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5200 Civic Center Drive
Waterford, Michigan 48329-3773
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www.waterfordmi.gov

**DEVELOPMENT SERVICES
DEPARTMENT**

Dave Hills
Superintendent of Building
Division

Jeffrey Polkowski, AICP
Superintendent of Planning &
Zoning Division

MEMO: April 6, 2023

TO: Honorable Township Board of Trustees

FROM: Scott Alef, Community Development Grant Coordinator

SUBJECT: 2023/2024 Community Development Block Grant Program (49th) Year Action Plan

The public hearing on Waterford Township's 2023/2024 (49th Program Year) Community Development Block Grant (CDBG) Program scheduled to be held during your April 10, 2023 meeting will provide compliance with the U.S. Department of Housing and Urban Development (HUD) regulatory requirements for public discourse, an opportunity to gather citizen views on Waterford's housing and community development needs, and to approve the Final Statement of 2023/2024 Projected Use of Funds that will be used to complete the CDBG Annual Action Plan for submission to HUD. In order to implement the 49th Year CDBG Program, I have attached an authorization resolution for your consideration.

The 2023/2024 CDBG Program, which begins on July 1, 2023, will be primarily funded through the new CDBG grant funds to be allocated to Waterford from HUD's FY 2023 budget. The 2023/2024 CDBG grant amount is \$362,972. This total of new grant funds is being supplemented with \$80,000 in anticipated program income. As before, this entitlement will only effectively fund the Township's ongoing Housing Rehabilitation program, Code Enforcement activities, and program administration. In addition, the Township will re-allocate approximately \$100,000 of previous program years' residual funds bringing the total available funding for 2023/2024 to \$542,972.

Proposed funding for the plan is shown below.

Please call me at (248) 674-6247, if you have any questions regarding this year's proposed CDBG Program prior to Monday night's meeting.

***With us there are no
boundaries***

| Project | Proposed Budget |
|---|------------------------|
| (1) HOUSING REHABILITATION | \$180,000* |
| (2) CODE ENFORCEMENT | \$189,816** |
| (3) PROGRAM ADMINISTRATION | \$80,000* |
| (4) PUBLIC SERVICE | \$53,156** |
| (5) PUBLIC IMPROVEMENT AND INFRASTRUCTURE-SIDEWALKS | \$50,000* |
| Total | \$542,972 |

NOTES:

*The project budgets proposed above are to be funded through the following sources: \$362,972 is expected in new CDBG funds to be received by the Township after July 1, 2023, plus an estimated \$80,000 to be received during the 49th Program Year as income from payoffs of Deferred Payment Loans totaling \$442,972 in funds overall.

**In addition, these indicated projects will be supplemented by the reallocation of \$100,000 of previous program years' available funding.

The public hearing for the Township's 2023/2024 (49th Program Year) Annual Action Plan scheduled for the April 10, 2023 meeting will provide compliance with the U.S. Department of Housing and Urban Development (HUD) regulatory requirements for public discourse, an opportunity to gather citizen views on Waterford's housing and community development needs, and to approve the Final Statement of 2023/2024 Projected Use of Funds that will be used to complete the CDBG Annual Action Plan submitted to HUD.

For the Boards consideration, I have prepared the following resolution for the approval and implementation of the 2032/2024 (49th) CDBG Program Year Action Plan.

***CHARTER TOWNSHIP OF WATERFORD
RESOLUTION OF AUTHORITY***

THE CHARTER TOWNSHIP OF WATERFORD ORDAINS:

WHEREAS, the Charter Township of Waterford has participated in the U.S. Dept. of Housing and Urban Development's (HUD's) Community Development Block Grant (CDBG) program as an entitlement community for over 48 years and desires to continue its participation in order to provide federal funding for eligible CDBG and other available HUD projects; and

WHEREAS, the Charter Township of Waterford has adopted and implemented a 5-year 2022/2026 Consolidated Plan that guides the preparation of CDBG Annual Action Plans.

WHEREAS; the fiscal year 2023/2024 Community Development Block Grant Program (49th) Year funding for the Charter Township of Waterford is determined to be \$362,972 in new grant funds; in addition to the new grant funds, the Township expects at least \$80,000 in program income anticipated to be received during the 49th Program Year period; and the Township will be reallocating \$100,000 of available previous program years' CDBG funds; and

WHEREAS; all U. S. Department of Housing and Urban Development (HUD) funding recipients under the Community Development Block Grant program are obligated by law to reduce barriers to fair housing. Therefore, reducing housing discrimination, promoting diverse inclusive communities and affirmatively furthering fair housing (AFFH) and equal opportunity have been and remain a priority for Waterford Township.

