



# Mendocino County

## Legislation Details (With Text)

**File #:** 21-1041      **Version:** 1      **Name:**  
**Type:** Approval      **Status:** Consent Agenda  
**File created:** 9/13/2021      **In control:** Planning and Building Services  
**On agenda:** 9/28/2021      **Final action:**  
**Title:** Approval of Agreement with Community Development Services (CDS) to Provide Support to the Community Development Block Grant (CDBG) Program, Loan Servicing for the County's Program Income Revolving Loan Fund, and Technical Assistance for Future Grant Applications that the County may be Awarded for an Amount not to Exceed \$375,000, Effective Upon Execution through June 30, 2024

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. Agreement 21-174

Date	Ver.	Action By	Action	Result
9/28/2021	1	Board of Supervisors		

**To:** Board of Supervisors

**From:** Planning and Building Services

**Meeting Date:** September 28, 2021

**Department Contact:** Adrienne Thompson

**Phone:** 707-234-6650

**Department Contact:** Nash Gonzalez

**Phone:** 707-234-6650

**Item Type:** Consent Agenda

**Time Allocated for Item:** n/a

### **Agenda Title:**

Approval of Agreement with Community Development Services (CDS) to Provide Support to the Community Development Block Grant (CDBG) Program, Loan Servicing for the County's Program Income Revolving Loan Fund, and Technical Assistance for Future Grant Applications that the County may be Awarded for an Amount not to Exceed \$375,000, Effective Upon Execution through June 30, 2024

### **Recommended Action/Motion:**

Approval of Agreement with Community Development Services (CDS) to provide support to the Community Development Block Grant (CDBG) Program, Loan Servicing for the County's Program Income Revolving Loan Fund, and Technical Assistance for future Grant Applications that the County may be awarded for an amount not to exceed \$375,000, effective upon execution through June 30, 2024; and authorize Chair to sign same.

### **Previous Board/Board Committee Actions:**

September 11, 2018, Item No. 4(t), BOS No. 18-132

### **Summary of Request:**

In June 2021, PBS completed a Request for Proposal (RFP) for services related to grant administration for CDBG as well as loan servicing for the Program income gained from previous grants, and technical assistance related to the future application process. Upon review of the response, CDS was selected as the most responsive and complete submittal. The principle with CDS, Jeff Lucas, has a reliable history of working with the County as well as vast experience of administering CDBG and Economic Development Administration (EDA) grants. Mr. Lucas has also worked with Disaster Recovery (DR) funding for projects in Lake County and can provide expert assistance to Mendocino County for Future DR funding that may become available. CDS is extremely knowledgeable and has received CDBG funding for the City of Williams in excess of \$3 million, the City of Willows for \$2 million and have managed over \$7 million in USDA funds related to business loans and has extensive experience in loan servicing and underwriting.

**Alternative Action/Motion:**

Do not approve Agreement and provide direction to staff.

**How Does This Item Support the General Plan?** The CDBG Program funds provide assistance to economic development, housing and infrastructure throughout the County, which directly relate and support Chapter 2, Planning Principles- Principal 2-1a: to conserve natural resources, farmland, forest land and open space, Principal 2-2a: Emphasize long term and sustainable economic and community needs over short term gains, etc. Also Chapter 3, the Development Element of the General Plan. For instance, grant funds are used to support Goals, DE-1, to “maintain the rural character of the County...”, DE-2, to “... create communities pleasant to live in, which encourage walking, and which allows the provision of cost-effective services...”, DE-3, “Industrial sites and uses located and designed to minimize conflicts...”, etc. and Policies, such as Policy DE-1, “... Future growth should be encouraged on infill parcels and areas contiguous to existing development”.

**Supervisory District:** All

**vote requirement:** Majority

**Supplemental Information Available Online At:** n/a

**Fiscal Details:**

**source of funding:** 1810 (PM)

**current f/y cost:** \$125,000

**annual recurring cost:** \$125,000

**budget clarification:** A portion of the agreement may be reimbursable from the Program Income or General Administration of the Grant. Staff is reviewing the potential for reimbursement from those sources at this time the reliance on County General Fund can be reduced.

**budgeted in current f/y:** Yes

**if no, please describe:**

**revenue agreement:** No

**Agreement/Resolution/Ordinance Approved by County Counsel:** Yes

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**CEO Liaison:** Judy Morris, Deputy CEO

**CEO Review:** Yes

**CEO Comments:**

**FOR COB USE ONLY**

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Executed By: Atlas Pearson, Deputy Clerk I

Date: September 29, 2021

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Final Status: **Approved**

Executed Item Type: **Agreement** Number: 21-174

**Note to Department** Number of Original Agreements  
Returned to Dept: o Original Agreement Delivered to  
Auditor? Yes

