

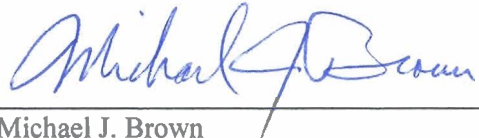
**RESOLUTION**

**HOME AND CDBG LOCAL BUSINESS AND EMPLOYMENT PLAN**

WHEREAS, James City County administers housing and community development programs funded by Community Development Block Grants and HOME funds, including the Indoor Plumbing Rehabilitation Program and the Rehabilitation Demonstration Program; and

WHEREAS, Section 3 of the Housing and Urban Development Act of 1968 specifies that low-income project area residents and businesses should be utilized to the greatest extent feasible and further requires that recipients of Community Development Block Grant and HOME funds must adopt and act in accordance with a written Local Business and Employment Plan Funds.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors of James City County, Virginia adopt the attached Local Business and Employment Plan.



Michael J. Brown  
Chairman, Board of Supervisors

ATTEST:

  
\_\_\_\_\_  
William C. Porter, Jr.  
Deputy Clerk to the Board

<u>SUPERVISOR</u>	<u>VOTE</u>
HARRISON	AYE
GOODSON	AYE
MCGLENNON	AYE
BRADSHAW	AYE
BROWN	AYE

Adopted by the Board of Supervisors of James City County, Virginia, this 10th day of May, 2005.

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## JAMES CITY COUNTY

### LOCAL BUSINESS AND EMPLOYMENT PLAN

1. The County of James City designates as its Local Business and Employment Project Area the boundaries of James City County or, where applicable, the Community Development Block Grant Project Area.
2. The County of James City, its contractors, and designated third parties shall, in utilizing Community Development Block Grant or HOME funds, utilize businesses and lower-income residents of the Project Area in carrying out all activities, to the greatest extent feasible.
3. In awarding contracts for work and for procurement of materials, equipment, or services of its contractors and designated third parties, the following steps shall be taken to utilize businesses which are located in or owned in substantial part by persons residing in the Project Area:
  - (a) The County of James City shall ascertain what work and procurements are likely to take place through the Community Development Block Grant or HOME funds.
  - (b) The County of James City shall ascertain through various and appropriate sources, including *The Daily Press*, Newport News, Virginia, the business concerns within the Project Area which are likely to provide materials, equipment, and services, which will be utilized in the activities funded through the Community Development Block Grant or HOME funds.
  - (c) The identified business concerns shall be apprised of the opportunities to submit bids, quotes, or proposals for work or procurement contracts which utilize Community Development Block Grant or HOME funds.
  - (d) To the greatest extent feasible, the identified businesses and any other Project Area business concerns shall be utilized in activities which are funded with Community Development Block Grant or HOME funds.
4. In the utilization of trainees or employees for activities funded through Community Development Block Grant or HOME funds, the County of James City, its contractors, and designated third parties, shall take the following steps to utilize lower-income persons residing in the Project Area:
  - (a) The County of James City, in consultation with its contractors (including design professionals), shall ascertain the types and number of positions for both trainees and employees which are likely to be utilized during the project funded by Community Development Block Grant or HOME funds.

- (b) The County of James City shall advertise the availability of such positions in *The Daily Press*, Newport News, Virginia, with the information on how to apply.
  - (c) The County of James City, its contractors, and designated third parties shall be required to maintain a record of inquiries and applications by Project Area residents who respond to advertisements and shall maintain a record of the status of such inquiries and applications.
  - (d) To the greatest extent feasible, the County of James City, its contractors, and designated third parties shall utilize lower-income Project Area residents in filling training and employment positions necessary for implementing activities funded by Community Development Block Grant or HOME funds.
5. In order to ascertain substantial compliance with the above affirmative actions and Section 3 of the Housing and Community Development Act of 1968, the County of James City shall keep and require to be kept by its contractors and designated third parties listings of all persons employed and all procurements made through the implementation of activities funded by Community Development Block Grant or HOME funds. Such listings shall be completed and shall be verified by site visits and interviews, cross-checking of payroll reports and invoices, and through audits, if necessary.

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