



## AGENDA ITEM SUMMARY FORM

**MEETING DATE:** 5/22/23

**PREPARED BY:** Giles Tucker - CED

**AGENDA ITEM CONTENT:** Cooperation Agreement Renewal

**AGENDA ITEM SECTION:** Consent Agenda

**BUDGETED AMOUNT:**

**FUNDS REQUESTED:**

**FUND:**

**EXECUTIVE SUMMARY:**

The U.S Department of Housing and Urban Development requires the County to renew its Cooperation Agreement with participating communities every three years. The included resolution is specifically designed to meet HUD requirements. In order to continue in the County Community Development Block Grant (CDBG) program we must supply Oakland County an original resolution signed, dated and certified by the City Clerk.

**RECOMMENDATION:**

Staff recommends that City Council adopt the attached resolution to renew the Cooperation Agreement between the City of Madison Heights and Oakland County, signaling the City's participation in the Oakland County CDBG program for the program years 2024-2026.

## **MEMORANDUM**

**DATE:** May 11, 2023

**TO:** Melissa Marsh - City Manager

**FROM:** Giles Tucker - Community & Economic Development Director

**SUBJECT:** **2024-2026 CDBG Cooperative Agreement Renewal**

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### **SUMMARY:**

The City of Madison Heights along with 26 other Oakland County cities, townships and villages participate in the Oakland County urban county Community Development Block Grant (CDBG) program. Banding together, these communities can maximize the eligibility of projects by combining demographics used for funding consideration by the Department Housing and Urban Development (HUD). Being a subrecipient of the CDBG program is also much easier to locally administer and provides for a more consistent and predictable funding stream for ongoing programs. To date, the CDBG program funds our senior's lawn cutting service, minor home repair programs and the salary of one of our Code Enforcement officers. Our most recent application also features funding for parking lot improvements to Edison Park.

### **STAFF ANALYSIS:**

The City's participation in the County's CDBG program is the most beneficial arrangement for our community to receive funds to help support programs that assist low-income residents and neighborhoods. The built in admin support and institutional knowledge of County CDBG staff, consistent application process and the reliability of funding we have receive (around \$426,453 over the past three years) make renewing our participation in the County's CDBG program an easy decision.

### **STAFF RECOMMENDATION:**

Staff recommends that City Council adopt the attached resolution to renew the Cooperation Agreement between the City of Madison Heights and Oakland County, signaling the City's participation in the Oakland County CDBG program for the program years 2024-2026.

**RESOLUTION OF THE MADISON HEIGHTS CITY COUNCIL**  
**City of Madison Heights, Michigan**

**WHEREAS,** the City of Madison Heights participates in the Oakland County urban county Community Development Block Grant (CDBG) program, and its participation has resulted in approximately \$426,453 in funds for programs addressing the needs of low-income residents over the past three years;

**WHEREAS,** the participation of the City of Madison Heights and other cities, townships and villages in Oakland County is essential to achieve the highest level of federal funding for local projects throughout the county;

**WHEREAS,** The U.S. Department of Housing and Urban Development (HUD) requires the County to renew its Cooperation Agreement with participating communities every three years;

**THEREFORE, BE IT RESOLVED,** that the City of Madison Heights City Council opt into Oakland County's Urban County Community Development Block Grant (CDBG) programs for the program years 2024,2025, and 2026. Furthermore, we resolve to remain in Oakland County's Urban County Community Development programs, which shall be automatically renewed in successive three-year qualification periods of time, or until such time that it is in the best interest of the local Community to terminate the Cooperative Agreement.

Yeas:

Nays:

Absent:

Motion Carried

Certification:

I, Cheryl E Rottmann, the duly appointed City Clerk of the City of Madison Heights, County of Oakland, State of Michigan, do hereby certify that the foregoing is a resolution adopted by the Madison Heights City Council at their Regular Meeting held on May, 22, 2023

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Cheryl E. Rottmann  
City Clerk



A red rectangular stamp with the letters "4C" in a stylized font inside a square, followed by the word "COPY" in a bold, sans-serif font.

