



County Executive Office

Memorandum

December 9, 2025

To: Clerk of the Board of Supervisors
From: Michelle Aguirre, County Executive Officer
Subject: Supplemental Request According to Board Rule 21

Digitally signed by Michelle Aguirre Date: 2025.12.10 08:05:38 -08'00'

Handwritten signature: Maguire

RECEIVED stamp: 2025 DEC 10 AM 10:57 CLERK OF THE BOARD COUNTY OF ORANGE BOARD OF SUPERVISORS

Handwritten initials: S28B

The County Executive Office is requesting a Supplemental Agenda Staff Report for the December 16, 2025, Board Hearing.

Agency: OC Community Resources
Subject: Amended and Restated MOU with the Orange County Housing Finance Trust
Districts: All Districts

Reason Item is Supplemental: The Orange County Housing Finance Trust (OCHFT) Board approved the Memorandum of Understanding (MOU) at their December 3, 2025, meeting. The next possible Board of Supervisors date prior to the MOU going into effect (if approved) on January 1, 2026, is the December 16, 2025, meeting. This Agenda Staff Report and attachments were finalized after the filing deadline to the Clerk of the Board.

Justification: In order to provide a seamless transition in services for OCHFT, the MOU is to go into effect January 1, 2026. As the OCHFT Board approved the MOU at their December 3, 2025, meeting, the next available Board of Supervisors date to bring this item for approval is December 16, 2025.

Concur: Doug Chaffee, Chair of the Board of Supervisors

cc: Board of Supervisors
County Executive Office
County Counsel



### SUPPLEMENTAL AGENDA ITEM AGENDA STAFF REPORT

RECEIVED  
2025 DEC 10 11:05:57  
CLERK OF THE BOARD  
COUNTY OF ORANGE  
BOARD OF SUPERVISORS

**MEETING DATE:** 12/16/2025  
**LEGAL ENTITY TAKING ACTION:** Board of Supervisors  
**BOARD OF SUPERVISORS DISTRICT(S):** All Districts  
**SUBMITTING AGENCY/DEPARTMENT:** OC Community Resources  
**DEPARTMENT HEAD REVIEW:** Dylan Wright  
DocuSigned by: Dylan Wright  
0122617372014466  
Department Head Signature  
**DEPARTMENT CONTACT PERSON(S):** Dylan Wright, (714) 480-2788  
Julia Bidwell, (714) 480-2991

**SUBJECT:** Amended and Restated MOU with the Orange County Housing Finance Trust

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|--|---|---|
| <b>CEO CONCUR</b><br><br><small>Digitally signed by Michelle Aguirre<br/>Date: 2025.12.10<br/>08:06:26 -08'00'</small><br>CEO Signature | <b>COUNTY COUNSEL REVIEW</b><br>Approved Agreement to Form<br><hr/> <small>Action Signed by: Jacqueline Guzman<br/>64525847616488</small><br>County Counsel Signature | <b>CLERK OF THE BOARD</b><br>Discussion<br>3 Votes Board Majority |
|--|---|---|

**Budgeted:** N/A                      **Current Year Cost:** N/A                      **Annual Cost:** N/A

**Staffing Impact:** No                      **# of Positions:** N/A                      **Sole Source:** N/A

**Current Fiscal Year Revenue:** N/A

**Funding Source:** See Financial Impact Section                      **County Audit in last 3 years:** No

**Levine Act Review Completed:** N/A

**Prior Board Action:** 6/23/2020 #15, 3/12/2019 #S22C

**RECOMMENDED ACTION(S)**

1. Authorize the County Executive Officer or designee to execute the Amended and Restated Memorandum of Understanding between the County of Orange and the Orange County Housing Finance Trust for the County to provide administrative services to the Trust beginning January 1, 2026.
2. Authorize the County Executive Officer or designee to make non-substantive changes to Memorandum of Understanding between the County of Orange and the Orange County Housing Finance Trust, provided all other terms and conditions of the Memorandum of Understanding remain the same.

**SUMMARY:**

Approval of the Amended and Restated Memorandum of Understanding with the Orange County Housing Finance Trust will allow the County to continue providing select administrative services to support the Orange County Housing Finance Trust's ongoing operations.

## **BACKGROUND INFORMATION:**

On March 12, 2019, the Board of Supervisors approved the Joint Powers Agreement (Agreement) that led to the formation of the Orange County Housing Finance Trust (Trust). The Agreement includes a provision that allows the Trust to contract with any party to provide administrative services.

In order to facilitate management and operations for the Trust, the Trust Board approved the recommendation that the County of Orange (County) provide certain administrative services that would be reimbursed by the Trust. The prior services Memorandum of Understanding (MOU) between the County and Trust was approved by the Board of Supervisors June 23, 2020.

Under the proposed Amended and Restated MOU between the County and the Trust, the Scope of Services has been updated to reflect the services that are proposed to be provided by County Agencies/Departments starting January 1, 2026:

- Auditor/Controller
- Treasurer-Tax Collector
- County Counsel
- Clerk of the Board
- OC Community Resources
- CEO Public Finance

The rates charged to the Trust for such services provided shall be the same rates as those charged to County Departments and special districts for the same or similar services and shall be subject to adjustment annually at the sole and exclusive discretion of the County.

Approval of this MOU will further assist the Trust in fulfilling its mission to strengthen the communities in Orange County by financing the development of housing for individuals and families experiencing homelessness and low-income individuals and families.

This MOU will support the Housing Funding Strategy (HFS) 2022 Update. The HFS 2022 Update outlines the recommendations for a strategic approach to achieve an updated goal of developing 2,396 supportive housing units over a seven-year period from 2022 to 2029.

The Trust Board unanimously approved the MOU at its December 3, 2025 meeting.

## **FINANCIAL IMPACT:**

The Orange County Housing Finance Trust budgeted to pay the County of Orange \$216,370 for FY 2025-26. The actual cost of services provided to Orange County Housing Finance Trust will be reimbursed from Fund 163 to General Fund 100.

As per the MOU, each year the County shall provide the Trust the estimated annual cost of providing the Services described in the MOU for consideration by the Trust during its annual budget process. The County shall provide this information to the Trust on or before March 31 of each year for the next fiscal year. The rates charged to the Trust for such Services provided shall be the same rates as those charged to County departments and special districts for the same or similar Services and shall be subject to adjustment annually at the sole and exclusive discretion of the County.

## **REVIEWING AGENCIES:**

Auditor-Controller  
Treasurer-Tax Collector  
Clerk of the Board of Supervisors

**STAFFING IMPACT:**

N/A

**ATTACHMENT(S):**

Attachment A – Amended and Restated Memorandum of Understanding with Orange County Housing Finance Trust

Attachment B – Memorandum of Understanding with Orange County Housing Finance Trust Redline