City of Carroll

112 E. 5th Street Carroll, Iowa 51401-2799 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager MJP-W

FROM: Laura A. Schaefer, Finance Director/City Clerk LAS

DATE: May 23, 2018

SUBJECT: Local Planning and Administrative Assistance Contract with Region XII for an Environmental Review and Public Interest Survey for Housing Application – Amendment No. 2

At the September 26, 2016 meeting, Council enter into a contract with Region XII for administrative services in connection with applying for a 2017 Community Development Block Grant (CDBG) for housing rehabilitation.

Due to time constraints, it was not feasible to apply for the 2017 CDBG housing grant. City staff worked with Region XII to begin gathering income and interest information from a targeted area of the community to apply for the grant in 2018. For various reasons, an application was not submitted in 2018. City staff and Region XII would like to pursue this grant opportunity and is recommending to apply for the 2019 grant. It is believed this grant would greatly benefit the residents of the community. In doing so, the administrative contract with Region XII would need to be amended to extend the completion date to June 30, 2019.

Attached is a resolution amending the contract with Region XII to extend the completion date to June 30, 2019.

RECOMMENDATION: Council discussion and approval of the attached resolution amending the Local Planning and Administrative Assistance Contract with Region XII for Environmental Review and Public Interest Survey for Housing Application.

RESOLUTION NO. _____

A RESOLUTION APPROVING AMENDMENT NO. 2 TO THE LOCAL PLANNING AND ADMINISTRATIVE ASSISTANCE CONTRACT WITH REGION XII FOR AN ENVIRONMENTAL & PUBLIC INTEREST SURVEY FOR HOUSING APPLICATION

WHEREAS, Chapter 17, of the Code of Ordinances of the City of Carroll, Iowa, provides that all contracts made by the City be reduced to writing and approved by the City Council by resolution; and

WHEREAS, an amendment No. 2 to the local planning and administrative assistance contract with Region XII for an environmental review and public interest survey for housing application is attached hereto as Exhibit A; and

WHEREAS, it is determined that the approval of the attached amendment No. 2 to the local planning and administrative assistance contract with Region XII for an environmental review and public interest survey for housing application is in the best interest of the City of Carroll, Iowa;

NOW, THEREFORE, BE IT RESOLVED that amendment No. 2 to the local planning and administrative assistance contract with Region XII for an environmental review and public interest survey for housing application, attached as Exhibit A, be authorized and approved, and that the Mayor is authorized to execute the contract on behalf of the City of Carroll.

PASSED AND APPROVED by the City Council of the City of Carroll, Iowa, this 29th day of May, 2018.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

BY:_____
Eric P. Jensen, Mayor

ATTEST:

By:_____
Laura A. Schaefer, City Clerk

Contract Number: **TA1717**
Amendment Number: 2

LOCAL PLANNING AND ADMINISTRATIVE ASSISTANCE CONTRACT

CITY OF CARROLL

ENVIRONMENTAL REVIEW & PUBLIC INTEREST SURVEY FOR HOUSING APPLICATION

The following bolded text amendment is made to Article 5.0 of the agreement:

Article 5.0 TIME PERFORMANCE. The services of the COG are to be undertaken in such a manner as to assure their expeditious completion. All of the services required hereunder shall be completed on or before **June 30, 2019**.

IN WITNESS THEREFORE, both parties agree to the above amendment and hereto have executed this amendment on the day and year specified below.

REGION XII COUNCIL OF GOVERNMENTS

BY: Richard T. Hunsaker 1.22.2018
Richard T. Hunsaker Date
Executive Director

CITY OF CARROLL

BY:_____
Eric Jensen Date
Mayor