

CITY CLERK MEMORANDUM
10-57

DATE: August 5, 2010

TO: Honorable Mayor and Members of City Council

FROM: Jacquelyn J. Bernard, City Clerk

SUBJECT: PROPOSED ADDITIONS TO THE AUGUST 9, 2010 COUNCIL MEETING AGENDA

Attached are two (2) proposed additions to the agenda for the August 9, 2010 City Council meeting. They are:

1. Under the Consent Agenda

A resolution extending the subrecipient agreement between the City and Habitat for Humanity of Anderson County (Habitat) for the Brush with Kindness program (CDBG FY 10-05) for an additional year to allow Habitat the opportunity to provide this service during Fiscal Year 2011.

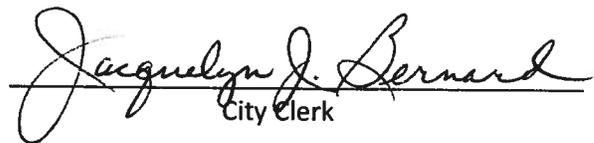
This item is proposed for the Consent Agenda because a similar extension for ADFAC is currently located there.

2. Under General Resolutions

A resolution endorsing the City of Knoxville's grant application from the United States Department of Housing and Urban Development (HUD) for a Sustainable Communities Regional Planning Grant to improve regional planning, and approving the Memorandum of Understanding to be prepared by the City of Knoxville between the participating regional governmental entities.

The requests for both of these actions were received subsequent to the distribution of the agenda for the August 9th meeting.

The staff recommends the adoption of both resolutions.


City Clerk

Attachments

**COMMUNITY DEVELOPMENT DEPARTMENT MEMORANDUM
10-68**

DATE: July 30, 2010
TO: Gary Cinder, Interim City Manager
THROUGH: Kathryn Baldwin 
FROM: Kahla Gentry, Senior Planner 

SUBJECT: AMENDMENT TO HABITAT FOR HUMANITY SUBRECIPIENT AGREEMENT FOR THE PY2009/FY2010 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG)

A letter from Habitat for Humanity of Anderson County requesting consideration of extending their CDBG contract was received by city staff on July 30, 2010. Staff recommends approval and requests that this item be placed on the agenda for the August City Council meeting. The accompanying resolution recommends amending the PY2009/FY2010 Community Development Block Grant (CDBG) subrecipient agreement for the Brush with Kindness program with Habitat for Humanity of Anderson County (HFHAC) by extending the time allowed for project completion to June 30, 2011. The remaining allocation of funding for Brush with Kindness is \$8,561.64.

The funds allocated to this project are available from the City's CDBG Entitlement funds and will not affect any of the funded projects for FY2011. Since the amendment is for extending the time to utilize the funds, an amendment to the PY2009/FY2010 CDBG Annual Action Plan is not required.

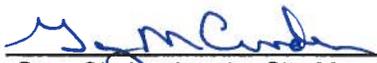
Each fiscal year, the City of Oak Ridge allocates CDBG funding to local non-profit organizations with one-year subrecipient agreements. During FY2010 HFHAC received \$15,000 to assist residents within the Scarboro neighborhood with exterior improvements, such as painting, porch renovations, yardwork and general clean-up.

HFHAC is not receiving new CDBG funding in the coming year and wishes to have their current contract extended to complete work on homes in the Scarboro neighborhood. As stated in their letter, HFHAC could not complete their project due to key staff changes.

Staff recommends approval of the attached resolution as submitted.

City Manager's Comments:

I have reviewed the above issue and recommend council action as outlined in this document.



Gary Cinder, Interim City Manager

7/30/10

Date



Help build it!

July 30, 2010

Kahla Gentry
City of Oak Ridge
Public Works Department
100 Woodbury Lane
Oak Ridge, TN 37830

Dear Ms. Gentry:

I am writing to request that Habitat for Humanity of Anderson County's Community Development Block Grant contract be extended by one year through June 30, 2011. We are grateful for the grant we have received through the CDBG program and hope that you will extend our contract so that we can continue our work to repair and rehab homes for low income families in Oak Ridge.

