



BOARD OF SUPERVISORS AGENDA ITEM REPORT

Requested Board Meeting Date: 2/18/2025

*= Mandatory, information must be provided

Click or tap the boxes to enter text. If not applicable, indicate "N/A".

***Title:**

Pima County Resolution to authorize designated staff to conduct Environmental Review Records (ERRs) for U.S. Department of Housing and Urban Development (HUD) funded activities.

***Introduction/Background:**

Pima County ("County"), through its Department of Community & Workforce Development ("CWD") administers several federal and local grant programs to benefit low-income populations, the homeless, and certain special needs individuals in Pima County. As a recipient of HUD grant funds, the County is required to comply with Environmental Review Procedures set forth in 24 CFR Part 58; the provisions of the National Environmental Policy Act; and the Council on Environmental Quality regulations in 40 CFR Parts 1500 through 1508.

***Discussion:**

As a recipient of Federal funding from the U.S. Department of Housing and Urban Development (HUD), CWD is the "Responsible Entity" (RE) under 24 CFR Part 58, which must ensure completion of the Federally required environmental review process for certain HUD-funded projects. The RE is responsible for ensuring compliance with the National Environmental Protection Act (NEPA) and relevant Federal laws, and for ensuring the Environmental Review Record (ERR) is complete, which includes issuing the required public notifications and submitting required documentation.

***Conclusion:**

County is required to appoint a Certifying Officer ("CO") who shall certify that the environmental requirements established in law and regulation are in compliance for projects funded through HUD, and also appoint an Environmental Officer ("EO") who shall be responsible for conducting environmental reviews.

***Recommendation:**

Staff recommends Board approval of the Resolution designating the CWD Director, CWD Community Development Division Manager, or CWD CDBG Community & Workforce Manager as the CO and CWD CDBG Community & Workforce Manager or CWD CDBG Community & Workforce Coordinator as the EO.

***Fiscal Impact:**

There is no fiscal impact.

***Board of Supervisor District:**

☐ 1 ☐ 2 ☐ 3 ☐ 4 ☐ 5 ☒ All

Department: Community & Workforce Development Telephone: 724-6750/724-6767


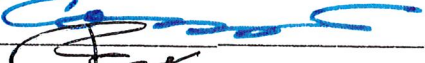

Contact: Joel Gastelum/Joel Viers Telephone: 724-6750/724-6767

Board of Supervisors Agenda Item Report

Pima County Resolution to authorize designated staff to conduct Environmental Review Records (ERRs) for U.S. Department of Housing and Urban Development (HUD) funded activities.

February 18, 2025

Page 2

Department Director Signature:		Date:	1.28.25
Deputy County Administrator Signature:		Date:	1/31/2025
County Administrator Signature:		Date:	1/31/2025

RESOLUTION NO. 2025 - _____

RESOLUTION OF THE PIMA COUNTY BOARD OF SUPERVISORS AUTHORIZING CERTAIN STAFF TO SERVE AS THE CERTIFYING OFFICER AND THE ENVIRONMENTAL OFFICER TO EXECUTE FEDERALLY REQUIRED ENVIRONMENTAL REVIEW RECORDS FOR COUNTY'S COMMUNITY DEVELOPMENT, AFFORDABLE HOUSING, AND HOMELESS/SPECIAL NEEDS POPULATIONS PROGRAMS.

WHEREAS, Pima County ("County"), through its Department of Community & Workforce Development ("CWD") administers several federal and local grant programs to benefit low-income populations, the homeless, and certain special needs individuals in Pima County; and,

WHEREAS, the County is the recipient U.S. Department of Housing and Urban Development ("HUD") grant funds under Title I of the Housing and Community Development Act of 1974, Public Law 93-383, as amended; Title II of the Cranston-Gonzalez National Affordable Housing Act; and, Title IV of the McKinney-Vento Homeless Assistance Act; and,

WHEREAS, as a recipient of the above HUD grant funds, the County is required to comply with *Environmental Review Procedures for Entities Assuming HUD Environmental Responsibilities* set forth in 24 CFR Part 58; the provisions of the National Environmental Policy Act; the Council on Environmental Quality regulations in 40 CFR Parts 1500 through 1508; as well as other Federal and State environmental laws and regulations; and,

WHEREAS, County is required to conduct environmental reviews of HUD-funded projects to analyze (1) the effects of a proposed project on people and the natural environment of the project site; and, (2) the effects that the natural and social environment may have on the project; and

WHEREAS, HUD requires the County to appoint a Certifying Officer ("CO") who shall certify that the environmental requirements established in law and regulation for projects funded through HUD have been met; and,

WHEREAS, HUD further requires the County to appoint an Environmental Officer ("EO") who shall be responsible for conducting environmental reviews; and,

WHEREAS, the CO and EO must sign certain portions of project Environmental Review Records ("ERRs"); and,

WHEREAS, to fulfill the County's requirements to HUD under 24 CFR Part 58, the Board of Supervisors designates the CWD Director, CWD Community Development Division Manager, or CWD CDBG Program Manager as the CO and CWD CDBG Program Manager or CWD CDBG Program Coordinator as the EO.

NOW, THEREFORE, BE IT RESOLVED BY THE BOARD OF SUPERVISORS OF PIMA COUNTY as follows:

1. That the CWD Director, CWD Community Development Division Manager, or CWD CDBG Program Manager is designated as the Certifying Officer responsible for certifying, via signature applied to each ERR, that the environmental requirements have been followed for HUD funded projects.
2. That the CWD CDBG Program Manager or CWD CDBG Program Coordinator is designated as the Environmental Officer responsible for conducting environmental reviews for HUD funded projects and signing project Environmental Review Records.

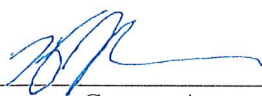
Passed and adopted, this _____ day of _____, 2025.

Chair, Pima County Board of Supervisors

ATTEST:

APPROVED AS TO FORM

Clerk of the Board



Deputy County Attorney