



City of Rochester Hills  
AGENDA SUMMARY  
FINANCIAL ITEMS

1000 Rochester Hills Dr.  
Rochester Hills, MI 48309  
248.656.4630  
[www.rochesterhills.org](http://www.rochesterhills.org)

---

Legislative File No: 2024-0457

**TO:** Mayor and City Council Members  
**FROM:** Denise McDoniel, Fiscal Division, 248.841.2535  
**DATE:** October 21, 2024  
**SUBJECT:** PY 2022 and PY 2023 CDBG Reprogramming

---

**REQUEST:**

That City Council is requested to conduct a public hearing and adopt the request to reprogram \$10,703 of unspent Program Year (PY) 2022 and \$15,000 of unspent Program Year (PY) 2023 Federal Community Development Block Grant (CDBG) funds from Public Services - Yard Services to Minor Home Repair.

**REASON FOR PURCHASE:**

As part of the reprogramming process for CDBG funds, communities must hold a public hearing and the governing body must pass a resolution approving the planned use of funds.

The City of Rochester Hills has scheduled a public hearing on October 21, 2024, regarding the reprogramming of PY 2022 and PY 2023 CDBG funds.

The purpose of this reprogramming request is to ensure the unspent Public Services – Yard Services funds are re-programmed and spent timely to not risk Oakland County or HUD recapturing them.

**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. The reprogramming of Federal CDBG funds are as follows:

**FROM:**

PY 2022 Public Services / Yard Services (732170): \$10,703  
PY 2023 Public Services / Yard Services (732170): \$15,000

**TO:**

PY 2022 Minor Home Repair (731227): \$10,703

PY 2023 Minor Home Repair (731227): \$15,000

There is no overall impact on the CDBG budget.

Fund Name	Department Account No	Account No. Description	Budget Amount	Cost	Remaining Budget
General Fund	666 - CDBG	807000 - Contractual Services (PY 2022)	\$10,703	(\$10,703)	\$0
General Fund	666 - CDBG	807000 - Contractual Services (PY 2023)	\$15,000	(\$15,000)	\$0
General Fund	666 - CDBG	801592 - Prof. Services - MHR (PY 2023)	\$126,000	\$25,703	\$151,703
		<b>TOTAL</b>		<b>\$0</b>	

**RECOMMENDATION:**

That City Council is recommended to conduct a public hearing and adopt the request to reprogram \$10,703 of unspent Program Year (PY) 2022 and \$15,000 of unspent Program Year (PY) 2023 Federal Community Development Block Grant (CDBG) funds from Public Services - Yard Services to Minor Home Repair.

---

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

Contract Reviewed by City Attorney       Yes       N/A