



**Contra  
Costa  
County**

To: Board of Supervisors

From: Catherine Kutsuris, Conservation and Development Director

Date: January 7, 2014

Subject: 2013 Advisory Body Annual Report for the Affordable Housing Finance Committee (AHFC)

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### **RECOMMENDATION(S):**

ACCEPT the 2013 Advisory Body Annual Report for the Affordable Housing Finance Committee (AHFC), as recommended by the Conservation and Development Director.

### **FISCAL IMPACT:**

No General Fund impact. Costs to staff the committee were paid by Community Development Block Grant, and HOME Investment Partnerships Act funds.

### **BACKGROUND:**

Board policy requires that regular and ongoing board, commission, or committees shall annually report on its activities, accomplishments, membership attendance, required training/certification, and proposed work plan or objectives for the following year.

### **ANNUAL REPORT**

1. Activities: The AHFC met in February to consider applications for Community

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☒ APPROVE

☐ OTHER

☒ RECOMMENDATION OF CNTY ADMINISTRATOR

☐ RECOMMENDATION OF BOARD COMMITTEE

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Action of Board On: **01/07/2014** ☒ APPROVED AS RECOMMENDED ☐ OTHER

Clerks Notes:

### **VOTE OF SUPERVISORS**

AYE: John Gioia, District I Supervisor

Candace Andersen, District II  
Supervisor

Mary N. Piepho, District III  
Supervisor

Karen Mitchoff, District IV  
Supervisor

Federal D. Glover, District V  
Supervisor

I hereby certify that this is a true and correct copy of an action taken and entered on the minutes of the Board of Supervisors on the date shown.

ATTESTED: January 7, 2014

David Twa, County Administrator and Clerk of the Board of Supervisors

By: June McHuen, Deputy

Contact: Kara Douglas  
674-7880

cc:

Development Block Grant (CDBG), and HOME Investment Partnerships Act (HOME) funds. Projects recommended for funding included construction of three multifamily apartment projects located in

## BACKGROUND: (CONT'D)

Antioch, Oakley, and Walnut Creek; and a two homeownerships projects located in Bay Point. The committee also recommended funds for the Neighborhood Preservation Program and Healthy Homes, which provide rehabilitation loans and grants to low income homeowners. The AHFC met again in May to consider another two applications. The AHFC recommended that the Board of Supervisors allocate funds to renovate bathrooms at the Central County Homeless Shelter and provide additional funds to a new multi-family senior projects in El Cerrito.

2. Accomplishments: The AHFC reviewed 15 applications and provided funding recommendations to the Board of Supervisors through the Department of Conservation and Development. Committee members provide a critical review of the projects which ensures substantial leverage of CDBG and HOME funds.

3. Attendance/Representation: The AHFC committee achieved a quorum at both meetings. The West County Representative seat is vacant. The current members primarily represent West and Central County. The AHFC strives to have a diverse committee. Kara Douglas staffed the committee.

4. Training/Certification: There has not been any special training in the past year. Staff provides information to committee members on webinars that provide information on related topics.

5. Proposed Work Plan/Objectives for Next Year: In 2014, the AHFC will meet at least once, probably in February. Additional meetings will be held if applications are received during the year.

## CONSEQUENCE OF NEGATIVE ACTION:

The Board would not have a 2013 report on the Affordable Housing Finance Committee.

## CHILDREN'S IMPACT STATEMENT:

The AHFC reviews and makes recommendations on many types of affordable housing projects. Some of these meet Goal 3 on the Children's Report Card: Families are Economically Self Sufficient.