

**DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES
ADMINISTRATION AND PLANNING DIVISION
M E M O R A N D U M**

TO: Bruce K. Walden, Chief Administrative Officer
FROM: Bob Grewe, AICP, Manager, Grants Manager Division
DATE: June 21, 2001
RE: Approval of: Ordinance Approving Lease Agreements with Carle Foundation for a house on North Busey and a house on West Church Street for the City of Urbana Transitional Housing Program.

*NOTE – In the past, efforts have been made to keep the location of these transitional housing units and the names of the participating families CONFIDENTIAL. It could be advantageous to refrain from referring to these locations except where necessary.

Brief Description of the Issue

Carle Foundation has provided the City of Urbana with a no cost lease for 2 houses for use by families enrolled in the Transitional Housing Program.

The houses are located on North Busey and West Church Street.

A lease for the house on West Church Street has not been executed since Carle Foundation began providing use of this structure. This was a lapse that needs to be remedied in order to document the file and meet HUD requirements that the City has site control. As such, this proposed lease agreement covers a period from June 21, 1999, the start date for the first transitional housing family to occupy the house, through August 31, 2003.

The lease for the house on N. Busey provides for a two-year term, identical to the previous lease and covers the period September 1, 2001 through August 31, 2003. (Per the city code, a two-year lease does not need council approval, however by packaging both lease agreements for approval it provides a better context for this matter.)

Identification of the Issue(s) and Any Approvals Required

The issue before City Council is whether to approve the Ordinance. City Council approval is necessary for the City to execute the Carle Foundation lease documents.

Background/Facts

The Transitional Housing Program is administered with CDBG funding from HUD and is designed to assist homeless families with children. The program supports five transitional housing units and a case/program manager.

FY 2001-2002 funding is budgeted at \$44,900.

Fiscal Impact

There would be no effect on the City's General Fund. In fact, the donation of these units by the Carle Foundation serves as leverage to our CDBG program.

Recommendation

Community Development Services staff recommends City Council approve the *Ordinance Authorizing the Execution of Lease Agreements with Carle Foundation for a house North Busey and a house West Street for the City of Urbana Transitional Housing Program.*

Prepared by:

Bob Grewe, AICP, Manager
Grants Management Division

ORDINANCE NO. 2001-06-065

Ordinance Approving Lease Agreements with Carle Foundation for 710 North Busey and 814 B. West Church Street for the City of Urbana Transitional Housing Program

WHEREAS, the City of Urbana operates a Transitional Housing Program funded with Community Block Grant Funds from the U.S. Department of Housing and Urban Development, and

WHEREAS, the Transitional Housing Program is designed to assist homeless families with children, and

WHEREAS, the Carle Foundation will rent two (2) houses located at: 814 B. West Church St. and 710 North Busey Street to the City of Urbana to utilize in housing families participating in the Transitional Housing Program, and

WHEREAS, the Carle Foundation will request the sum of one dollar (\$1.00) from the City of Urbana to rent these afore mentioned houses.

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

Section 1. That the City Council approve the lease documents between the City of Urbana and the Carle Foundation for 710 North Busey and 814 B. West Church Street for sum of one dollar (\$1.00).

Section 2. That the Mayor is hereby designated as the authorized representative to execute the above referenced lease documents.

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

AYES:

NAYS:

ABSTAINS:

Phyllis D. Clark, City Clerk

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

Tod Satterthwaite, Mayor