

Date July 11, 2011

**APPROVING EXECUTION OF A COOPERATIVE AGREEMENT  
BETWEEN THE CITY OF DES MOINES, IOWA, AND THE UNITED STATES  
DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD)**

WHEREAS, on September 8, 1987, by Roll Call No. 87-3813, the Des Moines City Council authorized the Des Moines Human Rights Commission to execute a Memorandum of Understanding with HUD, setting forth the terms and conditions by which the Commission processes housing discrimination complaints arising within the city limits of Des Moines, Iowa, in accordance with HUD's Fair Housing Assistance Program, and sends staff to mandatory training as required by HUD; and

WHEREAS, the City Council has approved similar agreements on an annual basis; and

WHEREAS, this Cooperative Agreement provides \$2,500.00 in training funds for the Des Moines Human Rights Department to attend the FHAP Training Conference held in Kansas City, MO on August 15-18, 2011; and

WHEREAS, this Agreement must be returned to HUD following approval by the City Council;

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Des Moines, Iowa, that the Cooperative Agreement for FY2011 and all amendments thereto between the United States Department of Housing and Urban Development (HUD) and the City of Des Moines is hereby approved, and the Mayor is hereby authorized and directed to execute the Cooperative Agreement, including amendments which may provide additional funding to the Des Moines Human Rights Commission, on behalf of the City of Des Moines.

BE IT FURTHER RESOLVED that the Des Moines Human Rights Commission Director is hereby authorized and directed to submit the Cooperative Agreement, and amendments thereto for additional funding, to the HUD Fair Housing Assistance Program and to complete and submit any additional documents associated therewith.

APPROVED AS TO FORM: Moved by \_\_\_\_\_ to adopt.

\_\_\_\_\_  
Douglas P. Philip, Assistant City Attorney

COUNCIL ACTION	YEAS	NAYS	PASS	ABSENT
COWNIE				
COLEMAN				
GRIESS				
HENSLEY				
MAHAFFEY				
MEYER				
MOORE				
<b>TOTAL</b>				
<b>MOTION CARRIED</b>			<b>APPROVED</b>	
_____ 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

**CITY ATTORNEY**

Jeffrey D. Lester

**DEPUTY CITY ATTORNEYS**

Mark Godwin  
Lawrence R. McDowell  
Kathleen Vanderpool

**ASSISTANT CITY ATTORNEYS**

Angela T. Althoff  
Roger K. Brown  
Ann M. DiDonato  
David A. Ferree  
Glenna K. Frank  
Gary D. Goudelock, Jr.

Michael F. Kelley  
Vicky L. Long Hill  
Steven C. Lussier  
Katharine J. Massier  
Carol J. Moser  
Douglas P. Philip



**Attorney/Client Communication**

July 11, 2011

**HONORABLE MAYOR AND MEMBERS  
OF THE DES MOINES CITY COUNCIL**

Re: Cooperative Agreement with HUD  
Item No. 31 on the July 11<sup>th</sup> agenda.

This item authorizes the Mayor to sign the annual cooperative agreement with HUD that provides various funds as allocated by HUD to the City's Human Rights Department. The present document will provide \$2,500.00 in training funds for the Human Rights Department to attend the Fair Housing Assistance Program/Fair Housing Initiatives Program Training Conference sponsored by HUD's Office of Fair Housing and Equal Opportunity. The conference will be held August 16-18, 2011 in Kansas City, MO. Additional funds will be allocated in August under this cooperative agreement. See the attached letter from HUD's Region VII office.

The three copies of the cooperative agreement that require the Mayor's signature for disbursement of the funds is in the City Clerk's Office.

Approval of this item is in the best interest of the City of Des Moines and the legal department recommends it to be passed and approved.

Sincerely,

A handwritten signature in black ink, appearing to read "Douglas P. Philip", written over a circular stamp or seal.

Douglas P. Philip  
Assistant City Attorney

Attachment

Copy to:

Jeff Lester, City Attorney  
Rick Clark, City Manager  
Diane Rauh, City Clerk



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT  
Region VII  
OFFICE OF FAIR HOUSING AND EQUAL OPPORTUNITY  
Gateway Tower II, 4<sup>th</sup> Floor  
400 State Avenue  
Kansas City, KS 66101-2406

Rudy Simms, Director  
Des Moines Human Rights Department  
602 East 1<sup>st</sup> Street  
Des Moines, IA 50309

Dear Mr. Simms:

SUBJECT: Conference Training Funds

Enclosed is the FY2011 Cooperative Agreement, allocating training funds for use at the Fair Housing Assistance Program/Fair Housing Initiatives Program Training Conference. This conference is sponsored by HUD's Office of Fair Housing and Equal Opportunity. The conference will be held August 16-18, 2011 at the Marriott Hotel located at 200 W. 12th St, Kansas City, MO 64105.

The Department has allocated \$2,500 in training funds to your Agency to attend this conference. These funds are in addition to the annual training funds that will be allocated in August with your final FY2011 Cooperative Agreement. We encourage you to utilize these funds to maximize participation of your staff and commissioners at this conference.

