



Administrative Services Committee Meeting Commission Chamber- 3/22/2010- 12:45 PM

ADMINISTRATIVE SERVICES

1. Motion to approve the retention of the Augusta Housing and Community Development Department Modified Contract Process. (Referred from March 8 Administrative Services) ☐ [Attachments](#)
2. Motion to approve Redevelopment Plan and Formation of URA as well as approval of an Intergovernmental Agreement between Augusta and the Newly Formed URA. ☐ [Attachments](#)
3. Motion to discuss proposed pay study process for 2010 / 2011 / 2012. ☐ [Attachments](#)
4. Presentation by Rev. K. B. Martin as spokesperson for the CHDOs. ☐ [Attachments](#)

www.augustaga.gov



Administrative Services Committee Meeting
3/22/2010 12:45 PM
Modified Contract Process - AHCDD

Department: Augusta Housing and Community Development Department

Caption: Motion to approve the retention of the Augusta Housing and Community Development Department Modified Contract Process. (Referred from March 8 Administrative Services)

Background: Each year the City receives Federal and Non-Federal funds that are used to fund agencies and projects to assist low income persons and revitalize low income neighborhoods. An Annual Action Plan is created and presented to the Commission for approval that recommends a budget for spending the annual funds. To carry out these projects, the City is required to have signed agreements in place with agencies to expend these funds. Getting the agreements and contracts executed by all parties is time consuming and can prevent the City from expending its funds in a timely manner. To facilitate the execution of agreements/contracts in a timely manner, we propose that the Modified Contract Process that was approved by the Commission on July 10, 2007 be retained. The Modified Contract Process that was approved is as follows: 1. Once the Consolidated/Annual Action Plan is approved by Commission the following process will be followed: a. The Mayor will be given authorization to execute all necessary Grant Agreements relative to the approved Consolidated Plan/Annual Action Plan; and b. The Mayor, City Administrator and Director of AHCDD will be given authorization to execute all the necessary agency grant agreements and construction contracts required to implement the Consolidated Plan/Annual Action Plan as approved by the Commission. All contracts will be in compliance with the Augusta-Richmond County Bidding Policies and Procurement Processes. All changes to the Action Plan because of reprogrammed funds will be approved by they Commission.

Analysis: The Modified Contract Process approved by the Commission on July 10, 2007, delegates the authority to execute the contracts to the Mayor, City Administrator, and the AHCDD Director for all projects approved by the Commission in the Consolidated/Annual Action Plan.

Financial Impact: The modified contract process allows AHCDD to facilitate expenditure of funds in a timely manner. The Department has been timely on its expenditures of funds since 2007. Prior to this process, the Department was in non-compliance for the years 2004 – 2006, with a potential consequence of reduced funding.

Alternatives: None Recommended.

Cover Memo

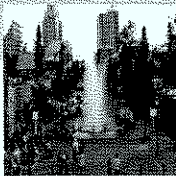
Item # 1

Recommendation: Approval from the Commission to keeep in place the Modified Contract Process that delegates authority to execute contracts for all projects in the approved Action Plan by the Mayor, City Administrator and the AHCDD Director.

Funds are Available in the Following Accounts: Not applicable.

REVIEWED AND APPROVED BY:

Clerk of Commission



City of Augusta, GA

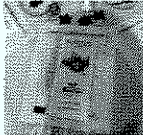
Contract Process

February 2010

Augusta Housing and Community
Development Department







Augusta-Richmond County Municipal Building

2/11/2010 530 Greene Street, 8th Floor, Augusta, GA 1

AHCDD Annual GRANT PROCESS

Why Our Process Works



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ACTION PLAN (AP) – Center of Process

What is the Annual Action Plan?

- The Action Plan spells out in detail what projects the City will carry out and how much money it will spend
- The Action Plan is presented to the Commission for Approval and presented to HUD by November 15th of each year
- When approved by the Commission and HUD, AHCDD is granted authority to issue subrecipient contracts for projects in the plan and present to Mayor for execution
- All changes to Action Plan because of reprogrammed funds are subject to Citizens Participation and Approval by Commission

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What are we Requesting?

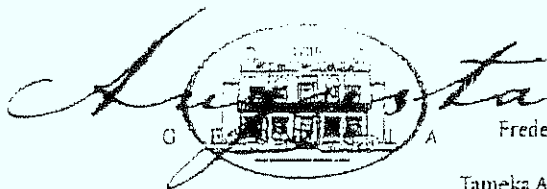
To Leave Approved
Modified Contract Process
In Place

Approved by Commission July 10, 2007

Attachment 1: Commission Approval Letter July 10, 2007

2/11/2010

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Office Of The Administrator

Frederick L. Russell, Administrator

Tameka Allen, Interim Deputy Administrator
Robert Leverett, Interim Deputy Administrator

Room 801 - Municipal Building
530 Greene Street - AUGUSTA, GA. 30911
(706) 821-2400 - FAX (706) 821-2819
www.augustaga.gov

July 10, 2007

Mr. Chester Wheeler
Director - Housing & Community Development
925 Laney Walker Blvd.
Augusta, GA 30901

Dear Chester:

The Augusta-Richmond County Commission, at their regular meeting held on Tuesday, July 10, 2007, took action on the following items.

