AGENDA COVER MEMO

Memorandum Date: April 19, 2023

Order Date: May 2, 2023

TO:	Board of County Commissioners
DEPARTMENT:	County Administration
PRESENTED BY:	Matt McRae
AGENDA ITEM TITLE:	ORDER/ In the Matter of Delegating Authority to the County Administrator to Execute Two Contracts: a) McKenzie Valley Long Term Recovery Group – Holiday Farm Fire Property Surveys, in the Amount of $400,000. b) McKenzie Valley Long Term Recovery Group - Individual Assistance, in the Amount of $400,000.

I. MOTION

Move to Delegate Authority to the County Administrator to Execute Two Contracts: McKenzie Valley Long Term Recovery Group – Holiday Farm Fire Property Surveys in the amount of $400,000 and McKenzie Valley Long Term Recovery Group - Individual Assistance in the amount of $400,000.

II. AGENDA ITEM SUMMARY

During the 2021 Legislative session, House and Senate leadership created special Committees to address the recovery needs arising from the Labor Day wildfires of 2020. The House Special Committee on Wildfire developed a comprehensive funding package based on testimony the Committee received over the course of the session.

Among the many allocations, the legislature appropriated slightly more than $150 million to be distributed statewide by Oregon Housing and Community Services (OHCS) for recovery from the 2020 Labor Day fires. OHCS has obligated funding from this allocation to meet several Holiday Farm Fire recovery needs, including a grant to Lane County for $4,120,547.41.

The Board is asked to approve the use of a portion of these funds by delegating authority to the County Administrator to execute two contracts with the McKenzie Valley Long Term Recovery group.

BACKGROUND/IMPLICATIONS OF ACTION

A. Board Action and Other History

Since 2021, the Board has received regular updates from staff on Holiday Farm Fire recovery, including the number of Holiday Farm Fire survivors sheltering in hotels, number of permits issued, as well as updates on grants, planning, projects, and partnerships.

At the January 24, 2023 update, staff provided a summary of Lane County's conversation with the Director and Deputy Director of Oregon Housing and Community Services (OHCS) regarding the disposition of these funds.

On February 28, 2023, the Board approved order 23-02-28-02, Accepting this Grant from Oregon Housing and Community Services in the amount of $4,120,547.41 and Delegating Authority to the County Administrator to Execute the associated Intergovernmental Agreement with OHCS.

On February 28, 2023, the Board approved the first use of these grant funds, committing $800,000 toward the development of an affordable housing project in Blue River.

B. Policy Issues

There are no policy issues.

C. Board Goals

This relates to Strategic Goal #2, Invest in Lane County residents by fostering engaged communities with affordable housing options, equitable opportunities, economic vitality and a healthy environment.

The Holiday Farm Fire Property Survey contract will help community members pay for property boundary surveys which will support landowners rebuilding their homes.

The Individual Assistance contract will provide direct assistance to Holiday Farm Fire survivors. It can be used to help rebuild homes, replace furniture and appliances, and support other needs. The McKenzie Valley Long Term Recovery Group will distribute the funds to meet the varying needs of families and individuals in various stages of recovery.

D. Financial and/or Resource Considerations

Many Holiday Farm Fire survivors continue to reside in shelter, with relatives, and in RVs and have not had the financial resources to find rental housing or

rebuild. Not taking action on this item would delay or prevent recovery and access to housing, having a negative financial impact on the survivors.

As discussed above, the source of funding for these two contracts is a wildfire recovery grant from OHCS, so this action creates no new impacts on Lane County's General Fund.

E. Health Implications

Numerous Holiday Farm Fire survivors still reside in temporary housing, including living with relatives and in RVs. Not taking action on this item would delay recovery and access to safe, affordable, permanent housing which would continue to negatively impact the physical and mental wellbeing of families and community members.

F. Analysis

Prioritization:
Staff have worked in partnership with multiple disaster recovery partners to develop priorities for the use of these one-time OHCS grant funds. This consortium has weighed the uses in this Board Order against alternative uses, and they have considered other funding sources, including federal Community Development Block Grant – Disaster Recovery funds.

