



Administrative Services Committee Meeting Commission Chamber - 9/29/2015

ATTENDANCE:

Present: Hons. M. Williams, Chairman; D. Williams, Vice Chairman; Lockett and Davis, members.
Absent: Hon. Hardie Davis, Jr., Mayor.

ADMINISTRATIVE SERVICES

1. Approve the Year 2016 Annual Action Plan for Community Development Block Grant (CDBG) Program, Home Investment Partnerships (HOME) Program, Emergency Solutions Grant (ESG) Program, Housing Opportunities for Persons with AIDS (HOPWA) Program. **Item Action:** Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 3-0.	Commissioner William Lockett	Commissioner Dennis Williams	Passes

2. Discuss the evaluation process for Administrator and Department Directors. (Requested by Commissioner Marion Williams) **Item Action:** Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve receiving this item as information. Motion Passes 4-0.	Commissioner William Lockett	Commissioner Mary Davis	Passes

3. Motion to approve the minutes of the Administrative Services Committee held on September 8, 2015. **Item Action:**

Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner William Lockett	Commissioner Mary Davis	Passes

4. Motion to **approve** the appointment of a Commission Rules Review Sub-Committee consisting of Commissioners Mary Davis, William Lockett, Sean Frantom, and Sammie Sias. **Item Action:** Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner Dennis Williams	Passes

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**Administrative Services Committee Meeting
9/29/2015 1:10 PM
Attendance 9/29/15**

Department:

Caption:

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

**Funds are Available
in the Following
Accounts:**

REVIEWED AND APPROVED BY:

2016 AHCDD Proposed ALLOCATIONS

2016 (CDBG) Community Development Block Grant Program B-16-MC-13-0004				
			Proposed Budget	Actual Budget
Entitlement			\$1,689,993.00.00	
Program Income			\$150,000.00	
TOTAL			\$1,839,993.00	
IDIS #	Project #	Projects	Proposed Budget	Actual Budget
Acquisition (\$90,305)				
	16010	Acquisition	\$90,305.00	
Public Facilities (\$50,000)				
	16030	Salvation Army	\$50,000.00	
Clearance/Demolition (\$226,130)				
	16040	Clearance & Demolition	\$226,130.00	
Public Services (\$253,500)				
	16050	Action Ministries	\$20,000.00	
	16051	Asociacion Latina	\$20,000.00	
	16052	Augusta Mini Theatre	\$25,000.00	
	16053	CSRA EOA	\$25,000.00	
	16054	Family Y	\$20,000.00	
	16055	Hope House	\$20,000.00	
	16056	MACH	\$25,000.00	
	16057	Rachel Longstreet	\$20,000.00	
	16058	Salvation Army	\$20,000.00	
	16059	United Way	\$20,000.00	
	16060	HCD Homeless Transportation	\$38,500.00	
		TOTAL	\$253,500.00	



2016 CDBG PROPOSED ALLOCATIONS (CONTINUED)			Proposed Budget	Actual Budget
Permanent Supportive Housing (\$24,483)				
	16070	Supportive Housing Project(s)	\$24,483.00	
Relocation (\$60,000)				
	16080	Relocation - HCD	\$60,000.00	
Rehabilitation (\$685,076)				
	16140	Housing Rehabilitation Program	\$685,076.00	
Economic Development (\$82,500)				
	16181	Small Business Development	\$82,500.00	
General Administration (\$367,999)				
	16210	HCD Administrative (20% cap including PI)	\$347,999.00	
	16211	Fair Housing	\$20,000.00	
		TOTAL	\$367,999.00	

		2016 Emergency Solution Grant (ESG) Program		
			Proposed Budget	Actual Budget
Entitlement			\$151,819.00	
Program Income			\$0.00	
TOTAL			\$151,819.00	

IDIS #	Project #	Projects		
	E161	Action Ministries	\$23,250.00	
	E162	CSRA EOA	\$20,250.00	
	E163	Hope House	\$15,000.00	
	E165	Safe Homes	\$21,433.00	
	E166	The Salvation Army	\$25,000.00	
	E167	St. Stephen's Ministry	\$15,000.00	
	E168	United Way	\$17,000.00	
	E169	HCD Administration (7% cap)	\$11,386.00	
	E170	Augusta Outreach	\$3,500.00	
TOTAL			\$151,819.00	