We were unable to complete the our project work and expend all the granted funds in our contract during the 2009 – 2010 year due to staff changes at Habitat for Humanity of Anderson County. During the past year, we have had to replace two key staff members who work on this program, our Family Services Coordinator, who works with our partner families for the program, and our Construction Manager, who oversees the construction projects. We have now filled these positions with capable and committed individuals and will be able to move forward with the project.

With the extended time period for the grant, we plan to complete the work on two homes where our repair work is still in process from this past year and anticipate doing rehab and repair on 6 more houses, expending the remaining \$8,561.64 of the grant funds for the project.

Please feel free to contact me with any questions regarding this project or our extension request at 865.482.7713. Thank you for your consideration and your support of our efforts to repair and rehab homes for low income families in Oak Ridge.

Sincerely,

A handwritten signature in cursive script that reads "Susan Burgess Parrish".

Susan Burgess Parrish
Executive Director



111 Randolph Road, Oak Ridge, TN 37830

Phone: (865) 482-7713 Fax: (865) 483-5718 www.hfhac.org



NUMBER _____

RESOLUTION

WHEREAS, by Resolution 5-34-09, City Council authorized the allocation of Community Development Block Grant Entitlement funds for FY2010 in the total amount of \$261,000.00; and

WHEREAS, said allocations included \$15,000.00 to Habitat for Humanity of Anderson County (Habitat) for the Brush with Kindness program (CDBG FY10-05); and

WHEREAS, the City and Habitat entered into a subrecipient agreement for this service for the period of July 1, 2009 through June 30, 2010; and

WHEREAS, Habitat has requested permission to carry-over \$8,561.64 in funds to provide the same services during this fiscal year; and

WHEREAS, the Interim City Manager recommends approval of a one-year extension to the subrecipient agreement to allow Habitat the ability to continue to provide the Brush with Kindness program services during Fiscal Year 2011.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendation of the Interim City Manager is approved and the subrecipient agreement between the City and Habitat for Humanity of Anderson County (Habitat) for the Brush with Kindness program (CDBG FY10-05) is hereby extended for an additional year to allow Habitat the opportunity to provide this service during Fiscal Year 2011.

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute the appropriate legal instruments to accomplish the same.

This the 9th day of August 2010.

APPROVED AS TO FORM AND LEGALITY:



City Attorney

Mayor

City Clerk

COMMUNITY DEVELOPMENT MEMORANDUM
10-70

DATE: August 3, 2010
TO: Gary Cinder, Interim City Manager
FROM: Kathryn G. Baldwin, Community Development Director
SUBJECT: HUD Sustainable Communities Regional Grant Memorandum of Understanding

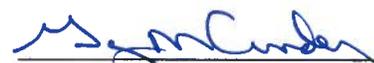
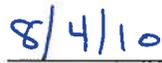
An additional item for the August 9, 2010 City Council Agenda is an endorsement of a grant application by the City of Knoxville to the US Department of Housing and Urban Development for a Sustainable Communities Regional Planning Grant. The grant is being prepared for the Knoxville Metropolitan Statistical Area and will result in a multi-jurisdictional and multi-sector partnership in an effort to promote regional visioning and planning.

The five-county area will participate with in-kind contributions, such as staff time, public meetings, data analysis and community outreach. There will be no form of cost sharing. The purpose of the grant submittal is the improvement of regional planning efforts that integrate housing, land use, economic and workforce development, transportation and infrastructure investments. Historically these issues have been addressed separately with regard to public policy.

The Sustainable Communities Regional Grant is an effort to integrate these issues across the greater Knoxville Region in a manner that empowers jurisdictions to consider interdependent challenges of: 1) economic competitiveness and revitalization; 2) social equity, inclusion, and access to opportunity; 3) energy use and climate change; and 4) public health and environmental impact. ” This is an opportunity for the City of Oak Ridge to truly participate in this regional planning effort.

The City is obligated to sign a MOU, prepared by the City of Knoxville, as a participant/endorser of this grant application. A draft of the MOU is included. The latest draft from the City of Knoxville will be included in the agenda packet. If the City of Knoxville finalizes the MOU prior to the Council meeting, the final version can be presented to Council at the meeting.


