



COUNTY OF HUMBOLDT

For the meeting of: 7/9/2019

File #: 19-939

To: Board of Supervisors

From: Planning and Building Department

Agenda Section: Consent

SUBJECT:

Memorandum of Understanding (MOU) with City of Rio Dell and City of Blue Lake 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 Board Chair to sign the attached Memorandum of Understanding with the City of Rio Dell for assistance administering and managing HCD programs; and
2. Review, approve, and authorize the Board Chair to sign the attached Memorandum of Understanding with the City of Blue Lake for assistance administering and managing HCD programs.

SOURCE OF FUNDING:

City of Rio Dell and City of Blue Lake Program Income Accounts.

DISCUSSION:

Staff is asking permission to continue assisting two smaller jurisdictions to administer their HCD Community Development Block Grant (CDBG) programs.

Between 2015 and 2018 county staff assisted both Rio Dell and Blue Lake with CDBG projects. The department has been approached to assist with this task again. Both jurisdictions have small staffs which makes it difficult to stay up to date on CDBG implementation requirements. Both MOU's have expired, and this action would extend this relationship for another three years.

The advantage to the county is that the more CDBG projects and programs managed the more familiar staff remains with the latest CDBG strategic focus and regulatory interpretation. This does not commit the county to assisting with any project, but it allows for flexibility to research and advise smaller jurisdictions.

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:

All costs associated with the assistance will be reimbursed. The costs are estimated to be approximately \$15,000 each per year. The cities will be billed quarterly.

STRATEGIC FRAMEWORK:

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

OTHER AGENCY INVOLVEMENT:

City of Blue Lake and City of Rio Dell

ALTERNATIVES TO STAFF RECOMMENDATIONS:

The Board could choose not to sign an agreement with either or both cities. This is not recommended as all costs for the proposed work are reimbursed and this fosters a cooperative relationship with city jurisdictions.

ATTACHMENTS:

Memorandum of Understanding (MOU) with City of Blue Lake and City of Rio Dell

PREVIOUS ACTION/REFERRAL:

Board Order No.: N/A

Meeting of: N/A

File No.: N/A