

# REQUEST FOR BOARD ACTION / CONTRACT CONTROL FORM

**Tracking Number:** 7.

**Date of Request:** January 24, 2008

**Date Request Received:**

**Board Meeting Date Requested:** February 4, 2008

**Board Meeting Date Assigned:**

**Short Title:** Program Amendment For The FY05 CDBG Scattered Site Program

**Request Status:**

- Request is proceeding to Board of Commissioners
- More information is needed – see attached
- Request on hold – no further information needed
- Other:

*(Administrative Use Only)*

**Background:** The county's FY05 CDBG-SS project is nearing completion with closeout expected to occur in March 2008. The program has assisted (5) households which involved (4) on-site housing replacements, clearance of (4) dilapidated structures and the repair of one frame-built home.

The N.C. Division of Community Assistance, the funding agency for this project, requires that an actual program amendment be submitted when there are changes to the original budget in excess of 10% of the total \$400,000 budget. This budget transfer is less than 10%; however a budget amendment was approved in 2006 which is factored in the total 10% limit for the program. These two amendments combined exceed the 10% threshold thereby requiring a public hearing be held.

	Current C-1		Proposed C-1 Budget
	Budget	Change	
Clearance	\$38,000	-0-	\$38,000 (30 493062)
Relocation	\$242,000	(\$39,000)	\$281,000 (30 493063)
Rehabil	\$36,000	-\$39,000	\$41,000 (30 493064)
Planning	\$3,500	-0-	\$3,500 (30 493065)
Admin.	\$36,500	-0-	\$36,500 (30 493065)
TOTAL C-1			
BUDGET	\$400,000	-0-	\$400,000

\*The budgetary changes presented above will not necessitate a project time extension.

**Specific Action Requested:** The Board is requested to approve a program amendment for the FY05 Community Development Block Grant (CDBG) Scattered Site Program to include a revised line item budget which involves transferring \$39,000 in surplus Rehabilitation funds into the Relocation line item budget.

**Requested by:** Joey Raczkowski  
**Department:** Planning Department  
**Title:** Planning Director  
**Contact Phone:** 910-259-1529  
**Contact Fax:** 910-259-1295

### CONTRACT TYPE

- Renewal
- For Service(s)
- Intergovernmental – County as Grantee
  - Federal Grantor
  - State Grantor
  - Grantor
- County as Grantor
  - County Funds
  - Other Funds:
- Revision
- For Equipment

### PURCHASING

**Date Rec'd:** Budgeted Item:  Yes  No  
 Reviewed and Approved  
 Comments on Reverse

**Date Sent:** Signed:

### ATTORNEY

**Date Rec'd:**  Reviewed and Approved  
 Legal Problem(s)  
 Comments on Reverse

**Date Sent:** Signed:

### FINANCE

**Date Rec'd:** Sufficient Funds  Available  Not Available  
 Budget Amendment Necessary  
 Budgeted Amendment is Attached  
 Comments on Reverse

**Date Sent:** Signed:

### CLERK

**Signature(s) Required:**  
 Board Chairman/County Manager  
 Other:

**Date Rec'd** Approved by Board:  Yes  No  
 At meeting on

**MANAGER'S RECOMMENDATION**

Respectfully recommend approval.

LAB  
Initials

**RESOLUTION: NOW THEREFORE BE IT RESOLVED by the Pender County Board of Commissioners** that a Program Amendment and Budget Ordinance Amendment for the 2005 CDBG Scattered Site program is authorized as attached. The County Manager is authorized to execute any documents necessary to implement this resolution.

**AMENDMENTS:**

MOVED \_\_\_\_\_ SECONDED \_\_\_\_\_

APPROVED \_\_\_\_\_ DENIED \_\_\_\_\_ UNANIMOUS \_\_\_\_\_

YEA VOTES: Williams \_\_\_ Tate \_\_\_ Blanchard \_\_\_ Brown \_\_\_ Rivenbark \_\_\_

\_\_\_\_\_  
J. David Williams, Chairman 2/04/08  
DATE

\_\_\_\_\_  
Attest 2/04/08  
DATE