Please sign and return all **three** copies of the HUD-1044 to the Kansas City Regional Office. If you have any questions please feel free to contact your HUD monitor.

Sincerely,

A handwritten signature in black ink, appearing to read "Myrtle L. Wilson".

Myrtle L. Wilson  
Director  
Region VII Office of Fair Housing  
and Equal Opportunity

Attachment:

Phone (913) 551-6958  
[www.hud.gov](http://www.hud.gov)

Fax (913) 551-6856  
[espanol.hud.gov](http://espanol.hud.gov)

Assistance Award/Amendment

U.S. Department of Housing  
and Urban Development  
Office of Administration

1. Assistance Instrument <input checked="" type="checkbox"/> Cooperative Agreement <input type="checkbox"/> Grant		2. Type of Action Award <input checked="" type="checkbox"/> Amendment <input type="checkbox"/>	
3. Instrument Number FF207K117010	4. Amendment Number	5. Effective Date of this Action 06/15/2011	6. Control Number
7. Name and Address of Recipient Des Moines Human Rights Department 602 East 1st Street Des Moines, IA 50309 TIN: 42-6004514		8. HUD Administering Office Kansas City, Kansas Regional Office 400 State Avenue Kansas City, KS 66101-2406	
10. Recipient Project Manager Rudy Simms, Director (515) 283-4284		8a. Name of Administrator Myrtle Wilson	8b. Telephone Number (913) 551-5834
11. Assistance Arrangement <input type="checkbox"/> Cost Reimbursement <input type="checkbox"/> Cost Sharing <input checked="" type="checkbox"/> Fixed Price	12. Payment Method <input type="checkbox"/> Treasury Check Reimbursement <input type="checkbox"/> Advance Check <input checked="" type="checkbox"/> Automated Clearinghouse	13. HUD Payment Office DHUD, Ft. Worth Accounting Division 801 Cherry Street - PO Box 2905 Ft. Worth, TX 76113	
14. Assistance Amount		15. HUD Accounting and Appropriation Data	
Previous HUD Amount	\$ 0.00	15a. Appropriation Number 8610/110144	15b. Reservation number FHEO-07-11-10
HUD Amount this action	\$ 2,500.00	Amount Previously Obligated	\$0.00
Total HUD Amount	\$ 2,500.00	Obligation by this action	\$ 2,500.00
Recipient Amount	\$ 0.00	Total Obligation	\$2,500.00
Total Instrument Amount	\$2,500.00		

16. Description: This FY 2011 Cooperative Agreement is to reimburse the Des Moines Human Rights Department (DMHRD) for performance of work completed between July 1, 2010 and June 30, 2011, except as otherwise noted.

**Complaint Processing (CP) Funds:** FHAP agencies are eligible to receive \$2,600 per case acceptably processed to closure during the performance period. For cases dual-filed with HUD on and after 07/1/2010, eligibility for reimbursement is also subject to the Schedule B Timeliness Criteria, attached herewith. The amount of CP funding is based upon acceptable processing of \_\_\_ total cases, as follows:

___ Cases eligible for full credit @ \$2,600/case:	\$ 0.00
___ Cases eligible for partial credit:	\$ 0.00
<b>Total:</b>	<b>\$ 0.00</b>

**Enforcement Bonus:** FHAP agencies are eligible to receive an additional \$1000 per case for each case which is considered complex or in which the agency issued a charge of discrimination during the performance period. DMHRD processed 0 such cases after July 1, 2010:            **Total: \$0**

**Administrative Costs (AC) Funds:** FHAP agencies processing fewer than 100 cases are eligible for \$.

**Training Funds:** For FY2011, local FHAP agencies are allocated a total of \$2,500.00 to attend the FHAP Training conference in Kansas City, MO on August 15-18, 2011.

**FY2011 Funding Summary**

Contributions	\$0.00
Cause Case Funding	\$0.00
Administrative	\$0.00
Training	\$2,500.00
<b>TOTAL</b>	<b>\$ 2,500.00</b>

**Additional conditions:** Attachments to which this Cooperative Agreement is also subject, and to which DMHRD's signature on this agreement also obligates DMHRD, include:

**Order of Precedence:** Notwithstanding any provisions to the contrary, a conflict among any of the documents pertaining to the duties and responsibilities of the parties, the Statement of Work shall take precedence over the Schedule of Articles.

All other provisions of the original Memorandum of Understanding dated 6/30/94 also remain in effect.

17. <input checked="" type="checkbox"/> Recipient is required to sign and return three (3) copies of this document to the HUD Administering Office		18. <input type="checkbox"/> Recipient is not required to sign this document.	
19. Recipient (By Name) Frank Cownie, Mayor		20. HUD (By Name) Myrtle Wilson, Cooperative Agreement Officer	
Signature & Title	Date (mm/dd/yyyy)	Signature & Title	Date (mm/dd/yyyy)
		Cooperative Agreement Officer	

form HUD-1044 (8/90)  
ref. Handbook 2210.17