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# MEMORANDUM

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Date: August 30, 2022

To: The Honorable Chair and Members  
Pima County Board of Supervisors

From: Jan Leshner   
County Administrator

Re: **August 15 Board of Supervisors Meeting Consent Item 18**

During the August 15 Board of Supervisors meeting, Supervisor Christy and Chair Bronson questioned the administrative delay in the processing of the U.S. Department of Housing and Urban Development (HUD) Continuum of Care Program – End of Chronic Homelessness Supportive Housing Program (ECHO) intergovernmental agreement (IGA) with the City of Tucson.

Despite a contract start date of October 2021, the original HUD contract was not processed by the City of Tucson until April 2022.

On May 2022, the County/Community Workforce & Development (CWD) provided the City of Tucson the requested documentation for renewal and finalization of the IGA.

On June 20, 2022, a final document was received from the City of Tucson by CWD, for processing and review by Grants Management & Innovation and Pima County Attorney's Office. The document was approved by County Administration on July 26, 2022 for the August 15 Board of Supervisors meeting.

The much-delayed nature of this contract award due to its very late receipt from the City of Tucson, although atypical, is not unique. Regardless the contract was processed by staff efficiently once it was received from our partners.

JKL/dym

c: Francisco García, MD, MPH, Deputy County Administrator and Chief Medical Officer  
Carmine DeBonis, Jr., Deputy County Administrator  
Steve Holmes, Deputy County Administrator  
Dan Sullivan, Director, Community Workforce & Development