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Date May 23, 2011

**AMENDING THE CONTRACT AND AMENDMENT PROCEDURES FOR HUD
SUPPORTIVE HOUSING PROGRAM (SHP) PROJECTS**

WHEREAS, by Roll Call No. 96-1034, dated March 18, 1996 regarding contract and amendment procedures for the Department of Housing and Urban Development (HUD) Consolidated Plan projects, the City council authorized and directed the City Manager to approve and execute the detailed work programs and written agreements with City Departments and sub-recipient entities implementing all projects contained in the City Council approved Consolidated Plan; and

WHEREAS, this action was approved in order to prioritize staff time and reduce administrative costs attendant to the development and approval of HUD-funded programs, which were part of plans and/or funding applications already approved by the City Council; and

WHEREAS, a substantial reduction in processing time was achieved by authorizing the City Manager to approve work programs and contracts for projects operated by City Departments or sub-recipients, since Council review and approval already occurs when the plans or applications are adopted; and

WHEREAS, City administrative and legal staff have reviewed federal regulations and City ordinances and have determined that the City Council can delegate to the City Manager the authority to approve the detailed work programs and written agreements with sub-recipients once the Council has approved the overall budget and objectives for each project in the HUD Consolidated Plan and the Supportive Housing Program (SHP); and

WHEREAS, this procedure has been used consistently since 1996 in processing approval for work programs, written agreements, and amendments for the HUD Consolidated Plan projects and if approved for the SHP, will make it unnecessary to prepare Roll Calls, for approval of at least 45 sub-recipient agreements, HUD grant agreements, close outs and possible amendments for Council action.

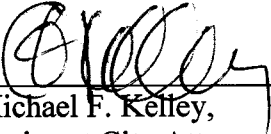
NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Des Moines, Iowa, that the City Manager is authorized and directed to approve and execute the detailed work programs, written agreements, grant agreements, close out actions, and amendments with sub-recipient entities in accordance with City Council approval of the Supportive Housing Program application and the projects listed therein.

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BE IT FURTHER RESOLVED, that all proposed amendments to work programs and written agreements with sub-recipient entities that are not in accordance with City Council approval of the SHP application and the projects listed therein or that constitute substantive change in the location, level of service, time period, budget or project purpose shall be submitted to the citizen review process and City Council for consideration and approval prior to execution by the City Manager.

(Council Communication No. *11-323*)

FORM APPROVED:



 Michael F. Kelley,
 Assistant City Attorney

Moved by _____ to Adopt

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE				
COLEMAN				
GRIESS				
HENSLEY				
MAHAFFEY				
MEYER				
MOORE				
TOTAL				

MOTION CARRIED

APPROVED

 Mayor

CERTIFICATE

I, DIANE RAUH, City Clerk of said City hereby certify that at a meeting of the City Council of said City of Des Moines, held on the above date, among other proceedings the above was adopted.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my seal the day and year first above written.

 City Clerk