



**SAN BENITO COUNTY
AGENDA ITEM
TRANSMITTAL FORM**

Dom Zanger
District No. 1

Kollin Kosmicki
District No. 2

Mindy Sotelo
District No. 3
Chair

Angela Curro
District No. 4
Vice-Chair

Bea Gonzales
District No. 5

Item Number: 1.19

MEETING DATE: 05/23/2023

DEPARTMENT: RESOURCE MANAGEMENT AGENCY

AGENDA ITEM PREPARER: Stephanie Reck

DEPT HEAD/DIRECTOR: Abraham Prado

SUBJECT:

RESOURCE MANAGEMENT AGENCY- A. PRADO, DIRECTOR OF PLANNING AND BUILDING

Approve contract with Kimley-Horn & Associates Inc. to conduct the Housing Element 2023-2031 update as mandated by State Government Code §65580 et seq. This revision is being prepared to address the housing needs of the unincorporated area of the County. This document is partially based on the 6th cycle Regional Housing Needs Allocation (RHNA) provided to the Local Council of Governments in September 2021 and subsequently divided among the local jurisdictions for inclusion in their respective the Housing Element. The updated Housing Element is required by the State to be adopted by December 31, 2023. Contract amount not to exceed \$334,989.00 from May 23, 2023 to June 30, 2026. SBC FILE NUMBER:790

AGENDA SECTION:

CONSENT AGENDA

BACKGROUND/SUMMARY:

Project Description:

The 2023 Update of the General Plan Housing Element is a State mandated document that provides local strategies for addressing state and local housing needs. The Housing Element is the major Local Housing Strategy Document intended to provide citizens and public officials with an understanding of the housing needs of the community. This element sets forth policies and programs aimed at attainment of defined goals. This element will serve not only as a programmatic expression of a local commitment to act but will also provide guidance for decision making in all matters related to housing.

Project History:

The current Housing Element has been a part of the County General Plan and in effect since 2014, the

previous State-mandated date for Housing Element revision. The State requires each community to update its Housing Element on a periodic basis. The last County update was for the previous program period of 2014-2023. The current program period is from 2023-2031. This revision is being prepared to address the housing needs of the unincorporated area of the County. This document is partially based on the State mandated Regional Housing Needs Allocation (RHNA) provided to the Local Council of Governments in September 2021 and subsequently divided among the local jurisdictions for inclusion in their respective the Housing Element. The updated Housing Element is required by the State to be adopted by December 31, 2023.

The Housing Element which incorporates 6th cycle RHNA, General Plan policies, and State requirements in the development of San Benito County Housing Element 2023-2031 to be completed by December 2023. In September 2021, California's Department of Housing and Community Development (HCD) issued a RHNA of 5,005 units to the San Benito COG for the 6th Cycle planning period of June 30, 2023, to December 15, 2031. Of the 5,005-unit allocation, 754 of those units were allocated for the unincorporated County. Of the 754, the following is allocated by income level: 246 very low, 198 low, 103 moderate, and 207 above moderate units.

Kimley-Horn & Associates was selected by staff as the least cost of three qualified consulting firms that submitted proposals, and partly on the basis that it will also be consulting with the City of Hollister for the preparation of its 6th Cycle Housing Element Update.

RESOLUTION OR ORDINANCE NEEDED FOR THIS ITEM:

No

CONTRACT NEEDED FOR THIS ITEM:

Yes

CONTRACT AND RFP HISTORY:

N/A

LAST CONTRACT AMOUNT OR N/A:

N/A

STATE IF THIS IS A NEW CONTRACT/ HOW MANY PAST AMENDED CONTRACTS/ OR N/A:

New contract.

STRATEGIC PLAN GOALS: 1. Operational Development & Excellence

No

STRATEGIC PLAN GOALS: 2. Planning And Sustainable Growth

Yes

STRATEGIC PLAN GOALS: 3. Technology

No

STRATEGIC PLAN GOALS: 4. Community Engagement

Yes

STRATEGIC PLAN GOALS: 5. Health & Safe Community

Yes

BUDGETED:

No

BUDGET ADJUSTMENT NEEDED:

No

SOURCE OF FUNDING:

General Fund

UNFUNDED MANDATE:

Yes

SBC BUDGET LINE ITEM NUMBER:

101.65.1265.1000.619.222

CURRENT FY COST:

\$100,000

STAFF RECOMMENDATION:

Staff recommends approving the contract with Kimley-Horn & Associates Inc. to conduct the Housing Element 2023-2031 update as mandated by State Government Code §65580 et seq. This revision is being prepared to address the housing needs of the unincorporated area of the County.

BOARD ACTION RESULTS:

Approved contract per staff recommendation. (3-2 vote, Zanger-No, Kosmicki-No)

ATTACHMENTS:

[Kimley-Horn Assoc GP 2023-2031 Housing Element Update Consultant Contract - Exp 6.30.2024](#)

[Fully Executed Kimley-Horn Assoc Contract](#)