



Community Development Department
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532

For Meeting of: October 20, 2026

☒ Consent Item; ☐ Public Hearing Item

To: City Council

From: Kevin Caldwell, Community Development Director 

Through: Kyle Knopp, City Manager

Date: October 5, 2026

Subject: Consideration of Resolution No. 1685-2026 County of Humboldt to apply to the California Department of Housing and Community Development (HCD) on the City's behalf for up to \$500,000 in HOME Investment Partnerships Program (HOME) funds to establish a First-Time Homebuyer Program within the City of Rio Dell, and authorizing the Mayor, or designee, to execute the HOME Standard Agreement and related documents if funding is awarded.

RECOMMENDATION

Staff recommends that the City Council:

Adopt the attached Resolution authorizing the County of Humboldt to submit an application to the California Department of Housing and Community Development (HCD) on the City's behalf for up to \$500,000 in HOME Investment Partnerships Program (HOME) funds to establish a First-Time Homebuyer Program within the City of Rio Dell, and authorizing the Mayor, or designee, to execute the HOME Standard Agreement and related documents if funding is awarded.

BACKGROUND

The California Department of Housing and Community Development (HCD) administers federal HOME Investment Partnerships Program funds provided by the U.S.

Department of Housing and Urban Development (HUD). HOME funds may be used to support eligible affordable housing activities for low- and moderate-income households. On **January 19, 2024**, HCD issued a Notice of Funding Availability (NOFA) announcing the availability of HOME funds. As the Council is aware, HCD housing programs are currently administered by the County on the City's behalf under an active MOU. The City proposes to apply for up to \$500,000 to establish a First-Time Homebuyer Program serving eligible households purchasing homes within Rio Dell.

The proposed program would provide financial assistance to eligible first-time homebuyers, subject to applicable HOME income, underwriting, affordability, resale, and other program requirements.

DISCUSSION

The attached Resolution provides the authorizations required for the City to submit its HOME application and, if awarded funding, enter into the required agreements with HCD and administer the program.

The Resolution would:

- Authorize submission of a HOME application requesting up to \$500,000 for a First-Time Homebuyer Program in Rio Dell;
- Authorize execution of the HOME Standard Agreement and any amendments or related documents required by HCD or HUD;
- Authorize the Mayor to execute HOME-related contracts and documents on behalf of the City; and
- Authorize the Mayor or designee to execute drawdown requests and other required HOME Program forms.

The City currently has \$0 in HOME Program Income or Recaptured Funds available from prior HOME-funded activities and does not anticipate additional Program Income or Recaptured Funds during the next four years.

Adoption of the Resolution does not commit City General Fund resources. If awarded, HOME funds would be subject to HCD's funding agreement and all applicable federal and state requirements.

FISCAL IMPACT

There is no direct General Fund expenditure associated with submitting the application. If awarded, the City could receive up to \$500,000 in HOME **funds** for the First-Time Homebuyer Program. Administration of the grant will require compliance with applicable federal and state reporting, monitoring, and program requirements.

ATTACHMENTS

Attachment 1: Resolution No. 1685-2026 authorizing Submittal of an Application to HCD for HOME Investment Partnerships Program Funds and Authority to Execute Related Documents

Attachment 2: A letter to HCD on behalf of Mayor Garnes designating the City Manager of the City of Rio Dell, or the City Manager's designee, as an authorized signatory for purposes of the City's participation in the California Department of Housing and Community Development's ("Department") HOME Investment Partnerships Program ("HOME Program").

RESOLUTION NO. 1685-2026



**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIO DELL
AUTHORIZING SUBMITTAL OF AN APPLICATION TO THE CALIFORNIA
DEPARTMENT OF HOUSING AND COMMUNITY DEVELOPMENT FOR A
GRANT AND THE AUTHORITY TO EXPEND PROGRAM INCOME,
RECAPTURED FUNDS, AND PROGRAM INCOME ADMINISTRATIVE FUNDS
(HEREINAFTER COLLECTIVELY "PI FUNDS") UNDER THE HOME
INVESTMENT PARTNERSHIPS PROGRAM (HOME); AND IF APPROVED,
THE EXECUTION OF A STANDARD AGREEMENT, ANY AMENDMENTS
THERE TO, AND OF ANY RELATED DOCUMENTS NECESSARY TO
PARTICIPATE IN THE HOME PROGRAM.**

WHEREAS:

