



# COUNTY OF HUMBOLDT

For the meeting of: 3/21/2023

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File #: 23-310

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**To:** Board of Supervisors

**From:** Planning and Building Department

**Agenda Section:** Consent

**Vote Requirement:** Majority

**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;
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;
3. Provide the Planning and Building Department notice of action and executed documents.

**SOURCE OF FUNDING:**

(1100282-101) City of Rio Dell and City of Blue Lake Grant funds and Program Income Accounts.

**DISCUSSION:**

Staff is asking for Board authorization to continue assisting two smaller jurisdictions research, apply for, and administer State of California Housing and Community Development (HCD) programs and projects.

Between 2015 and 2018 county staff assisted Rio Dell and Blue Lake with Community Development Block Grant (CDBG) projects. Both jurisdictions have small staffs and inability to stay up to date on CDBG implementation requirements. Both MOU's have expired, and this new MOU would allow us to continue this relationship for another three years.

There are more funding sources available at the State of California level so this request is to assist both jurisdictions to secure and administer funding from more than just the CDBG Program. The advantage

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

These agreements put the County a step closer to the more expansive vision for the County's Housing and Grants program articulated in the County's Regional Early Action Planning Grant application submitted in January of this year. That grant proposes establishing a Regional Housing Trust Fund, a Regional Housing Catalyst Fund and to conduct regional housing and transportation planning for all jurisdictions that want to participate. Priority actions include expanding the County's Accessory Dwelling Unit (ADU) and Owner-Occupied Rehabilitation (OOR) lending programs to all participating cities.

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.

Given the recent earthquake staff has added item six to the Rio Dell MOU, which clarifies an HCD requirement that they approve us using our funds in their jurisdiction and that any loans we make will be repaid to county restricted program income accounts.

FINANCIAL IMPACT:

All costs associated with the assistance will be reimbursed. The costs are estimated to be approximately \$5,000 to \$15,000 for each jurisdiction per year. The cities will be billed quarterly.

Any county funds loaned within the Rio Dell City limits will be reimbursed from existing county grant funds and Program Income accounts.

STRATEGIC FRAMEWORK:

This action supports your Board's Strategic Framework priority of building interjurisdictional and regional cooperation . Click here to type another item(s) from the Strategic Framework, or leave as a period. In addition to listing the Strategic Framework priority here, utilize the "Indexes" function under the "Associations" tab when uploading into Legistar to link to the priority.

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.

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**ATTACHMENTS:**

1. Memorandum of Understanding (MOU) with City of Rio Dell
2. Memorandum of Understanding (MOU) with City of Blue Lake

**PREVIOUS ACTION/REFERRAL:**

Board Order No.: [Click or tap here to enter text.](#)

Meeting of: July 9, 2019

File No.: 19-939