***Submit completed worksheet to:***

*Siskiyou County Clerk, 311 Fourth St., Rm 201, Yreka, CA 96097*

# **Agenda Worksheet**

|  |  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- | --- |
| **Regular** | **[ ]**  |  | **Time Requested:** | **N/A** | **Meeting Date:** | **07/11/2023** |
| ***OR*** |
| **Consent** | **[x]**  |  |
| **Contact Person/Department:** | **Sarah Collard, Health and Human Services Agency (HHSA)** | **Phone:** | **530-841-4802** |
| **Address:** | **2060 Campus Drive,Yreka, CA 96097** |
| **Person Appearing/Title:** | **Sarah Collard, Director** |
| **Subject/Summary of Issue:** |
| The Permanent Local Housing Allocation (PLHA) provides an annual allocation to local governments in California for housing-related projects.The program requires that applicants apply for a 5-year planning period. The current cycle includes the 2020-2024 NOFA period. The program allows jurisdictions to delegate their funding to another eligible jurisdiction. Last year, the Cities of Dorris, Dunsmuir, Etna, Montague, Mount Shasta, Weed, Yreka, and the Town of Fort Jones delegated their allocations for the 5-year period to Siskiyou County. As required by the PLHA program, HHSA staff presented 5-year plans for the intended use of the funds which specified that certain allocations would provide operating subsidies to the City of Yreka's Homekey project. The Board of Supervisors approved these 5-year plans on October 18, 2022. The Rural Communities Housing Development Corporation (RCHDC) is a Co-applicant with the City for the Homekey grant. RCHDC is requesting the attached letters from HHSA to demonstrate the County's commitments to the project.  |
| **Financial Impact:** |
| **NO** | [ ]  | *Describe why no financial impact:* No financial impact at this time. This is only for submittal of commitment letters. |
| **YES** | [ ]  | *Describe impact by indicating amount budgeted and funding source below* |
| Amount: |   |  |  |  |  |
| Fund:  |       |  | Description: |       | Org.: |       | Description: |       |
| Account: |       |  | Description: |       |  |
| Activity Code:  |       |  | Description: |       |  |
| Local Preference: YES [ ]  NO [x]  |
| For Contracts – *Explain how vendor was selected:*       |
|       |
| Additional Information: |       |
|       |
| **Recommended Motion:** |
| The Board of Supervisors approve the Letter of Commitment to Rural Communities Housing Development Corporation and the PLHA Enforceable Funding Commitment letter and authorize the Director of Health and Human Services Agency to sign the letters. |
| **Reviewed as recommended by policy:** |  | ***Special Requests*:** |
| County Counsel |       |  |  |
|  |  |  | *Certified Minute Order(s)* | Yes | *Quantity:* | 2 |
| Auditor |       |  |  |  |  |  |
|  |  |  |  |  |  |
| Personnel |       |  | *Other:* | Return to Maddelyn Bryan at 818 South Main St. |
| CAO |       |  |       |

***NOTE: For consideration for placement on the agenda, the original agenda worksheet and backup material must be submitted directly to the Board Clerk (after reviewing signatures have been obtained) by 10:00 a.m. on the Monday the week prior to the Board Meeting.*** Revised 8/09/2021