



DEPARTMENT OF COMMUNITY DEVELOPMENT SERVICES

Grants Management Division

m e m o r a n d u m

TO: Mayor Diane Wolfe Marlin and City Council Members

FROM: Lorrie Pearson, AICP, Community Development Services Director
Sheila Dodd, Manager, Grants Management Division

DATE: September 2, 2021

SUBJECT: A Resolution Approving Amendment No. 1 to a City of Urbana Community Development Block Grant Program Agreement (Family Services of Champaign County Project No. 2021-CSSP-01)

Description

On September 15, 2021, City Council approved a Resolution to fund a Community Development Block Grant Agreement (CDBG) with Family Services Champaign County Meals on Wheels program. That Agreement provided \$5,000.00 in Community Development Block Grant funds to Family Services of Champaign County, to provide home-delivered, hot meals to seniors age 60 and older and others needing help to meet their nutritional needs due to long-term disabilities or short-term medical conditions.

Background and Discussion

Family Services is requesting an extension to complete the program. The program was delayed getting started due to a staffing shortage. The program design changed to being a reimbursement for meals delivered rather than a grant. The agency had to redesign the program tracking so it didn't launch until February. Extending the program deadline through this fiscal year will allow the program to continue to provide meals to Urbana seniors. The program provides a reimbursement of \$3 per meal for qualifying City of Urbana families and has spent \$972 and served 324 meals through June.

Options

1. Grant the one-year extension to June 30, 2022: forward the Resolution to City Council with a recommendation for approval as part of the consent agenda.
2. Deny the extension and end funding for the program.
3. Provide staff with further direction.

Fiscal Impacts

There will be no fiscal impact on the City General Fund, as the funding comes from HUD.

Recommendation

Staff recommends approval of the proposed Resolution and placement on the consent agenda.

RESOLUTION NO. _____

**A RESOLUTION APPROVING AMENDMENT NO. 1 TO A CITY OF URBANA
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM AGREEMENT**

**(Family Service of Champaign County
Project No. 2021-CSSP-01)**

WHEREAS, the City of Urbana (“City”) is a home rule unit of local government pursuant to Article VII, Section 6, of the Illinois Constitution, 1970, and may exercise any power and perform any function pertaining to its government and affairs, and the passage of this Resolution constitutes an exercise of the City’s home rule powers and functions as granted in the Illinois Constitution, 1970; and

WHEREAS, on September 15, 2020, the Urbana City Council passed Resolution No. 2020-09-044R approving the program agreement for Family Services of Champaign County authorizing certain activities under the Public Service Activity Program; and

WHEREAS, Family Services of Champaign County has requested an amendment to extend the program completion date.

NOW, THEREFORE, BE IT RESOLVED by the City Council, of the City of Urbana, Illinois, as follows:

Section 1. That an Agreement Amendment providing an extension of program completion to June 30, 2022, to provide home-delivered, hot meals to seniors age 60 and older and others needing help to meet their nutritional needs due to long-term disabilities or short-term medical conditions, in substantially the form of the copy of said Agreement attached hereto and hereby incorporated by reference, be and the same is hereby authorized and approved.

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:

ABSTENTIONS:

Phyllis D. Clark, City Clerk

APPROVED BY THE MAYOR this ____ day of _____, _____.

Diane Wolfe Marlin, Mayor

AMENDMENT NO. 1 TO SUBGRANTEE AGREEMENT

(Family Services of Champaign County Meals on Wheels Program)

Family Services of Champaign County, an Illinois not-for-profit corporation (“Company”), and the City of Urbana, an Illinois municipal corporation (“City”), mutually agree to the following amendment to the Subgrantee Agreement for a Public Service Activity Program FY 2020-2021, authorized by Resolution No. 2020-09-044R, and entered into on December 10, 2020:

Section 6 “Term” shall be amended by deleting the paragraph in its entirety and replacing it with the following: “Term. Except for those provisions of this agreement that may extend beyond the termination date, this agreement will remain in effect until September 1, 2022, unless the Parties terminate it sooner as provided herein.”

1. Section 7 “Representations” shall be amended as follows, with underlining being additions and strikethroughs being deletions:
 - A. The Project will begin on July 1, 2020 and terminate no later than June 30, 2022 ~~June 30, 2021~~, unless the parties otherwise agree in writing. All monies granted to Subrecipient pursuant to this agreement shall be disbursed and expended prior to June 30, 2022. Subrecipient acknowledges and understands that, in the event that all funds are not disbursed and expended as provided herein, any remaining funds shall be retained by or remitted back to the City and will be reprogrammed for other eligible CDBG Program activities.
2. Section 1 of Attachment C shall be amended by striking the date of “June 30, 2021” and replacing it with the date of “June 30, 2022”.
3. The parties may sign this amendment in one or more counterparts, each of which will be deemed an original, but all of which together will constitute one and the same instrument. Signatures delivered by email in Adobe Portable Document Format (PDF) will be deemed original signatures for all purposes.
4. All other terms and conditions of the agreement remain in full force and effect.
5. This amendment will take effect upon execution by the Company and the City.

The parties are signing this amendment on the dates indicated below their signatures.

Family Services Meals on Wheels

City of Urbana, Illinois

By: _____

By: _____

Sheryl Bautch

Diane Wolfe Marlin
Mayor