NOW, THEREFORE, BE IT RESOLVED that the Charter Township of Waterford Board of Trustees hereby adopts the 2023/2024 Community Development Block Grant Program (49th Year) Annual Action Plan.

BE IT FURTHER RESOLVED; that the Charter Township of Waterford Board of Trustees does hereby authorize the Township Supervisor to be the official representative of the Township in accordance with 24 CFR 570.303 for the certifications relative to submitting the 2022/2026 Consolidated Plan that includes the 2023/2024 Community Development Block Grant Program (49th Year) and receiving approval from HUD for such Plan; and

BE IT FURTHER RESOLVED; that the Charter Township of Waterford Board of Trustees does hereby authorize the Development Services Director and designated staff to prepare, publish, and submit all 2023/2024 Annual Action Plan documentation as drafted to HUD.

BE IT FURTHER RESOLVED; that the Charter Township of Waterford Board of Trustees does hereby authorize the Development Services Director and designated staff to prepare, publish, and implement the Final Statement of Community Development Objectives for the 2023/2024 Action Plan to be submitted to the U.S. Department of Housing and Urban Development, with projected and adjusted funding needed to achieve the following projects established as the 2023/2024 Community Development Block Grant Program (49th) Year Action Plan.

CDBG GRANT AND PROGRAM INCOME FUNDS

| Project | Proposed Budget |
|---|------------------------|
| (1) HOUSING REHABILITATION | \$180,000* |
| (2) CODE ENFORCEMENT | \$189,816** |
| (3) PROGRAM ADMINISTRATION | \$80,000* |
| (4) PUBLIC SERVICE | \$53,156** |
| (5) PUBLIC IMPROVEMENT AND INFRASTRUCTURE-SIDEWALKS | \$50,000* |
| Total | \$542,972 |

NOTES:

*The project budgets proposed above are to be funded through the following sources: \$362,972 is expected in new CDBG funds to be received by the Township after July 1, 2023, plus an estimated \$80,000 to be received during the 49th Program Year as income from payoffs of Deferred Payment Loans totaling \$442,972 in funds overall.

**In addition, these indicated projects will be supplemented by the reallocation of \$100,000 of previous program years' available funding.

RESOLUTION DECLARED ADOPTED.

YEAS: _____

NAYS: _____

STATE OF MICHIGAN)
)ss
 COUNTY OF OAKLAND)

I, the undersigned, the duly qualified and acting Clerk of the Charter Township of Waterford, Oakland County, Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken at a regular meeting of the Township Board, held on the 10th day of April, 2023, the original of which is on file in my office.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this ____ day of _____, 2023.

 Kimberly F Markee
 Clerk, Charter Township of Waterford

**NOTICE OF PUBLIC HEARING
WATERFORD TOWNSHIP'S
DRAFT 2023/2024 ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK
GRANT (CDBG) PROGRAM**

In accordance with the Housing and Community Development Act and related regulatory requirements, the Charter Township of Waterford will conduct a public hearing for all interested residents during the regularly scheduled meeting of the Waterford Township Board of Trustees on Monday, April 10, 2023, beginning at 6:00 p.m. in the Waterford Township Hall Auditorium, 5200 Civic Center Drive, Waterford, Michigan.

The purpose of the hearing, among other requirements, will be to discuss the proposed activities for the 2023/2024 CDBG Program Year (Waterford's 49th CDBG Year) Annual Action Plan and to obtain citizens' views on housing and community development needs and program performance. The 2023/2024 CDBG Program Year, which is funded by the U.S. Department of Housing and Urban Development (HUD), will begin on July 1, 2023. Waterford Township's entitlement amount for the 2023/2024 CDBG Program Year is \$362,972. The Township also projects receiving approximately \$80,000 in program income from Housing Rehabilitation Loan repayments during the 49th Program Year. In addition, the Township will re-allocate approximately \$100,000 of previous years' available funding, bringing the total available funding to \$542,972. The following activities identified in the 2023/2024 CDBG Annual Action Plan, which will primarily benefit low- and moderate-income persons, are as follows:

- (1) HOUSING REHABILITATION - Township Wide - Providing minor home and emergency repair services to income-qualified single-family homeowners. For applicants who receive assistance, the amount is contingent upon three factors: the number of necessary improvement items determined by the Township and the availability of program funds. Applications are accepted first-come, first-served basis on an ongoing basis. The program will be implemented directly through the Township. This program is eligible in accordance with 24CFR570.202(b) and meets the national objective as described in 24CFR570.208(a)(3);
- (2) CODE ENFORCEMENT - Township CDBG Target Areas - Payment of a portion of the costs necessary to enforce the Township's codes in the CDBG Target Areas. This project shall be implemented directly through the Township. This project is eligible in accordance with 24CFR570.202(c) and meets the national objective as describe in 24CFR570.208(a)(1);
- (3) PROGRAM ADMINISTRATION - Providing for administrative, management, and fair housing costs necessary for CDBG program operation. These funds will be implemented directly through the Township. These funds are eligible in accordance with 24CFR570.206;
- (4) PUBLIC SERVICE – SENIOR/DISABLED CURB-TO-CURB TRANSIT SERVICE - The re-allocation of previous program year's available funding not to exceed an amount equivalent to 15% of the total 49th PY allocation will be used to support a curb-to-curb

transit service currently administered by the West Oakland Transportation Authority for seniors and disabled persons who live in Waterford Township. Clients are transported to any location in Waterford Township. Transportation will also be provided to medical appointments scheduled in surrounding areas on specific days and rides to nearby hospitals and other medical buildings directly surrounding the hospital are also provided on specific days. These funds are eligible in accordance with 24CFR570.201(e) and meets the national objective as described in 24CFR570.208(a)(2);

- (5) PUBLIC FACILITIES & INFRASTRUCTURE – SIDEWALK IMPROVEMENT PROJECT - Safe, structurally-sound pedestrian walkways, particularly in urbanized areas, are important components in providing a safe and aesthetically-pleasing community. In order to reach the objective of providing a suitable living environment for citizens of a community, HUD allows CDBG funding to be used, among other public improvements, to install sidewalks. However, such funding can only pay for those sidewalk installations in areas comprised primarily of low- to moderate-income citizens. During the 42nd and 43rd PYs, CDBG funds were used to support an inventory and analysis of all the non-motorized pathways located throughout the Township. These funds are eligible in accordance with 24CFR570.201(c) and meets the national objective as described in 24CFR570.208(a)(1);

| | PROJECT | PROPOSED BUDGET |
|-----|---|------------------|
| (1) | HOUSING REHABILITATION | \$180,000* |
| (2) | CODE ENFORCEMENT | \$179,816** |
| (3) | PROGRAM ADMINISTRATION | \$80,000* |
| (4) | PUBLIC SERVICE | \$53,156** |
| (5) | PUBLIC IMPROVEMENT AND INFRASTRUCTURE-SIDEWALKS | \$50,000* |
| | TOTAL: | \$542,972 |

NOTES:

*The project budgets proposed above are to be funded through the following sources: \$362,972 is expected in new CDBG funds to be received by the Township after July 1, 2023, plus an estimated \$80,000 to be received during the 49th Program Year as income from payoffs of Deferred Payment Loans totaling \$442,972 in funds overall.

**In addition, these projects will be supplemented by the reallocation of \$100,000 of previous program years' available funding.

DISPLACEMENT PLAN

The Charter Township of Waterford's proposed 49th-Year CDBG Program does not include any projects that would result in displacement of low-and moderate-income persons. However, if displacement does occur due to a federally funded Community Development project, eligible displaced individuals (in accordance with 24CFR570.606(b), Section 104(d) of the Community Development Act, the Uniform Relocation Act, and the Township's CDBG Displacement Policy) will be provided with moving expenses and, where required, replacement housing financial and technical assistance. This will be accomplished by working closely with Realtors, the U.S. Department of Housing and Urban Development, and/or other appropriate agencies available to

find suitable housing for those displaced.

Waterford Township intends to submit the Annual Action Plan for 2023/2024 to HUD on or about April 14, 2023. The Waterford Township Board of Trustees is expected to take action on the Annual Action Plan for 2023/2022 following the close of the aforementioned public hearing on April 10, 2023. Interested persons are encouraged to express their views at the public hearing. Written comments will be accepted by mail to the Development Services Department, 5200 Civic Center Drive, Waterford, MI 48329. Persons requiring information in alternative formats should contact the Department at (248) 674-6238. All comments received by April 10, 2023, will be considered.

Members of the public will only be able to speak during the public comment period and at the end of the meeting and such comments will be limited to three minutes per person. To provide for orderly public participation, a person wishing to speak must first state their name and request to be recognized by the Chairperson of the meeting. The Chairperson will recognize all persons wishing to speak during the public comment period. Prior to the meeting, members of the public may contact the members of the Township Board to provide input or ask questions by email or mail to the Township employee/official and at the addresses listed below. Persons with disabilities in need of accommodations to be able to participate in the meeting should provide at least 24-hour advance notice to the listed Township employee by phone, email, or mail and an attempt will be made to provide reasonable accommodations.

Kim Markee, Township Clerk Charter Township of Waterford 5200 Civic Center Drive,
Waterford, Michigan 48329 Phone (248) 674-6266 or Email: publiccomments@waterfordmi.gov