OAKLAND COUNTY EXECUTIVE DAVID COULTER

NEIGHBORHOOD  
& HOUSING DEVELOPMENT

Shane Bies, Manager  
(248) 858-0493 | [biess@oakgov.com](mailto:biess@oakgov.com)

May 5, 2023

Roslyn Grafstein, Mayor  
City of Madison Heights  
300 W Thirteen Mile Rd.  
Madison Heights, MI 48071

**RE: 2024-2026 Cooperation Agreement**

Dear Mayor Grafstein:

We invite the City of Madison Heights to continue to participate in the Oakland County urban county Community Development Block Grant (CDBG) program for program years 2024-2026. The City has participated during the past three years. During this period, approximately \$426,453.00 has funded programs to address the needs of low-income residents.

The U. S. Department of Housing and Urban Development (HUD) requires the County to renew its Cooperation Agreement with participating communities every three years. Your participation is essential to the County and the other cities, townships and villages that combine demographics each year to achieve the highest level of federal funding for local projects. Participation in the urban county requires a three-year commitment and your community must remain in the program for the three-year duration. If your community chooses to remain with the urban county, it is ineligible to apply for grants under the State CDBG program while a part of the urban county. Besides the annual CDBG allocation, participating communities also benefit from the County's federally funded HOME Investment Partnerships and Emergency Solutions Grant (ESG) programs. HOME funds are combined with CDBG funds each year to improve local housing stock through our Home Improvement Program. HOME funds are also used to develop affordable rental and owner housing. ESG funds are used to meet the needs of the homeless through emergency shelters, rapid re-housing and homeless prevention activities.

As a current participant, there is a Cooperation Agreement between the City of Madison Heights and Oakland County on file. This three-year Cooperation Agreement is automatically renewed for each three-year cycle unless an amendment is required by HUD. Your CDBG primary contact was provided a copy of the most current Cooperation Agreement and should have it on file. If you require a copy, please contact us.

In order to continue to participate in the Oakland County urban county program the City must submit the following document to the County by **Monday, June 12, 2023**:

**A resolution (see attached) specifically designed to meet HUD requirements. Please ensure that the original resolution is signed, dated and certified by the City Clerk. Alternatively, the original resolution can be signed and dated by the City Clerk and embossed with a seal. Please send us the original resolution and keep a copy for your records.**

If you decide to opt out of the urban county program, a letter signed by the chief executive officer is required. The letter should state that the community intends to opt out of the Oakland County urban county program. Due to federal requirements, you must submit this letter to the County and to HUD. Please mail HUD's copy of the letter to Keith E. Hernandez, AICP, Director, Office of Community Planning and Development, U.S. Dept of Housing and Urban Development, Patrick V. McNamara Federal Building 477 Michigan Ave., Ste. 1600, Detroit MI 48226 by **Monday, June 12, 2023**. The County's copy of the letter should be mailed to Samantha Ferguson, Grant Compliance Coordinator, by **Monday, June 12, 2023**. If you have questions, please contact Samantha at (248) 858-5312.

Sincerely,

A handwritten signature in black ink, appearing to read 'Shane Bies', written in a cursive style.

Shane Bies, Manager

cc: Giles Tucker, Community & Economic Development Director

**INTERESTED IN PARTICIPATING – RESOLUTION REQUIRED**  
**Community Development Block Grant (CDBG) Program**  
**Oakland County, Michigan**  
**Urban County Qualification 2024-2026**

**Resolution Language**

We resolve to opt into Oakland County's Urban County Community Development Block Grant (CDBG) programs for the program years 2024, 2025 and 2026. Furthermore, we resolve to remain in Oakland County's Urban County Community Development programs, which shall be automatically renewed in successive three-year qualification periods of time, or until such time that it is in the best interest of the local Community to terminate the Cooperative Agreement.

**NOTE: Please ensure that the above resolution is signed, dated and certified in the originals by the Clerk. Alternatively, the resolution can be signed and dated by the Clerk and embossed with a seal. Please keep a copy for your records.**

**Please send the original by Monday, June 12, 2023 to:**  
Samantha Ferguson, Grant Compliance Coordinator  
Oakland County Neighborhood & Housing Development  
250 Elizabeth Lake Road #1900  
Pontiac, MI 48341-0414

