to (4) above.
 - VI. Providing jurisdictions and other local agencies with technical assistance, planning, temporary staffing or consultant needs associated with updating local planning and zoning documents, expediting application processing, and other actions to accelerate additional housing production.
3. All fund recipients shall completely spend down all funds towards approved purposes no later than December 31, 2023 per program requirements.