



## DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

*Grants Management Division*

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

**TO:** Community Development Commission Members

**FROM:** Bob Grewe, AICP, Manager, Grants Management Division

**DATE:** October 20, 2004

**SUBJECT:** **An Ordinance Approving an Amendment to a City of Urbana Community Development Block Grant Subrecipient Agreement (Center for Women in Transition Project No. 0102-02)**

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### **Description**

Included on the agenda for the November 8, 2004 meeting of the Urbana City Council Committee of the Whole is an Amendment to the City of Urbana Community Development Block Grant Subrecipient Agreement (Center for Women in Transition Project No. 0102-02). The Amendment would extend the termination date of the Agreement to of June 30, 2005.

### **Issues**

The issue is whether the Urbana City Council should approve the proposed Amendment.

### **Background**

On July 16, 2001, the City of Urbana entered into an agreement with the Center for Women in Transition in order to utilize \$100,000 of Community Development Block Grant Funds to construct a facility for educational/meeting space and transitional housing for homeless persons.

City of Urbana Grants Management Division staff has continued dialogue with the Center for Women in Transition from the time the project was included in the FY 2001-2002 Annual Action Plan.

On April 5, 2004 the City of Urbana agreed to an Amendment that extended the termination date for six (6) months. This provided a termination date of December 31, 2004.

The Center for Women in Transition (CWIT) has an interest in financing the project with as little debt as possible. CWIT has shown progress in that they have received bids for the construction project and will soon be selecting a contractor and begin construction.

The City of Urbana has to consider the requirement of meeting HUD's test of the timely expenditure of Community Development Block Grant funds. As of October 18, 2004, the City needs to expend

\$176,140 to meet the May 2005 “timeliness test”. An optimistic analysis of the anticipated rate of expending CDBG funds for other programs and activities meets the required amount of expenditures.

Staff intends to pursue efforts with the CWIT and other CDBG subgrantees to complete their projects.

Staff also intends to identify new property acquisition opportunities that would result in eligible CDBG expenditures.

## **Options**

1. The Urbana City Council can agree to adopt the Ordinance Approving an Amendment to a City of Urbana Community Development Block Grant Subrecipient Agreement.
2. The Urbana City Council can agree to approve the Ordinance Approving an Amendment to a City of Urbana Community Development Block Grant Subrecipient Agreement with other changes.
3. The Urbana City Council can decline to adopt proposed Ordinance Approving an Amendment to a City of Urbana Community Development Block Grant Subrecipient Agreement.

## **Fiscal Impacts**

This amendment would not have any direct fiscal impact as these monies have been previously budgeted.

As noted previously, the City of Urbana does have to consider the timely expenditure of CDBG funding.

## **Recommendations**

Community Development staff recommends that the Urbana City Council approve the proposed Second Amendment.

**Memorandum Prepared By:**

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**Bob Grewe, AICP  
Manager, Grants Management Division**

**Attachments:**

- (1) City of Urbana Community Development Block Grant Subrecipient Agreement (Center for Women in Transition Project No. 0102-02)
- (2) Amendment to a City of Urbana Community Development Block Grant Subrecipient Agreement (Center for Women in Transition Project No. 0102-02)
- (3) An Ordinance Approving an Amendment to a City of Urbana Community Development Block Grant Subrecipient Agreement (Center for Women in Transition Project No. 0102-02)
- (4) Letter from Women in Transition requesting extension.

**AMENDMENT TO  
A CERTAIN AGREEMENT BETWEEN THE CITY OF URBANA  
AND CENTER FOR WOMEN IN TRANSITION**

This Agreement is made this \_\_\_\_\_ day of November, 2004, between the City of Urbana, an Illinois Municipal Corporation (hereinafter referred to as the "City"), and the Center for Women in Transition, 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, 2001 - June 30, 2002, pursuant to the Community Development Block Grant Program (hereinafter referred to as the "CDBG Program"); and

WHEREAS, the Urbana City Council has adopted a CDBG Program and budget which authorized funding for the construction of an educational and transitional housing facility; and

WHEREAS, the City has the right and authority under said CDBG Program to extend the effective date of CDBG Agreements; and

WHEREAS, on September 9, 2003, the City and Subgrantee entered into an agreement for assistance to the Subgrantee during the period July 1, 2001 - June 30, 2003 (hereinafter referred to as the "Agreement"); and

WHEREAS, the City and the Subgrantee desire to amend said Agreement to modify certain conditions.

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

1. Section 11 of the Agreement is hereby amended to replace the existing Section 11 with a new Section 11 as follows.

**The Subgrantee represents to the City that the Project shall begin on December 31, 2004 and shall terminate no later than June 30, 2005.**

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: \_\_\_\_\_

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

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

SEAL

SEAL

ORDINANCE NO. 2004-11-143

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

(CENTER FOR WOMEN IN TRANSITION PROJECT NO. 0102-02)

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WHEREAS, on May 7, 2001, the Urbana City Council passed Resolution No. 2001-05-013 approving the City of Urbana and Urbana HOME Consortium Annual Action Plan for Program Year 2001-2002 authorizing certain activities under the Community Development Public Facilities and Improvements Program.

WHEREAS, due to new considerations related to the financing for the Center for Women in Transition's education and transitional housing facility, the City and the Center for Women in Transition now desire to make an amendment to the CDBG Agreement to extend the effective date of the Agreement; and

WHEREAS, the City has the right and authority, pursuant to the Community Development Block Grant program to make such an amendment.

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 (CENTER FOR WOMEN IN TRANSITION PROJECT NO. 0102-02), 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 \_\_\_\_\_,  
\_\_\_\_\_.

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Tod Satterthwaite, Mayor