- ✓ 26. Approved Proposed Procedure for Authorization of Agreements/Contracts for the Housing and Community Development Department.
- 27. Approved the Reprogramming of \$1,032,392.14 in CDBG, HOME, ESG and HOPWA Funds and Change the Scope of Services for the Boys Club and Augusta Mini Theatre Projects; and that the Augusta Youth Center not be reprogrammed.

If you have any questions, please contact me.

Yours truly,

Tameka Allen
Interim Deputy Administrator

cc: Ms. Donna Williams

07-10-07: #26, #27



HOUSING AND COMMUNITY DEVELOPMENT DEPARTMENT

Chester A. Wheeler, III
Director

DRAFT FOR MUNI-AGENDA

CAPTION: Consider Proposed Procedure for Authorization of Agreements/Contracts for the Housing and Community Development Department

BACKGROUND: Each year the City receives Community Development Block Grant (CDBG), Emergency Shelter Grant (ESG), HOME Investment Partnerships (HOME) and Housing Opportunities for Persons with AIDS (HOPWA) funds from HUD. These funds are used to fund agencies and projects to assist low income persons and revitalize low income neighborhoods.

The Housing and Community Development (HCD) Department annually solicits for proposals from agencies and develops CDBG, ESG, HOME and HOPWA budgets which are incorporated into the City's Annual Action Plan. For Year 2007, the Action Plan contains sixty-one (61) projects. To carry out these projects, HUD requires the City to have agreements with the agencies. In addition, if a project involves construction, a construction contract is required also. Getting these agreements and contracts executed by all parties is time consuming and prevents HCD from proceeding with the projects and expending the funds in a timely manner. As you are aware, HUD reviews our spenddown of funds each September 30.

To facilitate the execution of agreements/contracts process, we are proposing the following Agreement/Contract Execution Procedure for the Housing and Community Development Department:

Once the Consolidated Plan/Annual Action Plan is approved by Commission:

- Mayor will be given authorization to execute all necessary Grant Agreements relative to the approved Consolidated Plan/Annual Action Plan as required by HUD;
- The Mayor, City Administrator and Director of HCD will be given authorization to execute all the necessary agency grant agreements and construction contracts required to implement the Consolidated Plan/Annual Action Plan as approved by the Commission. All documents other than Forms HUD-7082, and HUD-40093 must require signatures by all (3) parties. All Augusta-Richmond County Bidding Policies will be complied with and acknowledgement given by the Director of Procurement; and

Housing and Community Development
925 Laney-Walker Boulevard, Augusta, GA 30901
(706) 821-1797 – Fax (706) 821-1784

www.augustarichmondcounty.gov



- Any construction contract that has a funding source not funded by HUD requires Commission approval.

ANALYSIS: The current procedure requires **all** agreements and contracts to be approved by the Commission and executed by the Mayor. This proposed procedure will allow the Commission to approve projects in the Annual Action Plan and delegate the authority to execute the contracts to the Mayor, City Administrator and HCD Director.

FINANCIAL IMPACT: Approval of the proposed procedure will facilitate the expenditure of funds in a timely manner.

ALTERNATIVES: None recommended.

RECOMMENDATION: Approve New Procedure for Authorization of Agreements/Contracts for the Housing and Community Development Department

FUNDS: HUD: CDBG, ESG, HOME & HOPWA funds

What is Modified Contract Process

- The **Modified Contract Process** allows the Commission to Approve Projects in the Annual Action Plan and delegates the authority to execute the contract to the City Attorney, Mayor, City Administrator or AHCDD Director
- Approved by Commission July 10, 2007

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Why Are We Requesting to Keep Modified Contract in Place

- ✓ We have a documented contract approval process in place that is effective and efficient, and facilitates us being in compliance with Federal Regulations.
- ✓ From 2004 – 2006, the Department was untimely on use of funds
- ✓ In October 2007, Department became timely in use of funds
- ✓ Grantees are Federally Mandated by 24 CFR 570.902 to manage funds in a timely manner.

