**City Council Agenda Item Request**
Submit to Clerk's Office
No later than 30 days before proposed Council meeting

1. **Date submitted to Clerk's Office:** July 18, 2025

2. **Primary contact person and Department requesting agenda item:** Emily Ball, CED

3. **Requested Council meeting date:** August 26, 2025

4. **Subject:** Memorandum of Understanding with the Asheville-Buncombe Continuum of Care

5. **Action Requested:** Resolution authorizing the City Manager to execute a Memorandum of Understanding with the Asheville-Buncombe Continuum of Care defining the City's roles as Lead Agency and Homeless Management Information System Lead

6. **Note if time sensitive, and why:** N/A

7. **Potential fiscal impact(s) - if known by staff at time of request:** Potential for future revenue via administrative costs for managing CoC funding as applicable

8. **Identify all vendor outreach for Minority & Women Owned Business Enterprises (MWBE).** N/A

9. **Identify all Boards, Commissions and Council Committees with tentative dates - add in the vote and recommendation from each Board:**
    - Asheville-Buncombe Continuum of Care Board - August 14, 2025 - unanimous approval of the MOU
    - Housing and Community Development - August 19, 2025 - unanimous recommendation that City Council approve the MOU

10. **Identify key issues:**
    - The CoC oversees homelessness response in Asheville and Buncombe County.
    - CoCs are voluntary planning bodies rather than standalone organizations and designate Lead Agencies to provide strategic and administrative support.
    - The Asheville-Buncombe CoC formed via charter approved by its Membership on February 29, 2024.
    - The charter named the City of Asheville as the CoC's designated Lead Agency and Homeless Management Information System (HMIS) Lead and specified that a Memorandum of Understanding would be developed between the CoC and City defining duties, responsibilities and assessment process for each of those roles.
    - The City's Homeless Strategy Division fulfills the Lead Agency and HMIS Lead responsibilities, staffing the CoC and serving as system administrator for the HMIS.
    - Homeless Strategy Division staff have collaborated with the CoC's Technical Assistance provider to draft the MOU, which has been reviewed by the City's Legal Department and CoC Board Officers prior to being presented to the CoC Board.
    - If approved by the CoC Board at its August 14, 2025 meeting, the MOU will come forward to City Council for consideration to codify the City's role as CoC Lead Agency and HMIS Lead.
    - The CoC will assess the City's performance in those roles no later than June 30, 2027 based on duties and responsibilities established in the MOU.