Kathryn Baldwin

<p>Interim City Manager's Comments:</p> <p>I have reviewed the above issue and recommend Council action as outlined in this document.</p> <p style="text-align: right;"> Gary Cinder</p> <p style="text-align: right;"> Date</p>
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**HUD Sustainable Communities Regional Planning Grant (SCRPG)
Memorandum of Understanding (MOU)**

This MOU (the "SCRPG MOU") is made and entered into this _____ day of _____, 2010, by and among the City of Knoxville, a municipal corporation organized and existing under the laws of the State of Tennessee, and the following organizations:

Each of these entities is sometimes referred to individually as "Party" and collectively as "Parties."

Recitals

WHEREAS, the Parties seek to enter into a MOU in order to cooperatively carry out the Sustainable Communities Regional Planning grant application if approved for funding by HUD under the provisions of The Consolidated Appropriations Act, 2010 (Public Law 111-117) (the "Act");

WHEREAS, the Parties seek to apply for funding under the Act for the purpose of improving regional planning efforts that integrate housing and transportation decisions and increase the capacity to improve land use decisions; and

WHEREAS, the Act requires that a MOU be created whenever a governmental entity and one or more private non-profit organizations wish to submit a single application for funding under the Act; and

WHEREAS, each Party authorizes the City of Knoxville (the "City") to act as the Lead Member serving in a representative capacity on behalf of the members of the consortium for the purpose of submitting an application to HUD and to assume administrative responsibility for ensuring that the consortium's program is carried out in compliance with all HUD requirements; and

NOW THEREFORE, in consideration of the premises and mutual covenants of the Parties herein, the receipt and sufficiency of which each Party acknowledges for itself, the Parties do hereby agree as follows:

1. The City shall submit the application for SCRPG funding of the plan described in said application and, if selected for funding, execute the funding agreement on behalf of the Parties with the U.S. Department of Housing and Urban Development ("HUD"); and

2. The Parties shall cooperatively carry out the development of the SCRPG Plan, and the City shall assume overall responsibility for ensuring that the SCRPG Plan is carried out in compliance with all the requirements set forth in the Act and related regulations and/or imposed by HUD in connection with approval of the application; and

3. No later than 120 days, after the effective start date of the grant contract a formal consortium agreement will be executed with each partner; and

4. The Consortium Agreement will describe each consortium member's specific activities under the Program, including timetables for completion; and

5. The City will ensure that funding agreements describe each Party's specific activities under the SCRPG Plan, including timetables for completion and applicable requirements as set forth in the Act; and

IN WITNESS WHEREOF, the authorized representative named below has executed this MOU on behalf of the Party as of the date set forth below.

CITY OF KNOXVILLE

APPROVED AS TO FORM:

By:

Bill Haslam, Mayor

Debra C. Poplin
Law Director

RESOLUTION

WHEREAS, the City of Knoxville is seeking a grant application from the United States Department of Housing and Urban Development (HUD) for a Sustainable Communities Regional Planning Grant to improve regional planning efforts by integrating housing, land use, economic and workforce development, transportation, and infrastructure investments; and

WHEREAS, the City of Knoxville is seeking endorsement of this grant application from the City of Oak Ridge, as well as other regional governmental entities, since the grant will promote regional planning; and

WHEREAS, the City of Knoxville will prepare a Memorandum of Understanding between all participating regional governmental entities; and

WHEREAS, the Interim City Manager recommends endorsement of the City of Knoxville's grant application to HUD for regional planning.

NOW, THEREFORE, BE IT RESOLVED BY THE COUNCIL OF THE CITY OF OAK RIDGE, TENNESSEE:

That the recommendation of the Interim City Manager is approved and the City of Oak Ridge hereby endorses the City of Knoxville's grant application from the United States Department of Housing and Urban Development (HUD) for a Sustainable Communities Regional Planning Grant to improve regional planning.

BE IT FURTHER RESOLVED that the Memorandum of Understanding to be prepared by the City of Knoxville between the participating regional governmental entities is hereby approved.

BE IT FURTHER RESOLVED that the Mayor is hereby authorized to execute the appropriate instruments to accomplish the same.

This the 9th day of August 2010.

APPROVED AS TO FORM AND LEGALITY:

City Attorney

Mayor

City Clerk