Attachment 2: Report PR56 60 Day Ratio Report

2/11/2010

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IDIS - PR56

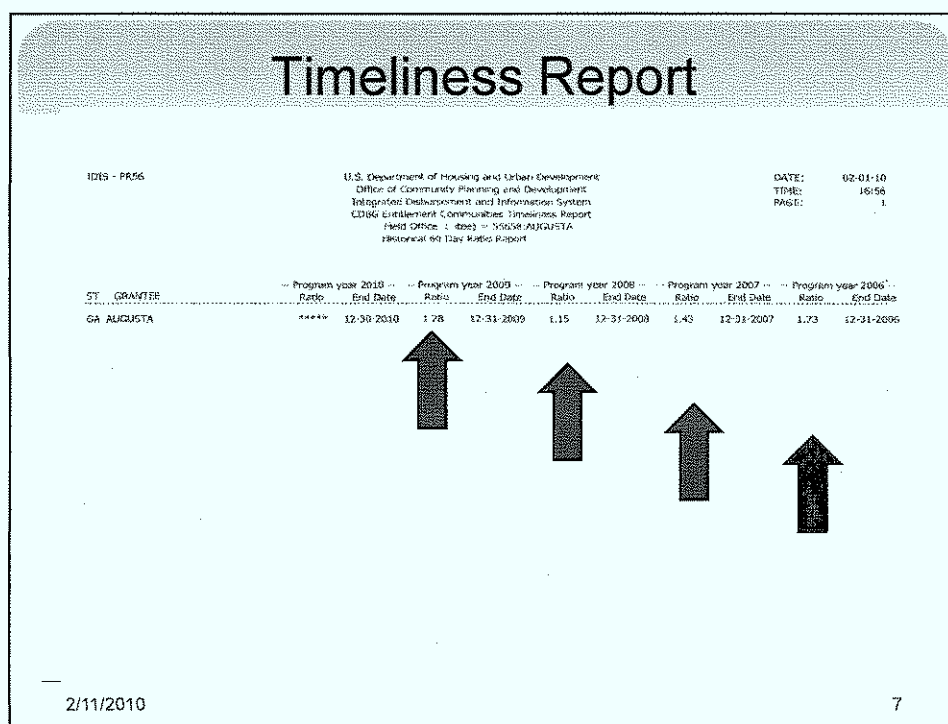
U.S. Department of Housing and Urban Development
Office of Community Planning and Development
Integrated Disbursement and Information System
CDBG Entitlement Communities Timeliness Report
Field Office : itee} = 55658:AUGUSTA
Historical 60 Day Ratio Report

DATE: 02-01-10
TIME: 16:56
PAGE: 1

ST	GRANTEE	-- Program year 2010 --		-- Program year 2009 --		-- Program year 2008 --		-- Program year 2007 --		-- Program year 2006 --	
		Ratio	End Date	Ratio	End Date	Ratio	End Date	Ratio	End Date	Ratio	End Date
GA	AUGUSTA	*****	12-30-2010	1.28	12-31-2009	1.15	12-31-2008	1.43	12-31-2007	1.73	12-31-2006

Attachment 2: Report PR56 60 Day Ratio Report

Item # 1



Why Is Timeliness Important: Federal Mandate: Timeliness Test

24 CFR 570.902

**Review to determine if CDBG-funded activities are being
carried out in a timely manner**

- 60 days before the end of a grantee's year, November 1 for Augusta, HUD runs report PR 56 and determines "Grant Timeliness"
- Grantees are allowed under this regulation to have a balance NO GREATER than 1.5 times their annual grant remaining in their line of Credit 60 DAYS PRIOR to the end of their program.
- The failure to meet the 1.5 standard for a second consecutive year may result in the reduction of its FY grant by 100% of the amount of its Line of credit in excess of the 1.50.

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Historical Perspective

- ✓ The City was non-compliant for Timeliness from 2004 – 2006
- ✓ For 2004-2006, City was at risk of grant reduction for timeliness non-compliance
- ✓ 2007 Department Documents Grant Process
- ✓ Modified Contract Approval Process Approved July 10, 2007
- ✓ 2007 and 2008 City Compliant for Timeliness
- ✓ 2009 City is Compliant for Timeliness – Grant Funds Issued Mid July 2009 and **City is Compliant by November 2009!**

Attachment 3: HUD Letter to City about Timeliness Issue (11/25/05)

Attachment 4: HUD Follow Up Letter to City 2/24/06

Attachment 5: HUD Letter Acknowledging 2007 Compliance for Timeliness (10/26/07)

Attachment 6: 2009 Grant Agreement – Funds Issued Mid-July 2009

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2009 Quick Turnaround Process

- ✓ Federal Government Holds Release of Grant Money Because of Federal Stimulus Programs
- ✓ City receives Grant Funds in Mid-July 2009
- ✓ City Must Still Comply with 24 CFR 570.902 on Timeliness
- ✓ City Obtains Timeliness Compliance in 3.5 months



2009 City is Compliant for Timeliness by November 1, 2009 (1.28 ratio)

Attachment 6: 2009 Grant Agreement – Funds Issued Mid-July 2009

2/11/2010

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U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

OFFICE OF COMMUNITY PLANNING
AND DEVELOPMENT

NOV 25 2005

The Honorable Willie Mays III
Interim Mayor, Augusta-Richmond County
Consolidated Government
Municipal Building
530 Greene Street, Room 806
Augusta, GA 30911-4406

Dear Mayor Mays:

SUBJECT: Offer of Informal Consultation
Noncompliance with Timely Expenditure Requirements
Community Development Block Grant (CDBG) Program

Pursuant to a review, HUD has determined the Augusta-Richmond County Consolidated Government (herein after the consolidated government) is not carrying out its CDBG program in a timely manner. Grantees are allowed, under the CDBG regulations at 24 CFR part 570.902, to have a balance no greater than 1.50 times their annual grant remaining in their line-of-credit 60 days prior to the end of their program year. As the Department advised grantees in its letter of November 20, 2001, HUD has instituted a policy of reducing the future year's grant of a grantee that continues to be untimely.

