

SUBMITTED BY: Xenia Gonzalez, Neighborhood Resources & Grants Director
MANAGEMENT TEAM REVIEW: Ana Urquijo, City Manager/Luis Pedroza, Deputy City Manager/City Treasurer
FOCUS AREA: Collaboration

**ORGANIZATIONAL
IMPROVEMENTS:**

SUBJECT: **APPROVAL of an ADDENDUM to EXISTING INSPECTION SERVICES AGREEMENT** between Cochise County and the Arizona Department of Housing in support of the local jurisdiction, identified as the City of Douglas, to **ENFORCE INSTALLATION STANDARDS**

EXECUTIVE SUMMARY:

Cochise County is the local enforcement agency with ADOH to enforce installation standards of quality and safety for manufactured homes, factory-built buildings, and mobile homes. Cochise County has been conducting these inspections in our jurisdiction (and county-wide) for decades.

BACKGROUND:

In 2017, ADOH sent an Agreement to our Building Specialist, to formalize a written understanding for the continued provision of these services by Cochise County and oversight by ADOH; that agreement was never executed by the City of Douglas – it was executed by Cochise County as the responsible agency. The attached Addendum is to formalize, in writing, the ongoing arrangement with Cochise County and to eliminate unnecessary duplication of inspections regarding installation standards within Cochise County’s jurisdiction.

DISCUSSION:

It is in the benefit and best interest of the City of Douglas and Cochise County to formalize this addendum to the agreement in writing to avoid disruption of service and/or unnecessary duplication of inspections regarding installation standards of manufactured homes, factory-built buildings and mobile homes.

The Cochise County Board of Supervisors approved the Addendum to Existing Inspection Services Agreement on September 13, 2022.

FISCAL IMPACT:

There is no cost to the City of Douglas to enter into this Addendum to Existing Inspection Services Agreement.

Fiscal Year: 2022/2023

Amount Requested: \$0

Budgeted: NO

Account (s):

“...I MOVE THAT THE MAYOR AND COUNCIL APPROVE THE ADDENDUM TO EXISTING INSPECTION SERVICES AGREEMENT TO ENFORCE INSTALLATION STANDARDS FOR MANUFACTURED HOMES, FACTORY-BUILT BUILDINGS AND MOBILE HOMES...”