This consortium of recovery partners agreed the uses described herein are a high priority for this funding source.

Authority:
Lane Manual 20.600.300 contains the County's policies regarding authority to execute grant applications and accept grants:

A. Each Department Director is delegated the authority to approve and execute all documents in application for or acceptance of a grant not exceeding fifty thousand dollars ($50,000).

B. The County Administrator is delegated authority to approve and execute all documents in application for and acceptance of a grant not exceeding one hundred fifty thousand dollars ($150,000).

C. The County Administrator is delegated authority to approve and execute all documents in application for a grant in excess of one hundred fifty thousand dollars ($150,000), provided that the application does not obligate the County to accept the grant if awarded.

D. The Board must approve the acceptance of a grant exceeding one hundred fifty thousand dollars ($150,000). If an application for a grant in excess of one

hundred fifty thousand dollars ($150,000) obligates the County to accept the award as a condition of application, the Board must approve the application for the grant. Following Board approval of a grant or grant application, the Administrator is delegated authority to approve and execute all other grant documents.

E. The County Administrator is delegated authority to approve and execute all documents to continue a grant that was approved by the Board, so long as the continuation is substantially similar to the original grant approved by the Board.

F. Notwithstanding the limits on the County Administrator's authority contained in this section, the County Administrator may approve grant applications and accept grants when necessary to secure the full benefit of the grant to the County, provided that:

1. In the Administrator's judgment, and with the concurrence of County Counsel and the budget and financial planning office, the grant applications or grants require execution prior to the time when they could reasonably be approved by the Board at regularly-scheduled meeting; and

2. A description of the grant applications and grants, including the amounts, duration, and reason for prompt execution, is submitted to the Board for ratification on its consent agenda item following execution.

G. Alternatives/Options

a. Approve of delegating authority to the County Administrator to execute two contracts:
    i. McKenzie Valley Long Term Recovery Group – Holiday Farm Fire Surveys in the amount of $400,000.
    ii. McKenzie Valley Long Term Recovery Group - Individual Assistance in the amount of $400,000.
b. Delegate Authority to the County Administrator to execute one of the two contracts.
c. Do not delegate authority to the County Administrator to execute these two contracts.

III. RECOMMENDATION

County Administration Policy Division recommends Option #1—Delegate authority to the County Administrator to execute both contracts.

IV. TIMING/IMPLEMENTATION

The contracts will be executed as soon as possible.

V. FOLLOW-UP

Status reports will be shared at future Holiday Farm Fire quarterly updates to the Board.

VI. ATTACHMENTS

Board Order

BEFORE THE BOARD OF COMMISSIONERS OF LANE COUNTY, OREGON

ORDER NO: 23-05-02-01	ORDER/ In the Matter of Delegating Authority to the County Administrator to Execute Two Contracts: McKenzie Valley Long Term Recovery Group – Holiday Farm Fire Surveys in the Amount of $400,000 and McKenzie Valley Long Term Recovery Group Individual Assistance in the Amount of $400,000.

WHEREAS, Lane Manual Chapter 20 sets forth the County's policies regarding award, acceptance, and amendment of grants and contracts; and

WHEREAS, all the projects and services covered by the Intergovernmental Agreements listed below are funded by Oregon Housing and Community Services Intergovernmental Agreement 7438 and were approved by the Board in Board Order 23-02-28-02; and

NOW, THEREFORE, the Board of County Commissioners of Lane County **ORDERS** as follows: Delegate Authority to the County Administrator to Execute Two Contracts: McKenzie Valley Long Term Recovery Group – Holiday Farm Fire Surveys in the amount of $400,000 and McKenzie Valley Long Term Recovery Group - Individual Assistance in the amount of $400,000.

ADOPTED this 2nd day of May, 2023.

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Pat Farr, Chair
Lane County Board of Commissioners