		2016 HOME Investment Partnerships Program		
			Proposed Budget	Actual Budget
Entitlement			\$673,471.00	
Program Income			\$235,000.00	
TOTAL			\$908,471.00	
IDIS #	Project #	Projects		
		Housing Redevelopment Initiative	\$560,103.25	
		CHDO Set-aside (15% minimum)	\$101,020.65	
		Homeowner Assistance Program	\$150,000.00	
		CHDO Operating	\$30,000.00	
		HCD Administrative (10% cap)	\$67,347.10	
TOTAL			\$908,471.00	

		2016 HOPWA Housing Opportunities for Persons with AIDS GA-H-16-F002		
			Proposed Budget	Actual Budget
Entitlement			\$1,072,089.00	
Program Income			\$0.00	
TOTAL			\$1,072,089.00	
IDIS #	Project #	Projects		
		Hope Health, Inc.	\$224,926.00	
		St. Stephens Ministry	\$215,000.00	
		Family Initiative of the CSRA	\$225,000.00	
		East Augusta CDC	\$225,000.00	
		Promise Land CDC	\$150,000.00	
		Administration (3% cap)	\$32,163.00	
TOTAL			\$1,072,089.00	

A RESOLUTION AUTHORIZING THE SUBMISSION OF THE ANNUAL ACTION PLAN FOR YEAR 2016 AND GRANTING THE AUTHORITY TO GIVE ASSURANCES AND CERTIFICATIONS AS REQUIRED BY THE SECRETARY OF THE U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND GRANTING THE AUTHORITY TO EXECUTE THE CONSOLIDATED PLAN AND ACTION PLAN AS APPROVED.

WHEREAS, Augusta-Richmond County has availed itself of the provisions of the Housing and Community Development Act of 1974, as amended and the Housing and Community Development Act of 1987; and

WHEREAS, it is necessary to submit a Year 2016 Action Plan as a prerequisite to receiving Community Development Block Grant (CDBG), HOME Investment Partnerships (HOME), Emergency Solutions Grants (ESG), and Housing Opportunities for Persons with AIDS (HOPWA) funds after public hearings have been held and projects suggested by citizens have been given careful and serious consideration; and

WHEREAS, in order to expedite the orderly execution of the assurances, certifications and Grant Agreement, the Mayor is hereby given authority to provide such assurances, certifications and execute the Grant Agreement as required by the Secretary; and

WHEREAS, in order to expedite the federal programs included in the plan, the Housing and Community Development Department is given authority to carry out the programs as approved by Augusta-Richmond County Commission.

NOW, THEREFORE, BE IT RESOLVED: That the Mayor and the Housing and Community Development Department be authorized to prepare and submit the Year 2016 Action Plan and amendments thereto as well as provide the required assurances, certifications, and execution of the Grant Agreement; and

BE IT FURTHER RESOLVED: That the Housing and Community Development Department be authorized to carry out the orderly execution of the Year 2016 Action Plan as approved by the Augusta-Richmond County Commission in compliance with all applicable law, rules, and regulations.

ATTEST:

AUGUSTA, GEORGIA

BY: _____
Hardie Davis, Jr.
Mayor

Lena J. Bonner
Clerk of Commission

CERTIFICATION

I, Lena J. Bonner, Clerk of Commission, hereby certify that the above is a true and correct copy of a Resolution as adopted by said AUGUSTA-RICHMOND COUNTY COMMISSION in meeting held on October 6, 2015.

