



## DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

*Grants Management Division*

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

**TO:** Elizabeth H. Tyler, FAICP, Community Development Director

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

**DATE:** September 19, 2008

**SUBJECT:** AN ORDINANCE APPROVING AN AMENDMENT TO A CITY OF URBANA COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AGREEMENT - (Disabled Citizens Foundation - Developmental Services Center PROJECT NO. 0708-AAP-02)

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### **Description**

Included on the agenda of the September 23, 2008 meeting of the Urbana Community Development Commission is an Ordinance approving an amendment to an agreement for the 2007-2008 Community Development Block Grant (CDBG) Public Facilities grant project with Disabled Citizens Foundation (DCF).

### **Issues**

The issue is whether the Community Development Commission (CDC) should forward the proposed Ordinance to the Urbana City Council with a recommendation for approval.

### **Background**

On July 16, 2007, the Urbana City Council passed Ordinance No. 2007-07-074 approving an agreement with DCF for DSC's expansion of its Clark Road training facility, a project that was included in the City of Urbana and Urbana HOME Consortium Annual Action Plan FY 2007-2008. The agreement with DCF provided funding for the expansion of the DSC's Clark Road training facility, as part of the Phase I Expansion. This proposed expansion project included construction of an addition to the existing Clark Road building in order to consolidate the operations undertaken in one of their buildings at the Bradley Avenue location with the operations at the Clark Road facility.

The proposal for the addition included projected funding from other sources that was not finalized at the time of application to the City. Unfortunately, due to the inability to secure other needed funding, DCF requested that the project scope be amended or reduced to include only the roof repair project (in a letter dated June 5, 2008).

An amendment to the FY 2007-2008 Annual Action Plan that reduced the scope of the project was forwarded by CDC to the City Council with a recommendation for approval. Council subsequently approved the Ordinance approving the proposed amendment on July 14, 2008. On July 16, 2008, the amendment was then submitted to HUD, who notified the City on September 3, 2008 that the amendment was approved. The next step in the process is to amend the contract with DCF to reflect the approved change in the scope of work.

## **Options**

1. Forward the Ordinance Approving an Amendment to a City of Urbana Community Development Block Grant Program Agreement with Disabled Citizen's Foundation to the Urbana City Council with a recommendation for approval.
2. Forward the Ordinance approving the Amendment to the Agreement, with changes.
3. Do not recommend Council approve the Ordinance.

## **Fiscal Impacts**

There is no fiscal impact to the City, as the funding for this project was identified and approved in the FY 2007-2008 Annual Action Plan. Because this project is from FY 2007-2008, approval of this agreement amendment would allow the funds to be expended soon, in order to meet HUD timeliness requirements.

## **Recommendations**

Staff recommends that CDC forward the Ordinance to the Urbana City Council with a recommendation for approval.

**Memorandum Prepared By:**

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Kelly Hartford  
Grants Coordinator  
Grants Management Division

## **Attachments**

An Ordinance Approving an Amendment to a City of Urbana Community Development Block Grant Program Agreement

An Amendment to a Certain Agreement between the City of Urbana and Disabled Citizens Foundation

ORDINANCE NO. \_\_\_\_\_

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

(Disabled Citizens Foundation - Developmental Services Center  
PROJECT NO. 0708-AAP-02)

WHEREAS, the City and Subgrantee entered into an agreement for assistance to the Subgrantee during the period July 1, 2007 - June 30, 2008 (hereinafter referred to as the "Agreement");

WHEREAS, on APRIL 16, 2007, the Urbana City Council passed Resolution No. 2007-04-034 approving the City of Urbana and Urbana HOME Consortium Annual Action Plan for Program Year 2007-2008 authorizing certain activities under the Public Facilities and Improvements Program.

WHEREAS on July 16, 2007, the Urbana City Council passed Ordinance No. 2007-07-074 approving said Agreement with the Subgrantee; and

WHEREAS, the City and the AGENCY desire to amend said Agreement to clarify certain conditions of said Agreement.

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 (DISABLED CITIZENS FOUNDATION - DEVELOPMENTAL SERVICES CENTER PROJECT NO. 0708-AAP-02), a copy of which is attached hereto and incorporated herein by reference, 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: Disabled Citizens Foundation  
PROJECT NO. 0708-AAP-02

**AMENDMENT TO A CERTAIN AGREEMENT**  
**BETWEEN THE CITY OF URBANA AND DISABLED CITIZENS FOUNDATION**

THIS AGREEMENT, is made and entered into by and between the CITY OF URBANA, an Illinois Municipal Corporation, hereinafter referred to as the "City", and DISABLED CITIZENS FOUNDATION, (hereinafter referred to as the "Subgrantee").

WHEREAS, the City has been designated as an entitlement community by the U. S. Department of Housing and Urban Development (hereinafter "HUD") under provisions of the Housing and Community Development Act of 1974, as amended, and, as an entitlement community, the City will receive an entitlement of Community Development Block Grant (hereinafter "CDBG") funds for the period beginning July 1, 2007 and ending June 30, 2008, pursuant to the CDBG Program; and,

WHEREAS, the Urbana City Council has adopted an Annual Action Plan for the year beginning July 1, 2007 and ending June 30, 2008 which allocates a CDBG budget and authorizes establishment of public facilities & improvement activities to be sponsored by non-profit agencies in the area; and,

WHEREAS, on July 25, 2007, the City and Subgrantee entered into an agreement for such assistance during the period July 1, 2007 through June 30, 2008 (hereinafter referred to as the "Agreement"); and

WHEREAS, the City and Subgrantee desire to amend said Agreement to change the scope of work for this project;

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

1. Page 1, No. 2 is hereby amended to read:

“The purpose of this Subrecipient Agreement is to pledge FY 2007-2008 CDBG program funds to: repair the roof of DSC’s Clark Road vocational training site.” *Note: This reduces the overall scope of project from construction of an addition to roof repair only.*

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: \_\_\_\_\_

Attest: \_\_\_\_\_

Attest: \_\_\_\_\_

SEAL

SEAL