

**RESOLUTION BY COMMUNITY DEVELOPMENT/HUMAN RESOURCES COMMITTEE AUTHORIZING THE MAYOR TO ENTER INTO VARIOUS CONTRACTUAL AGREEMENTS ADMINISTERED BY THE DEPARTMENT PLANNING AND COMMUNITY DEVELOPMENT FOR PROJECTS UNDER THE 2013 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), AND 2013 HOME INVESTMENT TRUST FUND (HOME); AND FOR OTHER PURPOSES**

**Review List:**

Charlene Parker	Completed	08/20/2013 11:32 AM
Jim Beard	Completed	08/20/2013 4:21 PM
Mayor's Office	Completed	08/20/2013 5:19 PM
Office of Research and Policy Analysis	Completed	08/21/2013 9:48 AM
Community Development & Human Resources Committee	Pending	
Atlanta City Council	Pending	
Mayor's Office	Pending	

Certified by Presiding Officer	Certified by Clerk
Mayor's Action <i>See Authentication Page Attachment</i>	

LEGISLATION HISTORY – BLUE BACK

**A RESOLUTION  
BY COMMUNITY DEVELOPMENT & HUMAN RESOURCES COMMITTEE**

**RESOLUTION BY COMMUNITY DEVELOPMENT/HUMAN RESOURCES COMMITTEE  
AUTHORIZING THE MAYOR TO ENTER INTO VARIOUS CONTRACTUAL AGREEMENTS  
ADMINISTERED BY THE DEPARTMENT PLANNING AND COMMUNITY DEVELOPMENT FOR  
PROJECTS UNDER THE 2013 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG), AND 2013  
HOME INVESTMENT TRUST FUND (HOME); AND FOR OTHER PURPOSES**

WHEREAS, projects to support the development and preservation of affordable housing were approved in the 2013 Annual Action Plan for the Community Development Block Grant (CDBG) and HOME Investment Trust Fund (HOME) programs; and

WHEREAS, the City has obtained release of funds from the U.S. Department of Housing and Urban Development (HUD) for these projects, based on the filing of environmental clearances.

THE COUNCIL OF THE CITY OF ATLANTA HEREBY RESOLVES AS FOLLOWS, that the Mayor or his designee be and is authorized hereby to enter into contractual agreements for the following Community Development Block Grant (CDBG) and HOME Investment Trust Fund (HOME) projects assigned to the Department of Planning and Community Development shown on the Attachment 1.

BE IT FURTHER RESOLVED, that the City Attorney be and is hereby directed to prepare the appropriate contractual agreements for execution by the Mayor or his designee.

BE IT FURTHER RESOLVED, that said contractual agreements shall not become binding on the City and the City shall incur no liability upon same until such contracts are approved by the City Attorney as to form, executed by the Mayor or his designee, attested to by the Municipal Clerk, and delivered to the contracting parties.

BE IT FINALLY RESOLVED, that all resolutions and parts of resolutions in conflict with this resolution are hereby waived to the extent of the conflict.

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: Chief of Staff

Dept.'s Legislative Liaison: Charlene Parker

Contact Number: (404) 330-6616

Originating Department: Department of Finance

Committee(s) of Purview: Community Development/Human Resources Committee

Chief of Staff Deadline: August 6, 2013

Anticipated Committee Meeting Date(s): August 27, 2013

Anticipated Full Council Date: September 3, 2013

Legislative Counsel's Signature: [Signature]

Commissioner Signature: [Signature]

Chief Procurement Officer Signature: \_\_\_\_\_

Chief Information Officer Signature: \_\_\_\_\_

CAPTION

RESOLUTION BY  
COMMUNITY DEVELOPMENT/HUMAN RESOURCES COMMITTEE

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FINANCIAL IMPACT (if any):

Mayor's Staff Only

Received by-CPO: \_\_\_\_\_ Received by LC from-CPO: \_\_\_\_\_

(date) 7/1 8/6/13 (date) [Signature]

Received by Mayor's Office: \_\_\_\_\_ Reviewed by: \_\_\_\_\_

(date) (date)

Submitted to Council: \_\_\_\_\_

(date)

Attachment: PLANNING PROJECTS-8-20-13 (13-R-3429 : PLANNING PROJECTS)

