

MEMORANDUM

DATE: October 28, 2024
TO: Melissa Marsh - City Manager
FROM: Giles Tucker - Community & Economic Development Director
SUBJECT: CDBG REPROGRAM REQUEST: Revise Program Description of Yard Services

SUMMARY/BACKGROUND:

The City of Madison Heights is a subrecipient of the Community Development Block Grant and submits its application for funding to Oakland County who in turn submits our funding requests to Housing and Urban Development (HUD) on our behalf. Included within this application for funding is a project description for each of the program areas we seek funding. For the past several program years, the program description only included language describing grass cutting and leaf removal for seniors and those with disabilities. This project description was adequate because during these years the funds were planned on only being used for lawn care related services.

Over the past several years there has been an accumulation of unspent CDBG funds that need to be spent down to keep the City CDBG program in good standing with HUD standards. Staff would like to use a portion of the remaining Yard Service funds from past program years to provide other services, including snow removal, and on a limited basis dangerous tree removal. To do so, City Council must authorize the Community & Economic Development Department to revise the program description for Yard Services in the form of a reprogram request submitted to Oakland County. The proposed revised program description shall be as follows:

“The primary purpose of these funds will be to provide seasonal yard clean-up including maintaining outdoor spaces during transitions throughout the year (Spring, Summer, Fall, Winter) including lawn cutting, Snow Removal and Tree trimming and removal. This project is solely for qualifying low-income seniors and severely disabled residents of Madison Heights. This project mitigates would be code enforcement issues and improves the appearance and safety of our neighborhoods.”

The primary function of the Yard Service program will remain to fund lawn care for the seniors and those with disabilities, but above language would allow staff greater flexibility to spend any unused/excess program funds providing other services including spring/fall clean up snow removal for seniors and those with disabilities and dangerous tree trimming and removal as funding permits.

STAFF RECOMMENDATION:

Staff recommends that the City Council authorize the Community & Economic Development Department to prepare and submit a request to Oakland County to reprogram Yard Services Program Years 2022, 2023 and 2024 to include the revised program description above. A draft resolution has been included along with this memo for consideration.