



**CITY OF PLANO  
COUNCIL AGENDA ITEM**

<b>CITY SECRETARY'S USE ONLY</b>					
<input type="checkbox"/> Consent <input type="checkbox"/> Regular <input type="checkbox"/> Statutory					
Council Meeting Date:		04/26/2010			
Department:		Planning			
Department Head		P. Jarrell			
Agenda Coordinator (include phone #):     Tammy Stuckey – Ext. 7156					
<b>CAPTION</b>					
A Resolution of the City Council of the City of Plano, Texas, modifying the contract by and between the Samaritan Inn and the City of Plano for the Homelessness Prevention and Rapid Re-Housing Program in Plano; reallocating funds available within the Homelessness Prevention and Rapid Re-Housing Program subject to the previous agenda item; approving its execution by the City Manager or in his absence, a Deputy City Manager; and providing an effective date.					
<b>FINANCIAL SUMMARY</b>					
<input type="checkbox"/> NOT APPLICABLE <input checked="" type="checkbox"/> OPERATING EXPENSE <input type="checkbox"/> REVENUE <input type="checkbox"/> CIP					
FISCAL YEAR:	<b>2009-10 THRU 2011-12</b>	<b>Prior Year (CIP Only)</b>	<b>Current Year</b>	<b>Future Years</b>	<b>TOTALS</b>
	Budget	0	509,050	0	<b>509,050</b>
	Encumbered/Expended Amount	0	-395,483	0	<b>-395,483</b>
	This Item	0	-90,677	0	<b>-90,677</b>
	<b>BALANCE</b>	<b>0</b>	<b>22,890</b>	<b>0</b>	<b>22,890</b>
<b>FUND(S):     AMERICAN RECOVERY &amp; REINVESTMENT ACT GRANT</b>					
<p><b>COMMENTS:</b> This item, which has a companion agenda item and is contingent on the approval of the termination of the Salvation Army contract, allows the City to modify the Homelessness Prevention and Rapid Re-Housing contract with the Samaritan Inn. If this item is approved, it will increase the contract with Samaritan Inn by \$90,677 to a total contract amount of \$155,245 for Homelessness Prevention and Rapid Re-Housing activities.</p> <p><b>STRATEGIC PLAN GOAL:</b> Contracts associated with the Homelessness Prevention and Rapid Re-Housing Program relates to the City's Goals of Financially Strong City with Service Excellence and Partnering for Community Benefit.</p>					
<b>SUMMARY OF ITEM</b>					
This item is for a contract modification for the Homelessness Prevention and Rapid Re-Housing (HPRP) funding agreement with the Samaritan Inn. The agency has complied with the rules and regulations of the current contractual agreement and staff deems this agency as a low risk agency for the expenditure of federal funds. The modification would give this agency and additional \$90,677 in HPRP funds, bringing the total contract amount to \$155,245.					
List of Supporting Documents:			Other Departments, Boards, Commissions or Agencies		
Memo, Contract Modification, Resolution					

## **MEMORANDUM**

**Date:** April 15, 2010

**To:** Tom Muehlenbeck, City Manager  
Frank Turner, Deputy City Manager

**From:** Christina Day, Community Services Manager

**Subject:** Homelessness Prevention and Rapid Re-Housing Program (HPRP) Contract Modification

In the previous agenda item, staff recommended that the HPRP contract for the Salvation Army be terminated. If the Council chooses to terminate the contract, the program will have unallocated funds in the amount of \$90,677.

Staff recommends reallocating the full amount of funding to the Samaritan Inn. The Samaritan Inn has been compliant in their reporting and accessible to City staff. The agency received the smallest amount of funding, due to a limited initial request, and has managed to expend their full contract amount of \$64,568 as of today. They are the first and only agency to have completed their HPRP expenditures.

Staff has consulted with the agency, and they are amenable to this modification, allowing them to continue assisting Plano residents through the HPRP program.

xc: Phyllis Jarrell, Director of Planning  
Anita Bell, Budget Analyst

**A Resolution of the City Council of the City of Plano, Texas, modifying the contract by and between the Samaritan Inn and the City of Plano for the Homelessness Prevention and Rapid Re-Housing Program in Plano; reallocating funds available within the Homelessness Prevention and Rapid Re-Housing Program subject to the previous agenda item; approving its execution by the City Manager or in his absence, a Deputy City Manager; and providing an effective date.**

**WHEREAS**, the City Council authorized the City Manager to execute a funding agreement with the Samaritan Inn for the expenditure of U.S. Department of Housing and Urban Development Homelessness Prevention and Rapid Re-Housing Program (HPRP) funds on September 14, 2009;

**WHEREAS**, the City has found the Samaritan Inn compliant with the reporting rules and guidelines established in the HPRP funding agreement;

**WHEREAS**, the Samaritan Inn has expended funds in the full amount of their HPRP contract and is, therefore, no longer able to assist HPRP clients;

**WHEREAS**, the City has determined that the Samaritan Inn is administering their HPRP program in the intent that HUD set forth for the program and is both willing and able to continue their program should more funding be available; and

**WHEREAS** the City has determined that it is in the best interest of the citizens of Plano that the Homelessness Prevention and Rapid Re-Housing funding agreement with the Samaritan Inn be modified to allow more clients to be served.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF PLANO, TEXAS, THAT:**

**SECTION I.** - The Homelessness Prevention and Rapid Re-Housing contract with the Samaritan Inn has been modified in an amount not to exceed \$155,245 as shown in the attached Exhibit "A".