The 60-day ratio for the consolidated government, as measured on November 2, 2004, was 1.63. The last 60-day test conducted for your community on November 2, 2005, indicated a balance remaining in its line-of-credit amounting to 1.95 times its Fiscal Year (FY) 2005 grant and, therefore, was again in non-compliance with the 1.50 performance standard. The consolidated government's failure to meet the 1.50 standard for the second consecutive year may result in a reduction of its FY 2006 grant by 100 percent of the amount in its line-of-credit in excess of 1.50. Based on the new drawdown ratio of 1.95, the amount of this reduction is calculated to be \$1,159,076, as shown in the enclosure. The consolidated government may avoid a sanction if it demonstrates to HUD's satisfaction that its untimeliness resulted from factors beyond the city's reasonable control.

Under the provisions of 24 CFR part 570.911, the consolidated government is entitled to an informal consultation prior to the actual reduction of its FY 2006 grant. Therefore, I am inviting you and members of your staff knowledgeable in this issue to attend a meeting at HUD Headquarters, 451 Seventh St., S.W., Washington, DC, at a date and time convenient for you and your staff. If you prefer, the meeting may be held by

Attachment 3: HUD Letter to City about Timeliness Issues (11/25/05)

Item # 1

teleconference. Please contact Ms. Valerie Browne, Community Planning and Development Specialist, Entitlement Communities Division, with the date and time the consolidated government would like the informal consultation to be held. Ms. Browne can be reached at (202) 708-1577.

The purpose of the consultation is to provide the consolidated government an opportunity to demonstrate that factors beyond its reasonable control caused delays in program implementation that affected timely performance or to demonstrate that HUD's finding of noncompliance is incorrect. Please be prepared to address in detail the factors related to the action(s)/activity(ies) that caused non-compliance or, if applicable, the factors that demonstrate compliance. These issues should include:

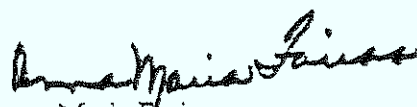
- The problem, as defined by the specific factor(s) beyond your control, why it was beyond your control, and how it caused untimely performance and/or affected the timeliness of expenditures for other parts of your CDBG program over the affected time period.
- The duration of the problem: when did it begin and when is it expected to end.
- The CDBG amount of each activity affected by the problem, explain, if applicable, why these funds were not reprogrammed after the problem occurred.
- Other actions implemented to ameliorate the effects this problem had on project specific and program-wide timely performance, when you undertook them, and what effect they have had and/or will have on timely performance (including the extent to which CDBG funds on hand have been obligated for specific activities).
- If the "factor(s) beyond your control" had not happened and funds were drawn down at the anticipated rate, would the consolidated government otherwise have met the 1.50 standard? Provide the calculation and the information the consolidated government used to reach that conclusion.

Please provide a written response to the factors that you deem relevant to the consolidated government's performance, no later than three business days before the requested teleconference date, with a copy to Mr. John Perry, Director, Community Planning and Development Division, HUD Atlanta Regional Office, so that we will be in a better position to discuss this matter with you. Please email your response to Valerie S. Browne@HUD.gov and John L. Perry@HUD.gov.

Following this informal consultation, HUD will advise you in writing of its decision. Should the consolidated government decline to participate in the consultation, the consolidated government's FY 2006 CDBG entitlement amount will be reduced by \$1,159,076 at the time of grant award. The amount of the city's FY 2006 entitlement award is not known as of the date of this letter because the U.S. Congress has not completed the appropriations process for the CDBG program.

Please feel free to contact Ms. Browne or Mr. Stanley Gimont, Director,
Entitlement Communities Division, at (202) 708-1577, if you have any questions
regarding the informal consultation.

Sincerely,


Anna Maria Farias
Deputy Assistant Secretary
for Grant Programs

Enclosure

AUGUSTA-RICHMOND COUNTY CONSOLIDATED GOVERNMENT
COMPLIANCE WITH 1.5 TIMELINESS STANDARD
60-DAY RATIO ON NOVEMBER 2, 2005

Line of Credit Balance as of November 2, 2005:

FY 2003 Grant Balance:	\$ 19,092.65
FY 2004 Grant Balance:	\$ 2,442,291.10
FY 2005 Grant Balance:	<u>+ 2,604,616.00</u>
Total Grant Balance	\$ 5,065,999.75

New 60-Day Ratio Calculation:

60-Day Ratio = $\frac{\text{Total Grant Balance}}{\text{FY 2005 Grant}} = \frac{\$ 5,065,999.75}{\$ 2,604,616.00} = 1.95$

Amount Over Timeliness Threshold:

