

## Meeting Agendas/Info

**CITY COUNCIL  
COMMUNICATION:**

**ITEM \_\_\_\_\_**

**OFFICE OF THE CITY MANAGER  
CITY OF DES MOINES, IOWA**

**01-307**

**SYNOPSIS -**

**AGENDA:**

JUNE 4, 2001

**SUBJECT:**

CDBG & HOME-  
FUNDED  
CONSTRUCTION  
PROJECTS

In order to maintain the current level of service to the public and accommodate the recommendations of the auditor, the responsibility for initiation, approval of all aspects of construction projects, and oversight of construction contracts funded with CDBG and HOME funds will be retained by the Community Development Department's Neighborhood Conservation Services (NCS) Division with payment to project-related vendors routed through the City Treasurer's office.

**FISCAL IMPACT -**

N/A.

**TYPE:**

RESOLUTION  
ORDINANCE  
RECEIVE/FILE

**RECOMMENDATION -**

**Receive and File.**

**SUBMITTED BY:**

JAMES M. GRANT  
COMMUNITY  
DEVELOPMENT  
DIRECTOR

**BACKGROUND -**

For the past 15 years, the NCS Division has made construction project-related payments through Brenton Bank. On March 23, 2001, Brenton Bank was officially absorbed by Wells-Fargo Bank. Due to this change, the NCS Division and Finance Department staff saw the opportunity to accommodate the recommendations made by auditors for the past two fiscal years. A team composed of staff from the Finance Department, Treasurer's Office, Accounting, Purchasing, NCS, and other members of the Community Development Department developed the process to bring the construction project-related payments into the City of Des Moines' financial process.

In order to maintain the current level of customer service to the contractors and other vendors involved in completion of the construction projects, it is necessary for the NCS Division to retain initiation, approval and oversight of the projects. Approval for

disbursement of the Entitlement dollars will remain consistent with the approved Work Programs as defined in the 2001 HUD Consolidated Plan by Roll Call No. 00-4267, dated November 6, 2000.

Furthermore, consistent with Roll Call No. 96-1034, dated March 18, 1996, all proposed amendments to work programs and written agreements that constitute substantive changes in location, service level, time period, budget or project purpose shall be submitted to the citizen review process and the City Council for consideration and approval prior to execution by the City Manager.

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