



## DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

*Grants Management Division*

### **m e m o r a n d u m**

**TO:** Elizabeth H. Tyler, FAICP, City Planner/Director

**FROM:** John A. Schneider, Manager, Grants Management Division

**DATE:** August 22, 2008

**SUBJECT: AMENDMENT TO A CERTAIN AGREEMENT FOR TECHNICAL AND ADVISORY PLANNING SERVICES (Housing Rehabilitation Program)**  
Urban League of Champaign County Development Corporation FY 2007-2008

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### **Description**

Included on the agenda of the August 26, 2008 Community Development Commission meeting is an Amendment to an Agreement for Technical and Advisory Services between the City of Urbana and the Urban League of Champaign County Development Corporation (ULCCDC). The purpose of this Amendment is to extend the current Agreement with the ULCCDC to assist the Grants Management Division with the Owner-Occupied Housing Rehabilitation Program for completion of Fiscal Year 2008-2009 projects.

### **Issues**

The issue is whether the Community Development Commission should recommend the Mayor approve the Amendment to the Agreement.

### **Background**

The City has contracted with the Urban League for whole house rehabilitation assistance beginning in Fiscal Year 1999-2000. Since then, the coordination and cooperation between the City of Urbana Community Development Services and the Urban League of Champaign County Development Corporation (ULCCDC) has proven to be successful, evidenced by the completion of 38 projects.

The Grants Management Division (GMD) published a Request for Proposal from agencies interested in providing technical and planning services on August 6, 2007. The ULCCDC, whose staff is trained and licensed in lead paint procedures as required to deliver these programs, was the only agency to submit a proposal. On September 18, 2007, the City executed an Agreement for Technical and Advisory Services that expires on December 31, 2008.

Because the 2007 request for proposals contained the clause, "the agreement may be extended to include FY/2008-2009 subject to the availability of program funding and approved housing

rehabilitation applicants,” the City may extend the agreement through the completion of FY 2008-2009 whole house rehabilitation projects. Amending the agreement will enable staff to continue to provide whole house rehabilitation services in an efficient, timely manner.

Funding for the Whole House Rehabilitation (Whole House) Program was allocated in the FY 2008-2009 Annual Action Plan. As a result of a request for applications that was published in the Spring 2008 target area newsletter, over 40 applicants contacted the City requesting Whole House assistance. Staff recently verified the eligibility of the first five applicants who will receive Whole House assistance in the upcoming year. Extending the term of the Agreement through December 31, 2009 would allow the ULCCDC to provide technical assistance needed to complete the FY 2008-2009 Whole House Rehabilitation projects.

## **Options**

1. Forward the Amendment to the Agreement for Technical and Advisory Services between the City of Urbana and the Urban League of Champaign County Development Corporation to the Mayor with a recommendation for approval.
2. Forward the Amendment to the Agreement to the Mayor with a recommendation for approval with suggested changes.
3. Do not recommend that the Mayor approve the Amendment.

## **Fiscal Impacts**

There would be no impact on the City's General Fund. HOME program funds for these services have been included in the FY 2008-2009 Annual Action Plan program delivery allocation for whole house rehabilitation of owner-occupied residential properties.

## **Recommendation**

Staff recommends that CDC forward the agreement to the Mayor with a recommendation for approval.

**Memorandum Prepared By:**

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**Randy Burgett**  
**Housing Rehab Coordinator**

## **Attachment**

**AMENDMENT TO A CERTAIN AGREEMENT FOR TECHNICAL AND ADVISORY PLANNING SERVICES (Housing Rehabilitation Program)**

**AMENDMENT TO A CERTAIN AGREEMENT  
FOR TECHNICAL AND ADVISORY PLANNING SERVICES  
(Housing Rehabilitation Program)**

This Amendment is made this \_\_\_ day of \_\_\_\_\_, 2008, between the **City of Urbana, Illinois** (hereinafter called the "City") and the **Urban League of Champaign County Development Corporation** (hereinafter called the "Urban League").

WHEREAS, the City of Urbana has been designated an entitlement city under the Federal Housing and Community Development Act of 1974, as amended, and as such is eligible for Community Development Block Grant (CDBG) funds; and

WHEREAS, the City of Urbana has been designated lead entity for the Urbana HOME Consortium in accordance with the Cranston-Gonzales National Affordable Housing Act of 1990, as amended and as such is eligible to receive HOME Investment Partnerships (HOME) funds on behalf of the City of Urbana, City of Champaign, and Champaign County; and

WHEREAS, on April 18, 2005 the Urbana City Council approved the Urbana Home Consortium and the City of Urbana Consolidated Plan for Program Years 2005-2009; and

WHEREAS, the Urbana City Council approved Resolution No. 2005-08-012R approving the Housing Rehabilitation Program Manual for the Consolidated Plan for Program Years 2005-2009 for the purpose of administering the housing rehabilitation programs funded in part with CDBG and HOME funds and any additional funds that may be available through the Illinois Department of Public Health, Federal Home Loan Bank, Illinois Housing Development Authority, TIF, or other participating financial institutions to supplement the programs, and

WHEREAS, on April 21, 2008, the Urbana City Council approved the Annual Action Plan for FY 2008-2009 that allocated HOME Investment Partnerships Program funds for renovation of owner-occupied residential properties in the Community Development Target Area of Urbana; and

WHEREAS, on September 5, 2007, the City entered into a Contract for Technical and Advisory Planning Services (hereinafter the "Contract") with the Urban League of Champaign County for implementation of the owner-occupied housing rehabilitation program in accordance with Federal regulations governing the HOME Investment Partnerships Program; and

WHEREAS, the City and the Commission now desire to amend the Contract to include FY 2008-2009 and extend the ending date to allow additional time for completion of work described in the Contract.

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

1. Article I. , Section 1. , B. Terms of the Agreement is hereby replaced with a new Section B. as follows.

*B. Terms of Agreement This Amendment to the Agreement is for the purpose of including FY 2008-2009 and shall cover the eighteen-month period beginning July 1, 2008 and ending December 31, 2009 or once all Housing Rehabilitation Program funds have been expended for the eligible services described within the Agreement.*

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

IN WITNESS WHEREOF, the parties hereto have caused this amendment to be executed by iots officers as of the date first written above.

CITY OF URBANA, ILLINOIS

URBAN LEAGUE OF CHAMPAIGN  
COUNTY DEVELOPMENT  
CORPORATION

BY: \_\_\_\_\_  
Laurel Lunt Prussing, Mayor

BY: \_\_\_\_\_  
Jean Algee, Director,  
Housing Programs & Services

ATTEST: \_\_\_\_\_  
Phyllis D. Clark, City Clerk

ATTEST: \_\_\_\_\_  
\_\_\_\_\_