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SACRAMENTO HOUSING AND REDEVELOPMENT AGENCY

Redevelopment Agency of the
City of Sacramento
Housing Authority of the
City of Sacramento
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6. Engineering Department - Construction administration and engineering.

County of Sacramento

1. Real Estate Division - Technical services related to acquisition, appraisals and property management.
2. Public Works Department - Construction administration, engineering and labor compliance.
3. Environmental Impact Section - Preparation of environmental reports.

In addition to these agreements the Agency requires assistance from time to time from: 1) County Welfare Department, for administration of certain public services programs; 2) County Planning and Community Development Department, for drafting and planning services; 3) County Health Department, for code violations and abatement services; and 4) County Parks Department, for administration of certain neighborhood-initiated improvement projects.

The purpose of this report and recommendation is to establish a system that is flexible, expandable and less cumbersome than the process presently in place and to delegate authority to the City Manager and the Executive Director of the Sacramento Housing and Redevelopment Agency (SHRA) and its legal entities to arrange and approve Memorandums of Agreements between various Departments and Divisions concerned. These Agreements will be used to complement previously approved projects in the Agency's annual budget. Funding will be limited to amounts reflected in the budget for specific projects. The amounts could be changed only by approval of a budget amendment and any approved amendments would be automatically reflected in the affected Memorandum of Agreement.

The Memorandum of Agreement (see Attachment A as a sample) would be adequate in most arrangements between SHRA and the City/County. However, in certain situations such as multiple contracts with the Engineering Department for executing a number of projects under one Memorandum of Agreement (MOA) a system of Individual Project Agreements is recommended to supplement the MOA. The Individual Project Agreement (IPA) are used as a control system by SHRA management (see Attachment B for a sample).