



City of Rochester Hills
AGENDA SUMMARY
FINANCIAL ITEMS

1000 Rochester Hills Dr.
Rochester Hills, MI 48309
248.656.4630
www.rochesterhills.org

Legislative File No: 2018-0428

TO: Mayor and City Council Members
FROM: Denise Lator, Fiscal Division, 248.841.2535
DATE: November 12, 2018
SUBJECT: PY 2019 CDBG Application

REQUEST:

That City Council conduct a public hearing and adopt program allocations for the Program Year (PY) 2019 Community Development Block Grant (CDBG) application.

REASON FOR PURCHASE:

As part of the application process for CDBG funds, communities must hold a public hearing and the governing body must pass a resolution approving the planned use of funds. Oakland County's Community & Home Improvement Division does not yet have information on the exact amount of PY 2019 funding. The County has provided the City of Rochester Hills with an initial planning allocation of \$156,140 based on PY 2018 funding to complete the CDBG application. The City must allocate funds to eligible programs and projects in accordance with federal and county rules and regulations. The national objectives of the CDBG program are to assist low and moderate-income persons, to prevent or eliminate slums and blight, and to meet an urgent community need where no other funding is available.

The City of Rochester Hills has scheduled a public hearing on November 12, 2018, regarding the PY 2019 CDBG application and proposed funding allocations. The Community & Home Improvement Division has advised Administration that any City Council member who serves on a board of an organization receiving funds should excuse themselves from voting on the resolution. The Community & Home Improvement Division also recommends that organizations requesting funding and wishing to address City Council, should address Council during the public hearing.

In order to comply with federal regulations, the Community & Home Improvement Division is limiting the number of projects that communities can allocate funds for to four (4). The City currently has four projects: Minor Home Repair, Yard Services, Battered and Abused Spouses Services, and Emergency Clothing. Administration is asking City Council to approve the allocation of funding to mirror PY 2018 allocation.

\$126,140 **Minor Home Repair (731227)** – Provide accessibility modifications, ordinance compliance, and health and safety related repairs to low-income residents. Funds will allow approximately 40 projects to be completed. Eligible repairs include, but are not limited to, furnace or water heater replacements, roof repairs, plumbing, and electrical.

\$ 30,000 Public Services:

\$10,000 Public Services / Yard Services (732170) – Snow removal and other yard services for approximately 60 low-income senior or disabled adult households.

\$10,000 Public Services / Battered & Abused Spouses (730137) – Provide programs such as emergency shelter, legal, and counseling services for approximately 100 domestic violence victims or families.

\$10,000 Public Services / Emergency Services (730571) – Provides emergency clothing services to approximately 300 low-income residents.

\$156,140 Grand Total 2019 CDBG Planning Allocation

PROCESS:

Vendor Name and Address:

Each vendor will be procured according to City of Rochester Hills and Oakland County Community and Home Improvement Division procedures.

Reason for Selection:

Best value to the benefiting clients

Method of Purchase:

Request for Proposal (RFP)

Federal Small Purchase Procedures

BUDGET:

All expenditures for CDBG projects are to be entirely reimbursed through CDBG revenue. The annual program year runs from July 1 to June 30.

| Fund Name | Department Account No | Account No. Description | PY 2018 Budget Amount |
|------------------|------------------------------|--------------------------------|------------------------------|
| General Fund | 666 - CDBG | 801000 - Professional Services | \$ 20,000 |
| General Fund | 666 - CDBG | 801592 - Prof. Services – MHR | \$126,140 |
| General Fund | 666 - CDBG | 807000 - Contractual Services | \$ 10,000 |
| | | TOTAL | \$156,140 |

RECOMMENDATION:

That City Council adopt the proposed allocations for the four projects of the Community Development Block Grant (CDBG) for the Program Year 2019 and City Council authorizes the Mayor to execute the PY 2019 Community Development Block Grant Application and related documents on the City's behalf.

| APPROVALS: | SIGNATURE | DATE |
|--|-----------|------|
| Department Review | | |
| Department Director | | |
| Budget Content: Finance Director | | |
| Purchasing Process: Supervisor of Procurement | | |
| Mayor | | |
| Deputy Clerk | | |

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