Amount in Excess = (New 60-Day Ratio - 1.50) (FY 2004 Grant)
= $(1.95 - 1.50)(\$ 2,604,616.00) = \$ 1,159,075.75$

FY 2006 Potential Reduction: \$1,159,076.00



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

OFFICE OF COMMUNITY PLANNING
AND DEVELOPMENT

FEB 24 2006

MEMORANDUM FOR: John Perry, Director, Office of Community
Planning and Development, 4AD

FROM: Stanley Gimont, Director, Entitlement Communities
Division, DGBE

SUBJECT: Timeliness Issues, Augusta, Georgia
Community Development Block Grant Program

Attached is a copy of the letter to Augusta, Georgia regarding CPD's decision on the city's timeliness problem. The Department has determined that Augusta provided sufficient evidence demonstrating that factors beyond its reasonable control contributed to the untimely implementation of its CDBG program. Accordingly, Augusta's Fiscal Year 2006 CDBG entitlement grant of \$2,333,406 will not be reduced, and the entire grant should be made available to Augusta consistent with normal procedures.

Please be advised that as a result of Augusta's untimely performance in 2004 and 2005, a future grant may be reduced by 100 percent of the amount in excess of the 1.5 standard if Augusta's next 60-day ratio exceeds that standard. As such, the Department expects the grantee to be timely when its next 60-day ratio is measured in 2006.

If you have any questions regarding this decision, please contact me or Valerie Browne, CPD Specialist, at (202) 708-1577.

Attachment



U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT
WASHINGTON, DC 20410-7000

OFFICE OF COMMUNITY PLANNING
AND DEVELOPMENT

FEB 24 2006

The Honorable Deke S. Copenhaver
Mayor of Augusta-Richmond County
Consolidated Government
Municipal Building
530 Greene Street, Room 806
Augusta, GA 30911-4406

Dear Mayor Copenhaver:

It was a pleasure meeting you on January 31, 2006, to discuss the city's expenditure performance for the Community Development Block Grant (CDBG) program. Please extend my thanks to Commissioner Richard Colclough, Commissioner Calvin Holland, and Paul DeCamp, Interim Director, Augusta Housing and Economic Development Department (AHEDD) for making the effort to attend the meeting.

The CDBG regulations at 24 CFR part 570.902 allow CDBG entitlement grantees, such as the city of Augusta, to have a balance no greater than 1.5 times their annual grant remaining in their line-of-credit 60 days prior to the end of their program year. In accordance with the CDBG program's timeliness policy, a grantee's future grant may be reduced when the grantee continues to be untimely. Augusta's 60-day ratio, as measured on November 2, 2004, was 1.63. The most recent 60-day test conducted for your community on November 2, 2005, indicated Augusta had a balance remaining in its line-of-credit amounting to 1.95 times its Fiscal Year (FY) 2005 grant. The city was, therefore, again in non-compliance with the 1.5 performance standard. This non-compliance has the potential to result in the reduction of the city's FY 2006 CDBG grant in the amount of \$1,159,076.

Under the provisions of 24 CFR 570.911 of the CDBG regulations, Augusta officials attended an informal consultation on January 31, 2006, to discuss reasons why the city might qualify for an exception to the Department's timeliness policy. According to the city, the following events negatively impacted its timely performance: (1) the loss of key AHEDD staff including the department's director, housing program administrator, and finance director; (2) conflicts concerning the mission and performance of AHEDD; and (3) an internal audit of AHEDD. The combined effect of the three factors resulted in AHEDD staff time being diverted from critical project management responsibilities to address those factors.

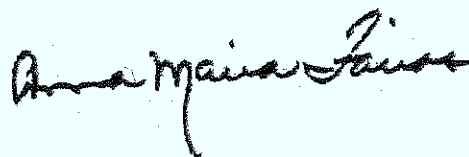
We have reviewed the written materials submitted by Augusta and evaluated your comments from the January 31 meeting. In consideration of the evidence provided by the city, the Department will grant Augusta an exception to the timeliness policy. Having made this determination, Augusta's FY 2006 grant will not be reduced.

However, the Department expects Augusta to be timely 60 days prior to the end of its FY 2006 program year. Since the city has been untimely for two consecutive years and has gone through the consultation process, the city should understand that a continued failure to perform with regard to the timely administration of CDBG program will place the city in a precarious situation for the future. The city has substantial ground to make up with regard to the expenditure of CDBG funds in order to be below the 1.5 threshold at the next computation date. HUD fully expects that actions proposed to close this gap, such as the acquisition of an existing multifamily property for use as senior housing and resolution of staffing issues, will be implemented. To be clear, failure to meet the 1.5 standard later this year will almost certainly result in a reduction of a future grant by 100 percent of the amount in excess of the 1.5 standard.

We appreciate your willingness to address HUD's concerns and in working with this office and HUD's Community Planning and Development (CPD) Division field staff in the Atlanta Regional Office. Please be assured that the Atlanta Regional Office staff is available to assist you in any way possible to meet the timeliness standard in the future, and we compliment you and your staff for the positive actions taken to improve program delivery.