**RESOLUTION BY  
COMMUNITY DEVELOPMENT/HUMAN RESOURCES COMMITTEE**

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Project	Subrecipient	PTAEO				
		Project	Award	Exp Type	Owning Org	Amount
Business Improvement Loan Fund	Atlanta Development Authority, Inc.	25211495	220132114	5239004	COA	\$167,300.00
Fulton/Atlanta Land Bank Authority	Fulton Co/Atlanta Land Bank Authority	25211536	220132114	5239004	COA	\$167,300.00
Habitat for Humanity Downpayment Assistance	Habitat for Humanity, Inc.	25211622	250432115	5239004	COA	\$300,000.00
QLS Gardens Energy Efficiency	Quality Living Services	25211575	220132114	5239004	COA	\$83,650.00
Rebuilding Together Atlanta Roof Repair	Rebuilding Together Atlanta, Inc.	25211577	220132114	5239004	COA	\$334,600.00
Atlanta Home Owner Maintenance for Seniors	Senior Citizens Services of Metro Atlanta	25211540	220132114	5239004	COA	\$83,650.00
Emergency Home Repair for Low Income Seniors	Senior Connections	25211573	220132114	5239004	COA	\$334,650.00
Housing Weatherization	Southeast Energy Assistance	25211534	220132114	5239004	COA	\$250,950.00
Atlanta Affordable Housing Opportunities Program (AAHOP)	Urban Residential Finance Authority	25211520	250432115	5239004	COA	\$440,000.00

### LEGISLATIVE COUNSEL REQUEST FOR LEGISLATION

**For Legislative Counsel Use Only**

\_\_\_\_\_ Date Received \_\_\_\_\_ Complete \_\_\_\_\_ Incomplete (Date returned: \_\_\_\_\_)

\_\_\_\_\_ Date of Department Consultation \_\_\_\_\_ Date of Finance Department Consultation

Commissioner Notified: \_\_\_ Yes \_\_\_ No If No, Why? \_\_\_\_\_

Legislation Required \_\_\_\_\_ Yes \_\_\_\_\_ No      Legislation Type  
 \_\_\_\_\_ Resolution \_\_\_\_\_ Ordinance

Amends the Code \_\_\_\_\_ Yes \_\_\_\_\_ No      Blueback Prepared  
 \_\_\_\_\_ Yes \_\_\_\_\_ No

Commissioner Signature \_\_\_\_\_

Council Members Only:  
 Authority to speak to Subject Matter Attorney \_\_\_ Yes \_\_\_ No  
 Authority to speak to Department \_\_\_ Yes \_\_\_ No

Date Submitted: 7/8/2013

Department Submitting Request: Finance/Grant Services

Person Submitting Request: Jim Talley Extension: 6644

Bureau/Division Manager: Jim Talley Extension: 6644

Requesting preliminary meeting with Legislative Counsel attorney?  Yes  No

Subject Matter of the Meeting \_\_\_\_\_

Cycle Number/Requested Full Council Date (not earlier than 4 weeks from date of submission): 15

If this must be submitted to Council in fewer than 4 weeks explain why. Please identify consequences if legislation is not submitted for requested cycle. Also, if applicable, please state why the Legislative Request Form was submitted after the Cycle deadline. All non-conforming requests must have Commissioner approval.

Attachment: PLANNING PROJECTS-8-20-13 (13-R-3429 : PLANNING PROJECTS)

**LEGISLATIVE COUNSEL  
REQUEST FOR LEGISLATION**

**Part I: Legislative Request Form:**

**Instructions:** Please answer all questions fully before submitting. Attach additional pages if necessary. All requests for legislation must have approval of a manager prior to submission. All incomplete requests will be returned. Send request via electronic mail to Legislative Counsel. No hard copies will be accepted. Please refer to attached deadlines for the relevant Chief of Staff submission guidelines.

1. **Legislation Name/Project Name:** 2013 Grant Contracts-PCD

2. **What is the purpose of this legislation? (check one)**

- Accept a grant or donation
- Amend budget
- Amend Code of Ordinances
- Amend Contract
- Anticipate funds
- Appropriate funds
- Apply for a grant or donation
- Authorize/renew Contract
- Fines/penalties
- Human Resources related
- Make a purchase
- New project
- Procuring goods
- Procuring services
- Other, please explain

Please describe in detail the purpose of your legislation? Authorizing contracts under the 2013 HUD grant projects assigned to the Department of Planning and Community Development.

If this legislation is to award/amend/renew a contract, please provide the following:

Expiration date of contract:

Contract Term (months/yr):

3. **Please describe why legislation is required rather than administrative action by the Department (please cite any relevant code sections or internal policies).**

Authorization is needed to enter into various contracts.

