



## Agenda Item Summary

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### Submitted By

Tammie Grossman, Director of Development Customer Services

### Reviewed By

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### Agenda Item Title

**A Resolution Approving a Funding Grant Agreement between the Village of Oak Park and the Oak Park Regional Housing Center in the Amount of \$425,000 for 2018 and Authorizing Its Execution**

### Overview

This is the annual agreement adopted by the Village to provide funding for this agency from general revenue funds for a total of \$425,000. A contract for Community Development Block Grant (CDBG) funding was approved on September 18, 2017.

### Staff Recommendation

Approve the Resolution.

### Fiscal Impact

The contract on this agenda covers the monthly General Revenue Fund dollars annually totaling \$425,000. The CDBG contracts are not presented along with the General Revenue Fund contract because CDBG's Program Years do not align with the Village's fiscal year. The CDBG projects for Program Year 2017 from October 1, 2017 to September 30, 2018 were presented to the board in a separate agreement on September 18, 2017. Since the CDBG funding is only awarded through September 30, 2018, for the purposes of the General Revenue Funding agreement, staff assumed a flat level of CDBG funding for the fourth quarter of 2018. Fourth quarter funding will be subject to the Village's Federal CDBG funding award.

As in previous years, program requirements will dictate whether the Village provides funding on a monthly basis or will remit reimbursement based upon actual expenditures incurred for the particular program. The agreement clarifies that the administrative support will be paid based on invoices submitted showing actual costs incurred.

Contract administration and oversight are the responsibility of the Development Customer Services Department.

### Background

The Village supports the Oak Park Regional Housing Center utilizing General Revenue Funds and Community Development Block Grant (CDBG) funds to fund specific projects of the Housing Center relating to the Multi-family Housing Incentives Program and also its general administration. Because the Housing Center provides services for CDBG and non-CDBG funded activities, it is necessary for the Village and Housing Center to have

separate agreements for the use of CDBG and General Funds. This agreement is for the non-CDBG funded programs. However, the attached Scope of Services delineates duties and responsibilities for all funded programs, both CDBG and non-CDBG alike.

The Village has funded the Housing Center since its creation in the 1970's. The contract presented includes updated performance measures for the number of individuals registered with the Center, the number of moves in the Village and the number of affirmative moves. The 2017 Activity Reports are attached and indicate the goals and achievements attained through the mid November 2017.

In consultation with the Housing Center, the contract for 2017 reflects maintaining expectations for the quantities of registrations, moves to Oak Park and affirmative moves to Oak Park from the 2016 targets. Additionally, the contract reflects that a requirement that the Housing Center identify a five-year strategy to reduce its reliance on general revenue funds. To that end, the contract reflects the following. The Housing Center will continue to report on how to reduce reliance on Village Funding as previously identified in its June 30, 2015 correspondence, specifically the Housing Center will work on a State Legislative Campaign to remove impediments to receiving financial support from private landlords.

Finally, all marketing materials need to be coordinated with the marketing campaign to be developed by the Oak Park Economic Development Corporation and must recognize the Village's financial contribution.

#### **Alternatives**

Not approve the contract or reduce the funding allocated.

#### **Previous Board Action**

On September 18, 2017, the Village approved the CDBG contract for services.

#### **Citizen Advisory Commission Action**

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#### **Anticipated Future Actions/Commitments**

Not approve the contract or reduce the funding allocated.

#### **Intergovernmental Cooperation Opportunities**

The Oak Park Regional Housing Center has been a housing partner agency of the Village of Oak Park since its creation in the 1970's.

#### **Performance Management (MAP) Alignment**

A governance priority for the Development Customer Service Department is to improve the diversity of multi-family buildings (individually and collectively).