

EFM SUBMISSION NO.: 2013EFM044

PRESENTED: 1-28-13

ADOPTED: 1-29-13

**BY THE EMERGENCY FINANCIAL MANAGER:**

**Resolution to Execute Change Order #4 to Extend an original \$606,890.22 HOME Contract (F09022) for Salem Housing Community Development Corporation until June 30, 2013**

Salem Housing Community Development Corporation is a non-profit corporation that has managed and developed homebuyer programs on behalf of the City using federal funding for several years.

This program, consistent with the City's 5-year Consolidated Plan, addresses the need for decent, safe and sanitary housing for families interested in purchasing a home. Replacements and/or upgrades are made to electrical, plumbing, heating, roofing, structural deficiencies and other housing code violations that are found in homes available for purchase for low income families.

An extension is necessary to extend the time frame of the original contract until June 30, 2013 in order to complete homes currently under construction.

The contract balance is available in revenue account 238-749.471-502.749 and Expense account 238-749.471-805.327.

**IT IS RESOLVED**, that appropriate City Officials are authorized to execute a Change Order #4 to a HOME Contract for Salem Housing Community Development Corporation that extend the term of the contract until June 30, 2013.

**APPROVED AS TO FORM:**

  
Peter M. Bade, Chief Legal Officer

**APPROVED AS TO FINANCE:**

  
Jerry Ambrose, Finance Director

**CITY ADMINISTRATOR:**

  
Michael K. Brown

**EM DISPOSITION:**

ENACT ☒ FAIL ☐

DATED 1-29-13

  
Edward J. Kurtz, Emergency Financial Manager

## RESOLUTION STAFF REVIEW FORM

**DATE:** January 15, 2013

**Agenda Item Title:**

**Resolution to Execute Change Order #4 to Extend an original \$606,890.22 HOME Contract (F09022) for Salem Housing Community Development Corporation until June 30, 2013**

**Prepared By:** Anthony Briscoe, DCED Program Technician

**Author:** Tracy B. Atkinson, Chief Officer

**Requestor:** Department of Community and Economic Development (DCED)

**Background/Summary of Proposed Action:**

Salem Housing Community Development Corporation is a non-profit corporation that has managed and developed homebuyer programs on behalf of the City using federal funding for several years. This program, consistent with the City's 5-year Consolidated Plan, addresses the need for decent, safe and sanitary housing for families interested in purchasing a home. Replacements and/or upgrades are made to electrical, plumbing, heating, roofing, structural deficiencies and other housing code violations that are found in homes available for purchase for low income families. An extension is necessary to extend the time frame of the original contract until June 30, 2013 in order to complete homes currently under construction.

**Financial Implications:**

The approval of this resolution will assist the City with meeting its HOME obligations, a regulatory requirement that requires all housing units financed using federal funds to be decent, safe and sanitary.

**Budgeted Expenditure:** Yes X No      **Please explain, if no:**

**Account #:** Reviewed and approved by C. Cheshier *Cynthia Cheshier*  
**Revenue account number:** 238-749.471-502.749 and **expense account number:** 238-749.471-805.327

**Pre-encumbered:** Yes ✓ No     

**Requisition #** *PO 12-001474*

**Other Implications:**

There are no other known implications at this time. *Approved 12/31/12*

**Staff Recommendation:**

Staff recommends approval of this resolution.

**APPROVAL**

*Tracy B. Atkinson*  
Tracy B. Atkinson, Chief Officer

*David Alexander Solis*  
David Solis, Director of Economic Development

*Howard Croft*  
Howard Croft, Infrastructure and Development Director