



City of Grand Island

Tuesday, March 14, 2017

Council Session

Item G-14

**#2017-79 - Approving Contract Amendment for Community
Development Block Grant 13-CR-002 and 13-CR-102**

Staff Contact: Charley Falmlen

Council Agenda Memo

From: Charley Falmlen, Community Development

Meeting: March 14, 2017

Subject: Approving Contract Amendment for Community Development Block Grant 13-CR-002, and 13-CR-102

Presenter(s): Charley Falmlen, Community Development Administrator

Background

The Nebraska Department of Economic Development (NDED) developed a Comprehensive Revitalization program to utilize Community Development Block Grant (CDBG) funds in non-entitlement communities. This program allocates grant funds over a multi-year period to meet locally identified needs that are CDBG eligible. Since 2013, the City of Grand Island has received \$720,000 in CDBG Comprehensive Revitalization (CR) Funds. Since the original application for funding, contract amendments and multiple extensions have been granted, with a current contract end date of July 29, 2017.

Discussion

As mentioned above, there have been multiple contract amendments to this CR project. The original design of the project included Owner Occupied Rehabilitation, which is a housing renovation program for homeowners. The various contract amendments over the past 4 years have led to the removal of the Owner Occupied Rehabilitation program and replaced it with the work currently being done on Lions Club Park and the ADA ramps along 4th and 5th Street.

For this reason, the National Objective, which qualifies CDBG work, needs to be amended. Under the original contract objectives, the National Objective was low to moderate income persons. This means the City was justifying CDBG use by the income of the individuals involved in program implementation. The National Objective will be changed to low to moderate income area. This new National Objective will allow the City to justify its CDBG expenditures by the average income of the entire work area, as opposed to the income of the individual program participants.

Alternatives

It appears that the Council has the following alternatives concerning the issue at hand. The Council may:

1. Move to approve the contract amendment
2. Refer the issue to a Committee
3. Postpone the issue to future date
4. Take no action on the issue

Recommendation

City Administration recommends that the Council approve the contract amendment.

Sample Motion

Move to approve the contract amendment request for Community Development Block Grants 13-CR-002 and 13-CR-102, and authorize the Mayor to sign all appropriate documents.

CDBG CONTRACT AMENDMENT REQUEST FORM

This form must be completed and submitted to the Nebraska Department of Economic Development when making a contract amendment request. All attachments identified under the applicable amendment type must be submitted along with this form.

CDBG Grant # 13-CR-002 Grantee City of Grand Island

DED Program Representative Jenny Mason

Completing this form Name Charley Falmlen

Tel. # 308-389-0288

Requesting Amendment # 5 Email charleyf@grand-island.com

Complete the sections for each type of amendment requested and submit this form, along with the required attachments, to the Department.

☐ Extension of Contract End Date

Original Contract End Date _____

Current Contract End Date including any previously approved extensions _____

Proposed Contract End Date _____

Required Attachments

Attachment 1: A letter from the Chief Elected Official stating the following:

1. Certification that the local governing body has approved the extension;
2. Identification and reasons for the proposed amendment; including
 - a. Changes to the nature of the project requiring the amendment;
 - b. Steps being taken to avoid any future amendment requests for the same reasons.
3. If additional local matching funds are required as a result of this extension, certification that such funds are available.

Attachment 2: A revised implementation schedule showing when major milestones will be completed for each activity.

Decrease in proposed accomplishments

Original Proposed Accomplishments _____ Current Proposed Accomplishments _____

Required Attachments

Attachment 1: A letter from the Chief Elected Official stating the following:

1. Certification that the local governing body has approved the decrease in proposed accomplishments;
2. Identification and reasons for the proposed amendment; including
 - a. Changes to the nature of the project requiring the amendment;
 - b. Steps being taken to avoid any future amendment requests for the same reasons.
3. If additional local matching funds are required as a result of this decrease, certification that such funds are available.

Attachment 2: A revised implementation schedule showing when major milestones will be completed for each activity.

☐ Amendment to Housing Program Guidelines

Required Attachments

Attachment 1: Letter from the Chief Elected Official stating the following:

1. Certification that the local governing body has approved the amendment to the housing program guidelines;
2. Identification and reasons for the proposed amendment;
3. If additional local matching funds are required as a result of this amendment, certification that such funds are available.

Attachment 2: If the housing program guidelines amendment will affect major milestones, a revised implementation schedule showing when major milestones will be completed for each activity.

Attachment 3: A complete copy of the proposed revised housing program guidelines.

