



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Grants Management Division

m e m o r a n d u m

TO: Laurel Lunt Prussing, Mayor

FROM: Elizabeth H. Tyler, FAICP, Community Development Director

DATE: July 9, 2009

SUBJECT: AN ORDINANCE APPROVING AN AMENDMENT TO A CITY OF URBANA COMMUNITY DEVELOPMENT BLOCK GRANT SUBRECIPIENT AGREEMENT (A Woman's Fund – A Woman's Place/Project No. 0809-AAP-01)

Description

Included on the agenda of the July 13, 2009 special meeting of the Urbana City Council is an ordinance approving an amendment to a City of Urbana Community Development Block Grant Subrecipient Agreement (A Woman's Fund – A Woman's Place/No. 0809-AAP-01). The amendment would extend the timeframe for completion of the project from June 30, 2009 to December 31, 2009.

Issues

The issue is whether the Urbana City Council should approve the ordinance approving the proposed amendment to this agreement.

Background

On April 21, 2008, the Urbana City Council passed Ordinance No. 2008-04-028 approving an agreement with A Woman's Fund's (AWF) allocating funds for the repair of a chimney, site grading, and sanding and refinishing the dining room floor at the shelter operated by A Woman's Place, located at 1304 East Main Street, Urbana. This project was included in the City of Urbana and Urbana HOME Consortium Annual Action Plan FY 2008-2009.

Construction of the project was publicly advertised in the May 7, 2009 News-Gazette requesting sealed bids be submitted to AWF by 2:00 pm on May 26, 2009. There were no responses to the bid request.

In a letter dated June 23, 2009 (copy attached), AWF requested the City of Urbana allow an extension of their agreement for FY 0809 to allow additional time to complete the project. AWF also requested technical assistance from City staff regarding how to proceed, since no bids were received. City staff is working with AWF regarding their request, in order to ensure the project will be completed by December 31, 2009.

At its June 30, 2009 rescheduled regular meeting, the Urbana Community Development Commission unanimously voted to forward the Ordinance to the Urbana City Council with a recommendation for approval.

Options

1. Approve the ordinance approving the amendment to the agreement with A Woman's Fund – A Woman's Place.
2. Approve the ordinance with changes.
3. Do not approve the ordinance.

Fiscal Impacts

This amendment would not have any direct fiscal impact as these funds have been previously budgeted. Changing the amount of time required for completion of this project will not have a negative impact on the City's required expenditure of CDBG funds, as the project will be completed before the next required timeliness test by HUD.

Recommendations

Staff and the Community Development Commission recommend that the Urbana City Council approve the Ordinance authorizing the amendment to the agreement.

Memorandum Prepared By:

**Kelly Hartford
Grants Coordinator
Grants Management Division**

Attachments:

1. AN ORDINANCE APPROVING AN AMENDMENT TO A CITY OF URBANA COMMUNITY DEVELOPMENT BLOCK GRANT SUBRECIPIENT AGREEMENT (A Woman's Fund – A Woman's Place/Project No. 0809-AAP-01)
2. An Amendment to a City of Urbana Community Development Block Grant Agreement (A Woman's Fund – A Woman's Place/Project No. 0809-AAP-01)
3. Copy of June 23, 2009 letter from A Woman's Fund requesting timeline extension

ORDINANCE NO. 2009-07-074

AN ORDINANCE APPROVING AN AMENDMENT TO A CITY OF URBANA
COMMUNITY DEVELOPMENT BLOCK GRANT SUBRECIPIENT AGREEMENT

(A Woman's Fund
Project No. 0809-AAP-01)

WHEREAS, on April 21, 2008, the Urbana City Council passed Resolution No. 2008-04-028 approving the City of Urbana and Urbana HOME Consortium Annual Action Plan for Program Year 2008-2009 authorizing certain activities under the Public Facilities and Improvements Program.