**SECTION II.** - This Resolution shall take effect immediately upon its passage.

**DULY PASSED AND APPROVED THIS 26TH DAY OF APRIL, 2010.**

---

Phil Dyer, MAYOR

ATTEST:

---

Diane Zucco, CITY SECRETARY

Approved as to form:

---

Diane C. Wetherbee, CITY ATTORNEY

**THE STATE OF TEXAS**    §            **First Modification of Funding Agreement**  
    §            **By and Between City of Plano and**  
    §            **Samaritan Inn**  
**COUNTY OF COLLIN**    §

THIS FIRST MODIFICATION OF Contract (hereinafter "First Modification") is made and entered into on this the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, by and between **SAMARITAN INN** (hereinafter "Subrecipient"), Plano, Texas, and the **CITY OF PLANO, TEXAS**, a home rule municipal corporation (hereinafter "City"), acting by and through its City Manager or his designee.

**WITNESSETH:**

**WHEREAS**, City and Subrecipient entered into a Funding Agreement on October 12, 2009, (hereinafter "Agreement") for Homelessness Prevention and Rapid Re-Housing Grant monies; and

**WHEREAS**, City and Subrecipient desire to amend such Agreement in certain respects as set forth herein in this First Modification.

**NOW THEREFORE**, the Agreement is incorporated herein as if written word for word. Except as provided below, all other terms and conditions of the Agreement shall remain unchanged and shall remain in full force and effect. In the event of any conflict or inconsistency between the provisions set forth in this First Modification and the Agreement, priority of interpretation shall be in the following order: First Modification, Agreement. In consideration of the foregoing, and for other good and valuable consideration, the parties hereto agree as follows:

**I.**

Beginning on the effective date of this Modification and continuing through the remaining term of the Agreement, Section IB Levels of Accomplishment is hereby modified to read in its entirety as follows:

**"B. Levels of Accomplishment**

The Subrecipient agrees to provide the following levels of program service:

<u>Activity</u>	<u>Total Households/Year</u>
-----------------	------------------------------

Provide Rental Assistance	57
Provide Utility Assistance	57
Provide Case Management	57
Create unduplicated jobs and retained for at least six months.	0

Outcome Measure

Seventy-five (75%) of the number of individuals and families who receive financial assistance through HPRP funding will maintain housing at least six months after receipt of the HPRP assistance."

**II.**

Beginning on the effective date of this Modification and continuing through the remaining term of the Agreement, the first paragraph in Section IV PAYMENT is hereby modified to read in its entirety as follows:

"It is expressly agreed and understood that the total amount to be paid by the City under this contract shall not exceed \$155,245.00. Drawdowns for the payment of eligible expenses shall be made against the line budgets specified in the modified Exhibit D attached hereto which shall modify and replace the Exhibit D in the original agreement. With the submission of original bills with proper documentation for the services as required by the City, the Subrecipient will be reimbursed within 30 days after the Subrecipient has received all proper documentation to the City."

**IN WITNESS WHEREOF**, the parties enter into this First Modification on the date first written above.

**SAMARITAN INN**

By: \_\_\_\_\_  
 Name: \_\_\_\_\_  
 Title: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 \_\_\_\_\_

**CITY OF PLANO, TEXAS**

By: \_\_\_\_\_  
Thomas H. Muehlenbeck  
CITY MANAGER  
1520 Avenue K  
P. O. Box 860358  
Plano, TX 75086-0358

APPROVED AS TO FORM:

\_\_\_\_\_  
Diane C. Wetherbee, CITY ATTORNEY

**ACKNOWLEDGMENTS**

**STATE OF TEXAS**       §  
                                  §  
**COUNTY OF** \_\_\_\_\_ §

This instrument was acknowledged before me on the \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by \_\_\_\_\_, \_\_\_\_\_ of **SAMARITAN INN**, a non-profit corporation, on behalf of said corporation.

\_\_\_\_\_  
Notary Public, State of Texas

**STATE OF TEXAS**       §  
                                  §  
**COUNTY OF COLLIN**   §

This instrument was acknowledged before me on the \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_ by **THOMAS H. MUEHLENBECK**, City Manager of the **CITY OF PLANO, TEXAS**, a home-rule municipal corporation, on behalf of said corporation.

\_\_\_\_\_  
Notary Public, State of Texas

**City of Plano**  
**Neighborhood Services Division**  
**Homeless Prevention and Rapid Re-Housing Program**

The Samaritan Inn

## 18 Month Cost Allocation

Three Year Cost Category	Total Program Cost				
	Requested from City		Other Sources		Total
	\$ Amount	%	\$ Amount	%	
<b>Housing Relocation and Stabilization</b>					
*Case Manager Salaries/Benefits # Positions Requested ( )	\$ 10,868	100%	\$ -	0%	\$ 10,868
Legal Services	\$ -		\$ -		\$ -
Credit Repair	\$ -		\$ -		\$ -
Other (Mileage)			\$ -		\$ -
Admin Fee (2% of grant)			\$ -		
<b>Subtotal</b>	\$ 10,868	100%		0%	\$ 10,868
<b>Financial Assistance</b>					
Rent	\$ 125,748	100%	\$ -	0%	\$ 125,748
Security Deposits			\$ -		\$ -
Utility Payments	\$ 18,629	100%	\$ -	0%	\$ 18,629
Utility Deposits			\$ -		\$ -
Moving Costs			\$ -		\$ -
<b>Subtotal</b>	\$ 144,377	100%		0%	\$ 144,377
<b>Grand Total</b>	\$ 155,245	100%	\$ -	0%	\$ 155,245

(\*) Attach schedule listing positions & staff individually and attach job descriptions that are included in the proposal budget.

Issue Date: 5/11/09 (Revised 4/14/2010)