



Legislation Text

File #: 10-1001, **Version:** 1

Resolution to Approve the City of Ann Arbor and Washtenaw County Multi-Year Operational Agreement for the Office of Community Development

Attached for your review is a resolution to approve a multi-year Operational Agreement between the City of Ann Arbor and Washtenaw County for the joint Office of Community Development (OCD). The multi-year Operational Agreement has been prepared to allow further collaborative efforts between the City and County and address issues that have arisen from operating a combined office. It will replace the current Operational Agreement approved by Council in Resolution R-09-224 and subsequently amended in Resolution R-10-041 that expired on June 30, 2010. As part of this Agreement, the County will provide the City with services necessary to execute the functions of the OCD, referenced in the current Operational Agreement, such as management of the City's Housing and Human Services programs, provision of customer and stakeholder services, staff support for the Housing and Human Services Advisory Board (HHSAB), and coordination of the City's CDBG and General Fund human services activities. The Agreement also addresses financial responsibilities and day-to-day functions of the OCD.

Approval of this multi-year Operational Agreement will authorize the expenditure of up to \$139,890 from the General Fund, \$10,000 from the Affordable Housing Trust Fund, \$12,092 from CDBG-R, and \$70,440 from MSHDA-NSP to be paid by the City to the County for FY 2011 operational costs. This expenditure includes management of the General Fund (Human Services contracts, Mortgage Foreclosure programs, and Joint Integrated Funding) and Affordable Housing Trust Fund, City-related functions of the OCD, and the use of office space. There are three City employees who will continue to work in the OCD. They will provide the County with general administrative, customer support, coordination as well as facilitation of the inspection and rehabilitation of homes and rental units occupied by lower income residents. An Administrative Assistant and Financial Manager within Community Services Area Administration will continue to assist with finance. The County will reimburse the City up to \$309,430 for City staff services in FY 2011.

The term of the multi-year Operational Agreement begins July 1, 2010 and will remain in effect through June 30, 2011, at which time the Agreement may be renewed for an additional one year term. The multi-year Operational Agreement has been reviewed by both the City Attorney's Office and the County's Office of Corporation Counsel.

Prepared by: Damon E. Thompson, Operations Manager

Reviewed by: Mary Jo Callan, Community Development Director
Sumedh Bahl, Community Services Administrator

Whereas, In October 2004, the City and County created a joint Office of Community Development (OCD) to operate their respective Community Development Departments;

Whereas, In June, 2008, the City and County entered into an Urban County Cooperation Agreement covering the Community Development Block Grant Entitlement Program, HOME Investment Partnership Program, Emergency Shelter Grant and Neighborhood Stabilization Program for the period of July 1, 2009 through June 30, 2012;

Whereas, Since the creation of the combined OCD and adoption of the Washtenaw Urban County Cooperative Agreement, it has become clear that further collaborative efforts between the City and County should be undertaken;

Whereas, An Operational Agreement between the City and County that includes the services of the OCD Director and various supporting positions of the County, such as the Housing Manager, Operations Manager, Fiscal Analyst, Intake Specialist, Human Services Analyst, Administrative Coordinator, and CD Management Analyst, and the services of supporting OCD positions of the City, such as the Administrative Assistant and Housing Rehabilitation Specialists I and II, and an Administrative Assistant and Financial Manager within Community Services Administration, will allow for such further collaborative efforts between the two organizations;

Whereas, City Council approved Resolution R-09-224 in June, 2009, authorizing the City of Ann Arbor and Washtenaw County to execute the FY 2010 Operational Agreement for the Office of Community Development;

Whereas, City Council approved Resolution R-10-041 in February, 2010, amending the FY 2010 Operational Agreement to include prior year federal HOME funds and administrative funds available for the City's CDBG-R and MSHDA NSP grants; and

Whereas, The City and County now desire to execute this Operational Agreement for the period of July 1, 2010 through June 30, 2011, at which time the Agreement may be automatically renewed for an additional one year term, to specify the services each will provide given the current Operational Agreement and Urban County Cooperative Agreement;

RESOLVED, That City Council approve the City of Ann Arbor and Washtenaw County Operational Agreement for the Office of Community Development;

RESOLVED, That City Council approve the expenditure of up to \$232,422.00 in FY 2011, as budgeted, for reimbursement to the County for all services provided to the City under this Operational Agreement, during the term of the Agreement without regard to fiscal year;

RESOLVED, That the Mayor and City Clerk be hereby authorized and directed to execute this Agreement with Washtenaw County consistent with this resolution, subject to approval as to substance by the City Administrator and approval as to form by the City Attorney;

RESOLVED, That the City Administrator be authorized to renew this agreement for an additional year subject to the availability of funds; and

RESOLVED, That the City Administrator be authorized to execute on behalf of the City any action necessary to implement this resolution.