WHEREAS on July 5, 2008, the Urbana City Council passed Ordinance No. 2008-07-059 approving said Agreement with the Subgrantee; and

WHEREAS, due to new considerations with regard to the repair of the chimney, site grading, and sanding/refinishing of the dining room floor, at the shelter operated by A Woman's Place, located at 1304 East Main Street, Urbana, the City and A Woman's Fund now desire to make an amendment to the CDBG Agreement to change the timeframe for completion of the project with regard to the Agreement; and

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF URBANA, ILLINOIS, as follows:

Section 1. That the City of Urbana hereby approves AN AMENDMENT TO A CITY OF URBANA COMMUNITY DEVELOPMENT BLOCK GRANT SUBRECIPIENT AGREEMENT (A WOMAN'S FUND NO. 0809-AAP-01), in substantially the form of the copy of said Amendment to the Agreement attached hereto and hereby incorporated by reference be and the same, and authorizes the Mayor of the City of Urbana to execute the same on behalf of the City of Urbana.

Section 2. That the Mayor of the City of Urbana, Illinois, be and the same is hereby authorized to execute and deliver and the City Clerk of the City of Urbana, Illinois, be and the same is authorized to attest to said execution of said Agreement as so authorized and approved for and on behalf of the City of Urbana, Illinois.

PASSED by the City Council this _____ day of _____, _____.

AYES:

NAYS:

ABSTAINS:

Phyllis D. Clark, City Clerk

APPROVED by the Mayor this _____ day of _____, _____.

Laurel Lunt Prussing, Mayor

SUBRECIPIENT NAME: A Woman's Fund
PROJECT NO. 0809-AAP-01
CFDA No. 14.218

**AN AMENDMENT TO A CITY OF URBANA
COMMUNITY DEVELOPMENT BLOCK GRANT SUBRECIPIENT AGREEMENT**

**(A Woman's Fund – A Woman's Place
Project No. 0809-AAP-01**

This Agreement is made this _____ day of July, 2009 between the City of Urbana, an Illinois Municipal Corporation (hereinafter referred to as the "City"), and A Woman's Fund, an Illinois Not-For-Profit Organization (hereinafter referred to as the "Subgrantee").

WITNESSETH:

WHEREAS, the City has been designated as an "Entitlement" by the U. S. Department of Housing and Urban Development under provisions of the Housing and Community Development Act of 1974, as amended, and the City has received an entitlement of funds during the period July 1, 2008 - June 30, 2009, pursuant to the Community Development Block Grant Program (hereinafter referred to as the "CDBG Program"); and

WHEREAS, the Urbana City Council adopted a CDBG Program and budget which authorized funding for the repair of a chimney, site grading, and sanding/refinishing the dining room floor, at the shelter operated by A Woman's Place, located at 1304 East Main Street, Urbana); and

WHEREAS, the City has the right and authority under said CDBG Program to change the amount of funds allocated for CDBG Agreements; and

WHEREAS, on April 21, 2008, the Urbana City Council passed Resolution No. 2008-04-028 approving the City of Urbana and Urbana HOME Consortium Annual Action Plan for Program Year 2008-2009.

WHEREAS, due to new considerations with regard to the repair of the chimney, site grading, and sanding/refinishing the dining room floor, at the shelter operated by A Woman's Place, located at 1304 East Main Street, Urbana, the City and A Woman's Fund now desire to make an amendment to the CDBG Agreement to extend the effective date of the Agreement; and

NOW, THEREFORE, for and in consideration of the premises and of the mutual covenants and agreements herein contained, the parties agree as follows:

1. Attachment C: Statement of Special Conditions of the Agreement is hereby amended to replace the existing Section 1 with a new Section 1 as follows:

This Agreement is contingent upon Subgrantee operating the Scope of Service herein initially outlined during the period July 1, 2008 - June 30, 2009, now extended during the period July 1, 2009 – December 31, 2009.

2. All other provisions of said Agreement shall remain in full force and effect.

IN WITNESS WHEREOF, the parties have hereunto set their hands and seals, and have caused this instrument to be executed by their duly authorized officials and corporate seals affixed hereto, all on the day and year first above written.

CITY

SUBGRANTEE

By: _____

By: _____

Date: _____

Date: _____

Attest: _____

Attest: _____

Date: _____

Date: _____

SEAL

SEAL