



Agenda Item: 10.A
Date of Meeting: January 13, 2025
Department: Planning

STAFF REPORT

To: City Council
From: Ana Budnyk
Subject: **Regional Housing Needs Assessment Memorandum of Understanding**
Prepared On: January 8, 2025
Attachments: Cost Sharing MOU Regional Needs Assessment
Draft Contract with BAE
SMR 2025 Schedule of Fees
BAE_EasternSierraHousingNeedsAssessment_Proposal

Background/History:

To address the need for adequate housing in the region, the County of Inyo, County of Mono, Town of Mammoth Lakes, City of Bishop, and Eastern Sierra Council of Governments (ESCOG) agreed to prepare a Regional Housing Needs Assessment and Action Plan.

A staff committee representing the participating jurisdictions developed and issued a Request for Proposals (RFP) to retain a consultant for the assessment. Mono County's existing contract with SMR Development provided support for the preparation, distribution, and evaluation of the RFP.

BAE Urban Economics was selected as the consultant to prepare the Regional Housing Needs Assessment and Action Plan. To streamline the process, Inyo County offered to administer the contract with BAE, with the other jurisdictions reimbursing Inyo for their respective shares of the contract cost.

Analysis/Discussion:

The total cost of the assessment will be shared among the four participating jurisdictions: Inyo County, Mono County, Town of Mammoth Lakes, and City of Bishop. However, since Mono County contributed resources through its contract with SMR Development, Mono's share of the cost will be reduced proportionally.

Approval of this MOU will formalize the cost-sharing arrangement and enable the project to move forward, ensuring the region has a comprehensive plan to address housing needs.

Economic Impacts:

N/A

Budget Impacts:

If the suggested action is taken by City Council, the FY 2024-25 budget shall be updated to facilitate future transactions pursuant to the MOU. The City would transfer funds out of its General Fund, into its Property/Housing Development Fund. The accounts and amounts impacted are listed below:

001-034-59999	Transfers Out	54,089.00
023-000-39999	Transfers In	(54,089.00)

Legal Review:

Recommended Action:

Staff recommends that the City Council authorize the City Administrator to execute the Memorandum of Understanding (MOU) for the Regional Housing Needs Assessment for an amount not to exceed \$54,089.00.

Approved By: Ethan Aukee 1/8/2025

Approved By: Robin Picken 1/8/2025

Approved By: Dean Pucci 1/8/2025

Approved By: Deston Dishion 1/8/2025