Please feel free to contact Mr. Stanley Gimont, Director, Entitlement Communities Division, at (202) 708-1577 if you have questions regarding the contents of this letter. Please direct all other questions you may have to Mr. John Perry, CPD Director, in the Atlanta Regional Office. Mr. Perry can be reached at (404) 331-5001.

Sincerely,



Anna Maria Farias
Deputy Assistant Secretary
for Grant Programs



U. S. Department of Housing and Urban Development
Regional Director
Region IV

Attachment number 1
Page 17 of 20

October 26, 2007

The Honorable Deke Copenhaver
Mayor
Augusta-Richmond County Consolidated Government
Municipal Building
530 Greene Street, Room 806
Augusta, GA 30911

Dear Mayor Copenhaver:

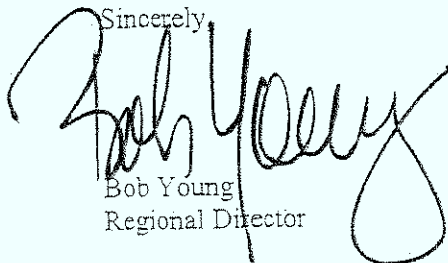
Congratulations! The Office of Community Planning and Development informed me that the City of Augusta has achieved compliance with the performance (timeliness) standard required by the Community Development Block Grant (CDBG) program. The timeliness standard requires that 60 days prior to the end of a grantee's current program year, the grantee may not have more than 1.5 times the amount of the current grant year funds available and undisbursed by the U.S. Treasury. The City has been non-compliant with this provision since November 2, 2004. The City's program year ends on December 31, 2007, and, as of October 18, 2007, the City's ratio was 1.47.

I commend your leadership and the diligent efforts of your staff in developing and implementing strategies that assisted the City in getting the CDBG program expenditures in compliance with the program requirements. Also, I encourage the City to maintain this expenditure rate, while continuing to improve efforts to develop viable, effective strategies that contribute to the overall revitalization of neighborhoods, particularly the provision of quality affordable housing.

We recognize that some of the factors that contributed to the timeliness situation were due to the lack of effective leadership in the Housing and Community Development Department, and the absence of a unified vision for neighborhood revitalization among the various community stakeholders. It appears that the City has taken actions to address these issues and is now in a position to move forward with the community development activities. The success of this effort will, to a large extent, depend on the ability of the City and its community stakeholders to jointly work together in carrying out comprehensive and coordinated revitalization efforts.

Again, I applaud your efforts and wish you continued success with all of the City's HUD-funded programs. If we can be of further assistance, please contact John Perry, Director, Office of Community Planning and Development, at (678) 732-2449.

Sincerely,



Bob Young
Regional Director

HUD's mission is to increase homeownership, support community development and increase access to affordable housing free from discrimination.

Attachment 5: HUD Letter Acknowledging 2007 Compliance for Timeliness (10/26/07)

Item # 1

Title I of the Housing and Community Development Act (Public Law 930383)

U.S. Department of Housing and Urban Development Attachment Number 1
Office of Community Planning and Development Page 18 of 20
Community Development Block Grant Program

1. Name of Grantee (as shown in item 5 of Standard Form 424)
Augusta, Georgia

2. Grantee's Complete Address (as shown in item 5 of Standard Form 424)
530 Greene Street
Augusta, Georgia 30911

3. Grantee's 9-digit Tax ID Number
58-2204274

4. Date use of funds may begin
(mm/dd/yyyy) 01/01/2009

5a. Project/Grant No. 1
B-09-MC-13-0003

6a. Amount Approved	\$2,262,309
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5b. Project/Grant No. 2

6b. Amount Approved

5c. Project/Grant No. 3

6c. Amount Approved

Grant Agreement: This Grant Agreement between the Department of Housing and Urban Development (HUD) and the above named Grantee is made pursuant to the authority of Title I of the Housing and Community Development Act of 1974, as amended, (42 USC 5301 et seq.). The Grantee's submissions for Title I assistance, the HUD regulations at 24 CFR Part 570 (as now in effect and as may be amended from time to time), and this Funding Approval, including any special conditions, constitute part of the Agreement. Subject to the provisions of this Grant Agreement, HUD will make the funding assistance specified here available to the Grantee upon execution of the Agreement by the parties. The funding assistance specified in the Funding Approval may be used to pay costs incurred after the date specified in item 4 above provided the activities to which such costs are related are carried out in compliance with all applicable requirements. Pre-agreement costs may not be paid with funding assistance specified here unless they are authorized in HUD regulations or approved by waiver and listed in the special conditions to the Funding Approval. The Grantee agrees to assume all of the responsibilities for environmental review, decision making, and actions, as specified and required in regulations issued by the Secretary pursuant to Section 104(g) of Title I and published in 24 CFR Part 58. The Grantee further acknowledges its responsibility for adherence to the Agreement by sub-recipient entities to which it makes funding assistance hereunder available.

