



# COUNTY OF HUMBOLDT

For the meeting of: 1/25/2022

---

File #: 22-54

---

**To:** Board of Supervisors

**From:** Planning and Building Department

**Agenda Section:** Consent

**SUBJECT:**

Memorandum of Understanding (MOU) with City of Fortuna for Assistance with State of California Housing and Community Development (HCD) Program Administration

**RECOMMENDATION(S):**

That the Board of Supervisors:

1. Review, approve, and authorize the Director of Planning and Building to sign the attached Memorandum of Understanding with the City of Fortuna for assistance administering and managing HCD programs.

**SOURCE OF FUNDING:**

City of Fortuna Program Income Account

**DISCUSSION:**

Since 2008, County Staff have been assisting Fortuna with management of HCD grants, including the Community Development Block Grant (CDBG) and HOME programs. The last MOU expired December 2021. To continue this work, the attached MOU would extend this relationship for three years. HCD regulations permit cities to contract with other governmental entities, such as a city or county, to operate their HCD programs. The attached MOU outlines the relationship, pay rate, and the types of activities county staff are assisting with.

**FINANCIAL IMPACT:**

Approval and signing of the MOU will assist the City of Fortuna in effectively managing the HCD programs to assist their lower-income constituents. All costs associated with the assistance will be reimbursed. The costs are estimated to be approximately \$6,000. The City of Fortuna will be billed quarterly for the county's services. The associated revenue was included in approved Planning and Building Department budget for fiscal year 2021-22.

**STRATEGIC FRAMEWORK:**

This action supports your Board's Strategic Framework by building interjurisdictional and regional cooperation .

OTHER AGENCY INVOLVEMENT:

City of Fortuna

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to Authorize the Director of the Planning and Building Department to sign this agreement with the City of Fortuna. The Board Chair could sign the agreement. Or the Board could choose not to sign an agreement with the City of Fortuna. This is not recommended as all costs for the proposed work are reimbursed and this fosters a cooperative relationship with the City of Fortuna.

ATTACHMENTS:

1. Partially signed Memorandum of Understanding (MOU) with City of Fortuna

PREVIOUS ACTION/REFERRAL:

Board Order No: N/A

Meeting of: 5/14/19

File No.: 19-445