

**Memorandum
Community & Economic Development Department**

To: Thomas Thomas, City Manager
Subject: HUD signatory resolution
Date: March 19, 2014



In order to help expedite the processing HUD/CDBG reports, correspondence, and other documents, Planning staff made inquiries with the Chicago HUD Office regarding the designation of primary and alternate signatories. Planning staff was advised to seek guidance from the City Attorney as to the best methodology, based on the City's statutory form of government. Upon the recommendation of the City Attorney, the attached resolution was drafted designating Jeffrey Eder as the primary and Thomas Thomas as secondary signatory in Mr. Eder's absence. This action would go into effect immediately upon approval by City Council.

RECOMMENDATION: Planning staff recommends approval of the attached draft resolution designating Jeff Eder as the primary signatory for all HUD/CDBG documents and Thomas Thomas as the alternate signatory.

Submitted by: Jeffrey A. Eder, Assistant City Manager / CED Director
Ben Griffith, Planning & Redevelopment Administrator

Approved by: Thomas Thomas, City Manager

Resolution No. ____-2014

WHEREAS, the City of Rock Island is a HUD/CDBG Entitlement Community, eligible to receive and distribute funds for specific, authorized purposes, such as housing rehabilitation, removal of blighted properties and the provision of other services; and

WHEREAS, the City of Rock Island, Illinois is a municipal corporation which has adopted a City Manager form of government as allowed by the State of Illinois; and

WHEREAS, Section 2-68(6) of the City’s Code of Ordinances authorizes the City Manager to sign documents on behalf of the City, except where the City Council directs some other staff member to do so; and

WHEREAS, there is a need to designate a primary and alternate signatory for HUD/CDBG reports and correspondence.

NOW THEREFORE, BE IT RESOLVED by the Mayor and City Council of the City of Rock Island, State of Illinois, that effective immediately, Assistant City Manager/Community & Economic Development Director Jeffrey A. Eder shall be designated as the primary signatory for all HUD/CDBG reports and correspondence, and in his absence, City Manager Thomas Thomas shall be the alternate signatory for such items.

Dennis E. Pauley, Mayor
City of Rock Island, Illinois

PASSED: _____

APPROVED: _____

ATTEST: _____
Aleisha Patchin, City Clerk
City of Rock Island, Illinois