U.S. Department of Housing and Urban Development (By Name)
Mary D. Presley

Grantee Name
City of Augusta, Georgia

Title Director, Atlanta Office of Community Planning and Development

Title
David S. Copenhaver, Mayor

Signature Mary D. Presley

Date (mm/dd/yyyy)
06/15/2009

Signature 

Date (mm/dd/yyyy)
7/1/09

7. Category of Title I Assistance for this Funding Action
(check only one)

☒ a. Entitlement, Sec 106(b)

☐ b. State-Administered, Sec 106(d)(1)

☐ c. HUD-Administered Small Cities, Sec 106(d)(2)(B)

☐ d. Indian CDBG Programs, Sec 106(a)(1)

☐ e. Surplus Urban Renewal Funds, Sec 112(b)

☐ f. Special Purpose Grants, Sec 107

☐ g. Loan Guarantee, Sec 108

8. Special Conditions
(check one)
☐ None
☒ Attached

9a. Date FWD Received Submission
(mm/dd/yyyy) 12/03/2008

9b. Date Grantee Notified
(mm/dd/yyyy) **WIN 2 4 2009**

9c. Date of Start of Program Year
(mm/dd/yyyy) 01/01/2009

10. check one
☒ a. Orig. Funding Approval
☐ b. Amendment Amendment Number

11. Amount of Community Development Block Grant

a. Funds Reserved for this Grantee	
b. Funds now being Approved	
c. Reservation to be Cancelled (11a minus 11b)	

FY (2009)	FY ()	FY ()
\$2,262,309		
\$2,262,309		
0		

12a. Amount of Loan Guarantee Commitment now being Approved

12b. Name and complete Address of Public Agency

Loan Guarantee Acceptance Provisions for Designated Agencies:
The public agency hereby accepts the Grant Agreement executed by the Department of Housing and Urban Development on the above date with respect to the above grant number(s) as Grantee designated to receive loan guarantee assistance, and agrees to comply with the terms and conditions of the Agreement, applicable regulations, and other requirements of HUD now or hereafter in effect, pertaining to the assistance provided it.

12c. Name of Authorized Official for Designated Public Agency

Title

Signature

HUD Accounting use Only

[illegible]

Date Entered P.

Verified By

Attachment 6: 2009 Grant Agreement – Funds Issues Mid-July 2009

form HUD-7082 (4/93)

Item # 1

Grant Consequences for Non-Compliance Calculation & Potential Funding Loss

AUGUSTA-RICHMOND COUNTY CONSOLIDATED GOVERNMENT
COMPLIANCE WITH 1.5 TIMELINESS STANDARD
60-DAY RATIO ON NOVEMBER 2, 2005

Line of Credit Balance as of November 2, 2005:

FY 2003 Grant Balance:	\$ 19,092.65
FY 2004 Grant Balance:	\$ 2,442,291.10
FY 2005 Grant Balance:	<u>2,604,616.00</u>
Total Grant Balance	\$ 5,065,999.75

New 60-Day Ratio Calculation:

60-Day Ratio =	Total Grant Balance	=	\$ 5,065,999.75	=	1.95
	FY 2005 Grant		\$ 2,604,616.00		

Amount Over Timeliness Threshold:

Amount in Excess = (New 60-Day Ratio - 1.50) (FY 2004 Grant)
= (1.95 - 1.50) (\$ 2,604,616.00) = \$ 1,159,075.75

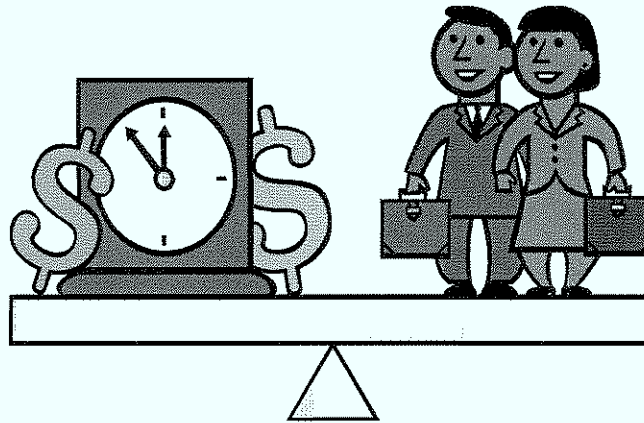
FY 2006 Potential Reduction: \$1,159,075.00

Recommendation

- Leave in Place Modified Contract Process approved January 7, 2010.

