



# City of Norman, OK

Municipal Building Council  
Chambers  
201 West Gray Street  
Norman, OK 73069

## Master

**File Number: K-1314-81 AMD #1**

**File ID:** K-1314-81 AMD #1

**Type:** Contract

**Status:** Consent Item

**Version:** 1

**Reference:** Item No. 22

**In Control:** City Council

**Department:** City Manager  
Department

**Cost:**

**File Created:** 12/04/2013

**File Name:** Amendment to SVSC Contract with East Main Place

**Final Action:**

**Title:**

AMENDMENT NO. ONE TO CONTRACT NO. K-1314-81: A FUND DISBURSEMENT AGREEMENT BY AND BETWEEN THE CITY OF NORMAN, OKLAHOMA, AND EAST MAIN PLACE TO ALLOW SOCIAL AND VOLUNTARY SERVICES COMMISSION GRANT FUNDS IN THE AMOUNT OF \$5,000 TO BE USED FOR CLIENT RELOCATION EXPENSES.

**Notes:** ACTION NEEDED: Motion to approve or reject Amendment No. One to Contract No. K-1314-81, a Fund Disbursement Agreement with East Main Place; and, if approved, authorize the execution thereof.

ACTION TAKEN: \_\_\_\_\_

**Agenda Date:** 12/10/2013

**Agenda Number:** 22

**Attachments:** Amendment 1 K-1314-81.pdf, K-1314-81.pdf

**Project Manager:** Carol Coles, Administrative Assistant

**Entered by:** Ellen.Usry@normanok.gov

**Effective Date:**

### History of Legislative File

| Ver-<br>sion: | Acting Body: | Date: | Action: | Sent To: | Due Date: | Return<br>Date: | Result: |
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### Text of Legislative File K-1314-81 AMD #1

Body

**BACKGROUND:** On September 23, 2013, the Social and Voluntary Services Commission (SVSC) heard presentations from 21 social service agencies who had submitted applications for funding. The application requires information regarding the overall mission of the agency, specific project for which funding is being requested, financial information including budget summary and projected budget, copy of most recent audit and copy of IRS tax exempt status letter. The application also requires a list of the current board members and staff members of the agency. Funding for social service agencies of \$150,000 was established in the Fiscal Year 2013-2014. On November 12, 2013, City council approved a Fund Disbursement Agreement, Contract K-1314-81, with East Main Place, Inc. Under the terms of the Agreement, the City of Norman gave East Main Place, Inc. a grant in the amount of \$5,000 to purchase a large lawn mower and commercial weed eater.

**DISCUSSION:** Subsequent to approval of the Agreement, East Main Place's boiler began to fail. Because of

the significant costs to either repair or replace the boiler unit, East Main Place, Inc. has chosen to help its residents relocate into other housing while the East Main Place Board of Directors considers their options. For that reason, East Main Place has requested to amend the Fund Disbursement Agreement in order to use the \$5,000 grant for client relocation expenses. The funds will assist clients with rental deposits, rental application fees, utility deposits, and other similar expenses.

The City Attorney's Office has prepared Amendment #1 to the Fund Disbursement Agreement, Contract K-1314-81, with East Main Place, Inc. to allow the funds to be used for client relocation expenses. All of the other terms of the Agreement remain the same.

**RECOMMENDATION:** If City Council wishes to allow East Main Place, Inc. to use the funds for client relocation expenses, staff recommends approval of Amendment #1 to Contract K-1314-81 with East Main Place, Inc.