4. **If there is an existing process, will this legislation impact that process? How?**

N/A

**LEGISLATIVE COUNSEL  
REQUEST FOR LEGISLATION**

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**5. Please explain and estimate any financial impact on the City or your Department.**

- Will the City need to appropriate or transfer funds to accomplish this purpose?  
No
- Has this purpose already been set forth in the budget?  
Yes
- Will there be a fee or charge assessed by the City?
- If so, how much?
  - How was the fee or charge determined?
- What FAC #'s are needed for this legislation? Also, please provide the associated amounts. FAC/Oracle numbers are included in legislation.
- Is a grant required for this legislation?  Yes     No
- If so, is a matching grant required?  Yes     No
- Will there be an increase or decrease in personnel? N/A
- Has HR been made aware of the need for personnel changes?  Yes     No  
If so, who is the contact person?                      at extension
  - Will positions be created or abolished?
- Will additional resources be required to achieve this purpose? No
- If yes, what are those resources?
  - Has the Department estimated the cost of those resources?
- Will revenue be generated for the City? No

**LEGISLATIVE COUNSEL  
REQUEST FOR LEGISLATION**

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6. If there has been previous or similar legislation, please describe and cite the relevant legislation (e.g., 04-R-0001). No

7. Is this a computer/technology purchase?  Yes  No

If so, please forward ISR (Information System Hardware/Software Request) along with a copy of this Legislative Request Form via inter-office mail to: Legislative Counsel, Suite 4100, Law Department.

Please forward any additional pertinent or supporting documents (e.g. contracts, exhibits, requisitions, copies of any old ordinances/resolutions pertaining to this issue, etc.) along with a copy of this Legislative Request Form and legislative white paper via email to legislative\_counsel or via inter-office mail to: Legislative Counsel, Suite 4100, Law Department.

**Part II: Legislative White Paper:** (This portion of the Legislative Request Form will be shared with City Council members and staff)

<p><b>A. To be completed by Legislative Counsel:</b></p> <p><b>Committee of Purview:</b></p> <p><b>Caption:</b></p> <p><b>Council Meeting Date:</b></p> <p><b>Requesting Dept.:</b></p>
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**B. To be completed by the department :**

1. Please provide a summary of the purpose of this legislation (Justification Statement).

*Example: The purpose of this legislation is to anticipate funds from a local assistance grant to purchase child safety seats.*

Legislation purpose is to authorize contracts for projects assigned to the Department of Planning and Community Development under the 2013 HUD grants.

2. Please provide background information regarding this legislation.

*Example: The task force of homelessness conducted a study regarding homelessness, its impact and consequences on the City. This resolution reflects the Mayor's desire to open a twenty-four hour center that will respond to the needs of the homelessness in Atlanta.*

Legislation allows for contracts between the City and various HUD grant recipients.

3. If Applicable/Known:

- (a) **Contract Type (e.g. Professional Services, Construction Agreement, etc):** Contractual Services
- (b) **Source Selection:** N/A
- (c) **Bids/Proposals Due:** N/A
- (d) **Invitations Issued:** N/A

- (e) Number of Bids: N/A
- (f) Proposals Received: N/A
- (g) Bidders/Proponents: N/A
- (h) Term of Contract: Included in legislation

4. Fund Account Center: Included in legislation

5. Source of Funds: *Example: Local Assistance Grant* CDBG and HOME

6. Fiscal Impact: N/A

*Example: This legislation will result in a reduction in the amount of \_\_\_\_\_ to Fund Account Center Number \_\_\_\_\_.*

7. Method of Cost Recovery: N/A

*Examples:*

- a. *Revenues generated from the permits required under this legislation will be used to fund the personnel needed to carry out the permitting process.*
- b. *Money obtained from a local assistance grant will be used to cover the costs of this Summer Food Program.*

This Legislative Request Form Was Prepared By: Jim Talley

FINAL COUNCIL ACTION  
 2<sup>nd</sup>  1<sup>st</sup> & 2<sup>nd</sup>  3<sup>rd</sup>  
 Readings  
 Consent  V Vote  RC Vo

First Reading

Committee \_\_\_\_\_  
 Date \_\_\_\_\_  
 Chair \_\_\_\_\_  
 Referred To \_\_\_\_\_

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 RESOURCES COMMITTEE

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CERTIFIED

MAYOR'S ACTION

- CONSENT REFER
  - REGULAR REPORT REFER
  - ADVERTISE & REFER
  - 1<sup>ST</sup> ADOPT 2<sup>ND</sup> READ & REFER
  - PERSONAL PAPER REFER
- Date Referred: \_\_\_\_\_  
 Referred To: \_\_\_\_\_
- Date Referred: \_\_\_\_\_  
 Referred To: \_\_\_\_\_
- Date Referred: \_\_\_\_\_  
 Referred To: \_\_\_\_\_

Committee	Date	Chair	Action Fav, Adv, Hold (see rev. side) Other	Members	Refer To
Committee	Date	Chair	Action Fav, Adv, Hold (see rev. side) Other	Members	Refer To
Committee	Date	Chair	Action Fav, Adv, Hold (see rev. side) Other	Members	Refer To
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