- ✓ Our Grant Process is documented and works
- ✓ We follow Richmond County Procurement Process
- ✓ Commission Approves Annual Action Plan and Budget
- ✓ We Have Been Timely in the Use of Funds Since 2007

QUESTIONS



2/11/2010

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**Administrative Services Committee Meeting
3/22/2010 12:45 PM**

Motion to Approve Redevelopment Plan and Formation of URA as well as Approval of an Intergovernmental Agreement between Augusta and the Newly Formed URA

Department:	Law
Caption:	Motion to approve Redevelopment Plan and Formation of URA as well as approval of an Intergovernmental Agreement between Augusta and the Newly Formed URA.
Background:	On March 16, 2010 the Commission designated Laney Walker/Bethlehem as an area in need of urban redevelopment.
Analysis:	This action is in accordance with the steps necessary to effectuate the creation of a Urban Redevelopment Agency (URA) and to put in place an agreement between this entity and Augusta regarding bonding financing for the Laney Walker/Bethlehem Redevelopment Area.
Financial Impact:	To be determined based on finance and bonding plan.
Alternatives:	Decline to Approve Motion.
Recommendation:	Approve Motion.
Funds are Available in the Following Accounts:	N/A.

REVIEWED AND APPROVED BY:

**Finance.
Law.
Administrator.
Clerk of Commission**



**Administrative Services Committee Meeting
3/22/2010 12:45 PM
Proposed Pay Study Process**

Department: Administrator

Caption: Motion to discuss proposed pay study process for 2010 / 2011 / 2012.

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:

Finance.

Law.

Administrator.

Clerk of Commission

Executive Summary

Proposed Pay Study Process for FY 2010/2011/2012

History:

A few years ago, Augusta-Richmond County entered a contractual agreement with Buck Consultants to perform a compensation survey. The survey was completed but was not fully implemented. Prior to the Buck Consultant Pay Study, no thorough review of Augusta's pay practices had been completed since 1996 (about 15 years ago) when the City of Augusta and Richmond County consolidated. As a result, internal pay inequities and between positions and classes of positions could exist and it is anticipated that corrective action is necessary.

The Challenge:

Based on the Buck study and other information being reviewed, it appears that a number of employee compensation levels are no longer in line with the rest of the external job market nor is there an appropriate level of internal consistency between jobs and comparable classifications within and between organizations. To correct any existing problems and avoid future legal challenges such as EEO complaints, Pay Disparity charges, Lilly Ledbetter Fair Pay Act violations and other compensation disparity related claims, a fair and systematic classification review process should be completed and implemented.

Project Objective:

The most effective and fastest method to address all the issues that may require corrective action would be to contract with an outside compensation authority through an RFP. This approach would allow for a complete analysis of the grade and pay structure for all positions at about the same time. However, the anticipated cost of implementing all of the anticipated recommendations at the same time would be cost prohibitive.

Human Resources recommends a less costly and more methodical approach that would not require contracting with outside resources and would allow for a systemic and comprehensive review cycle for all departments. With current resources in HR, this process could be accomplished systematically over a three (3) year period. While not providing the instant results of a large RFP Contractor, it would help assure that ARC's pay structure is progressively improved and updated, while spreading the cost over an extended period of time.

Within a three year period, internal inequity issues found could be addressed. Repeating the review cycle every three (3) years would then maintain the validity of the classification process city-wide on an on-going basis.

Project Summary:

The ultimate objective of this project is to identify and correctly align ARC's compensation program with its business operations strategy while reducing risk and exposure to adverse claims. Additional benefits include improved productivity, enhanced employee morale, a sense of fairness, and the ongoing ability to review overall organizational structures to allow for efficient consolidation of services (where practical) and allow for more cost effective alternatives to better serve the public.

Project Details:

The Augusta-Richmond County Human Resources Department would lead the Systematic Pay Studies using current resources. The Systematic Pay Studies shall be divided into three major phase groups:

- **Phase I (FY 2010)**, Mayor's Office, the Administrator's Office, Clerk of Commission's Office, Human Resources, Information Technology, Finance, Procurement, EEO, DBE, Law and Solid Waste.
- **Phase II (FY2011)**, 911, EMA, Fire, Marshal, Sherriff, RCCI, and Animal Control.
- **Phase III (FY2012)**, Utilities, Engineering, Landbank, Public Services, Planning & Zoning, Clerk of Court, Board of Elections, Augusta Regional Airport, Recreation, Daniel Airport, All Courts, License & Inspections, Housing and Community Development, Tax Assessor, Library, Solicitor's Office, Transit, and all other Departments.
- **Following the initial three (3) year cycle, departments would then be reviewed every third year, thereby maintain an ongoing review cycle to insure the integrity of the pay and classification system is perpetually maintained.**

Note: *Elected official and Independent Boards may opt out of the study.*



**Administrative Services Committee Meeting
3/22/2010 12:45 PM
Rev. K. B. Martin**

Department: Clerk of Commission

Caption: Presentation by Rev. K. B. Martin as spokesperson for the CHDOs.

Background:

Analysis:

Financial Impact:

Alternatives:

Recommendation:

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

REVIEWED AND APPROVED BY:

Clerk of Commission

March 18, 2010

TO WHOM IT MAY CONCERN: I AM REQUESTING THAT A PRESENTATION FROM CHUDO WITH REV. K. B. MARTIN AS THE SPOKEPERSON TO GO TO THE ADMINISTRATIVE COMMITTEE BE PUT ON THE ADGENDA.

THANK YOU
BY DR. J.R. HATNEY, COMMISSIONER