☐ **Budget Amendment**

Original Contract Budget Approved

Activity Name	Activity Number	CDBG Funds	Other Funds	Total Funds
Total				

Proposed Budget After Amendment

Activity Name	Activity Number	CDBG Funds	Other Funds	Total Funds
Total				

Attachment 1: Letter from the Chief Elected Official including:

1. Certification that the local governing body has approved the budget amendment;
2. Identification and reasons for the proposed budget amendment; including
 - a. Changes to the nature of the project requiring the amendment;
 - b. Steps being taken to avoid any future amendment requests for the same reasons.
3. If additional local matching funds are required as a result of this amendment, certification that such funds are available.
4. If the amendment includes a new activity, certification that the activity meets the national objective.

Attachment 2: Minutes from the public hearing held on the proposed amendment (required if reallocating more than 10% of the total original grant amount).

Attachment 3: If the budget amendment will affect major milestones, a revised implementation schedule showing when major milestones will be completed for each activity.

Attachment 4: Certification of re-evaluation of the environmental assessment (this form is included in the CDBG Administration Manual Chapter 6: Environmental Review).

DED Use Only	
Date amendment request received	
Date amendment approved/denied	

CDBG CONTRACT AMENDMENT REQUEST FORM

This form must be completed and submitted to the Nebraska Department of Economic Development when making a contract amendment request. All attachments identified under the applicable amendment type must be submitted along with this form.

CDBG Grant # 13-CR-102 Grantee City of Grand Island

DED Program Representative Jenny Mason

Completing this form Name Charley Falmlen

Tel. # 308-389-0288

Requesting Amendment # 5 Email charleyf@grand-island.com

Complete the sections for each type of amendment requested and submit this form, along with the required attachments, to the Department.

☐ Extension of Contract End Date

Original Contract End Date _____

Current Contract End Date including any previously approved extensions _____

Proposed Contract End Date _____

Required Attachments

Attachment 1: A letter from the Chief Elected Official stating the following:

1. Certification that the local governing body has approved the extension;
2. Identification and reasons for the proposed amendment; including
 - a. Changes to the nature of the project requiring the amendment;
 - b. Steps being taken to avoid any future amendment requests for the same reasons.
3. If additional local matching funds are required as a result of this extension, certification that such funds are available.

Attachment 2: A revised implementation schedule showing when major milestones will be completed for each activity.

Decrease in proposed accomplishments

Original Proposed Accomplishments _____ Current Proposed Accomplishments _____

Required Attachments

Attachment 1: A letter from the Chief Elected Official stating the following:

1. Certification that the local governing body has approved the decrease in proposed accomplishments;
2. Identification and reasons for the proposed amendment; including
 - a. Changes to the nature of the project requiring the amendment;
 - b. Steps being taken to avoid any future amendment requests for the same reasons.
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☐ **Budget Amendment**

Original Contract Budget Approved

Activity Name	Activity Number	CDBG Funds	Other Funds	Total Funds
Total				

Proposed Budget After Amendment

Activity Name	Activity Number	CDBG Funds	Other Funds	Total Funds
Total				

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Date amendment request received	
Date amendment approved/denied	

RESOLUTION 2017-79

WHEREAS, the City of Grand Island, Nebraska, is an eligible unit of a general local government authorized to receive Community Development Block Grant (CDBG) contract amendment through the Nebraska Department of Economic Development; and

WHEREAS, the Nebraska Department of Economic Development offers a CDBG Comprehensive Revitalization Grant for activities that meet the CDBG national objective of benefiting low-to-moderate income persons or areas; and

WHEREAS, a 3 grants were awarded in the amount of \$720,000 for the purposes of Comprehensive Revitalization; and

WHEREAS, the City is requesting an contract amendment with the State of Nebraska related to the National Objective; and

WHEREAS, the Nebraska Department of Economic Development presently requires certification of approval of the local governing body.

NOW, THEREFORE, BE IT RESOLVED BY THE MAYOR AND COUNCIL OF THE CITY OF GRAND ISLAND, NEBRASKA, that the City of Grand Island, Nebraska is hereby authorized to apply for a contract amendment with the Nebraska Department of Economic Development for Comprehensive Revitalization Grants 13-CR-002 and 13-CR-102 and the Mayor is hereby authorized and directed to execute such proceedings on behalf of the City of Grand Island for such grant programs.

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Adopted by the City Council of the City of Grand Island, Nebraska, and March 14, 2017.

Jeremy L. Jensen, Mayor

Attest:

RaNae Edwards, City Clerk

Approved as to Form	☐ _____
March 10, 2017	☐ City Attorney