- A. The California Department of Housing and Community Development (the "Department") is authorized to allocate HOME Investment Partnerships Program ("HOME") funds made available from the U.S. Department of Housing and Urban Development ("HUD"). HOME funds are to be used for the purposes set forth in Title II of the Cranston-Gonzalez National Affordable Housing Act of 1990, in federal implementing regulations set forth in Title 24 of the Code of Federal Regulations, part 92, and in Title 25 of the California Code of Regulations commencing with section 8200.
- B. On January 19, 2024 the Department issued a Notice of Funding Availability announcing the availability of funds under the HOME program (the "NOFA").
- C. In response to the NOFA, the City of Rio Dell, a municipal corporation (the "Applicant") wishes to apply to the Department for and receive an allocation of HOME funds.
- D. Applicant is in possession of \$0 of HOME PI Funds derived from payments, payoffs, and/or residual receipts from prior Department-funded HOME loans(s) made by Applicant, and anticipates receipts as high as \$0 of additional HOME Program Income and/or Recaptured Funds in the next four years, of which \$0

is requested to be awarded by the Department for the project or activity(ies) specified below, and for HOME administrative costs.

IT IS NOW THEREFORE RESOLVED THAT:

1. In response to the above-referenced HOME NOFA, the Applicant shall submit an Application to the Department to participate in the HOME program for a grant allocation of funds not to exceed \$500,000 for the following activities and/or programs:

First Time Homebuyer's Program to be located in the City of Rio Dell.

2. If the Application for funding is approved, then the Applicant hereby agrees to use the HOME funds for eligible activities in the manner presented in its Application as approved by the Department in accordance with the statutes and regulations cited above. The Applicant will also execute a Standard Agreement with the Department, any amendments thereto, and any and all other documents or instruments necessary or required by the Department or HUD for participation in the HOME program.
3. The Applicant hereby authorizes and directs the Mayor to execute, in the name of the Applicant, the HOME Standard Agreement, other HOME-related contracts and conveyances, and any subsequent amendments thereto.
4. The Applicant hereby authorizes the Mayor or their designee, to execute, in the name of the Applicant, drawdown requests and any other HOME Program form requiring a signature, as may be required by the Department from time to time.

PASSED AND ADOPTED at a regular meeting of the City Council of the City of Rio Dell held on 10/20/2026 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Mayor Debra Garnes
City Council

STATE OF CALIFORNIA
City of Rio Dell

I, Jessica Hill, City Clerk of the City of Rio Dell, State of California, hereby certify the above and foregoing to be a full, true and correct copy of a resolution adopted by said City Council on this 20th day of October, 2026 and that said resolution has not been amended, modified, repealed, or rescinded since its date of adoption and is in full force and effect as of the date hereof.

Jessica Hill, City Clerk of the City of Rio Dell, State of
California

By: Jessica Hill, City Clerk



City of Rio Dell
675 Wildwood Avenue
Rio Dell, CA 95562
(707) 764-3532

October 20, 2026

California Department of Housing and Community Development
HOME Investment Partnerships Program
651 Bannon Street
Sacramento, CA 95811

RE: Designation of Authorized Signatory – HOME Investment Partnerships Program

Dear Department of Housing and Community Development:

On behalf of the City of Rio Dell, I hereby designate the City Manager of the City of Rio Dell, or the City Manager's designee, as an authorized signatory for purposes of the City's participation in the California Department of Housing and Community Development's ("Department") HOME Investment Partnerships Program ("HOME Program").

Pursuant to the resolution adopted by the City Council authorizing submission of the City's HOME application, and subject to the terms and limitations of that resolution, if the City's application is approved, the City Manager or the City Manager's designee is authorized to execute, in the name of the Applicant, the following documents and instruments as may be required by the Department or the U.S. Department of Housing and Urban Development ("HUD") in connection with the City's HOME award:

- The HOME Standard Agreement and any amendments thereto;
- HOME-related contracts, certifications, and other documents or instruments necessary or required for participation in the HOME Program;
- Drawdown requests; and
- Any other HOME Program form requiring a signature in connection with the administration and implementation of the City's approved HOME-funded activity.

This designation shall apply to the City Manager serving from time to time and any duly authorized designee, and shall remain effective for the duration of the City's

participation in the HOME Program and any resulting HOME Standard Agreement, unless modified or revoked by action of the City Council.

Nothing in this designation shall be construed to expand or supersede the authority granted by the City Council in its HOME Program resolution or to authorize the expenditure of HOME funds for activities other than those approved by the Department and the City Council.

Please accept this letter as the City of Rio Dell's formal designation of the City Manager, or the City Manager's designee, as an authorized signatory for purposes of the City's HOME application and, if approved, the administration of the resulting HOME grant.

Sincerely,

Debra Garnes
Mayor, City of Rio Dell

CC:

City Manager
Finance Director
Community Development Director
County of Humboldt – Kristin Martinique