S E A L

Lena J. Bonner
Clerk of Commission



Administrative Services Committee Meeting
9/29/2015 1:10 PM
2016 Annual Action Plan

Department:	Housing and Community Development
Caption:	Approve the Year 2016 Annual Action Plan for Community Development Block Grant (CDBG) Program, Home Investment Partnerships (HOME) Program, Emergency Solutions Grant (ESG) Program, Housing Opportunities for Persons with AIDS (HOPWA) Program.
Background:	In order to fulfill statutory and regulatory requirements mandated by the U.S. Department of Housing and Urban Development with regard to the 2016 Action Plan, the City of Augusta is required to make available for public comment the 2016 Action Plan that provides the jurisdiction an opportunity to review the City of Augusta, Housing and Community Development Department's local strategy to address needs in the areas of community development, economic development, housing and homelessness. This proposal includes an Action Plan for 2016 with a budget that includes anticipated funding allocations for the Community Development Block Grant (\$1,689,993), HOME (\$673,471), ESG (\$151,819) and HOPWA (\$1,072,089) plus CDBG Program Income from loan repayments of \$150,000 and HOME loan repayments of \$235,000.
Analysis:	If supported by the Augusta Commission, the Housing and Community Development Department will be capable of funding these projects in accordance with the submission of the 2016 Annual Action Plan to the U. S. Department of Housing and Urban Development (HUD).
Financial Impact:	If approved by the City Commission, the Plan will continue to provide funding of needed services and housing projects for low-to moderate-income households throughout the City of Augusta.
Alternatives:	None Recommended.
Recommendation:	Accept the 2016 Annual Action Plan by Resolution at the conclusion of the thirty (30) day public comment period.

**Funds are Available
in the Following N/A.
Accounts:**

REVIEWED AND APPROVED BY:

Finance.

Law.

Administrator.

Clerk of Commission



**Administrative Services Committee Meeting
9/29/2015 1:10 PM
Evaluation Process**

Department: Clerk of Commission

Caption: Discuss the evaluation process for Administrator and Department Directors. (Requested by Commissioner Marion Williams)

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

**Funds are Available
in the Following
Accounts:**

REVIEWED AND APPROVED BY:



Administrative Services Committee Meeting Commission Chamber - 9/8/2015
ATTENDANCE:

Present: Hons. Hardie Davis, Jr., Mayor; M. Williams, Chairman; D. Williams, Vice Chairman; Lockett and Davis, members.

ADMINISTRATIVE SERVICES

1. Authorize submission of 2015 Consolidated Application, Exhibits and supporting documentation for the Continuum of Care Application to HUD. **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner Dennis Williams	Passes

2. Propose amending the 2009, 2013 and 2014 Action Plans to re-program \$436,692.59 and to revise the scope of work in Community Development Block Grant (CDBG) funds. **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve with the correction of the amount to read \$391,692.59. Motion Passes 4-0.	Commissioner William Lockett	Commissioner Dennis Williams	Passes

3. Presentation by Ms. Kathy E. Miller regarding problems with Housing & Community Development finishing repairs to her house. **Item Action:**
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve receiving this item as information. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner Dennis Williams	Passes

4. Motion to approve the minutes of the Administrative Services Committee held on August 25, 2015.

Item Action:
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve. Motion Passes 4-0.	Commissioner William Lockett	Commissioner Mary Davis	Passes

5. Discuss the procedure for adding items to the agendas. (Requested by Commissioner M. Williams)

Item Action:
Approved

Motions

Motion Type	Motion Text	Made By	Seconded By	Motion Result
Approve	Motion to approve receiving this item as information. Motion Passes 4-0.	Commissioner Mary Davis	Commissioner William Lockett	Passes

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**Administrative Services Committee Meeting
9/29/2015 1:10 PM
Minutes**

Department: Clerk of Commission

Caption: Motion to approve the minutes of the Administrative Services Committee held on September 8, 2015.

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

**Funds are Available
in the Following
Accounts:**

REVIEWED AND APPROVED BY:



**Administrative Services Committee Meeting
9/29/2015 1:10 PM
Subcommittee Rules and Procedures**

Department:

Caption: Motion to **approve** the appointment of a Commission Rules Review Sub-Committee consisting of Commissioners Mary Davis, William Lockett, Sean Frantom, and Sammie Sias.

Background: The concept of this committee came out of the Mayor/Commission Retreat held on 14 September 2015. The committee shall review the rules and make recommendations to improve commission meeting or clarify any confusing language.

Analysis:

Financial Impact:

Alternatives:

Recommendation:

**Funds are Available
in the Following
Accounts:**

REVIEWED AND APPROVED BY:
