



MICANOPY, SEMINOLE CHIEF

Town of Micanopy

Town Commission

Minutes Special Meeting: Second Community Development Block Grant (CDBG) Public Hearing

Tuesday • July 24, 2018 • 6:00pm

1. Call to Order: 6:05pm
2. Invocation and Pledge of Allegiance to Flag
3. Roll Call
 - Commissioners Attending:
 - Joseph Aufmuth, Mayor Pro Tem Absent
 - Troy Blakely Present
 - Virginia Mance Present
 - Timothy Parker, Mayor Present
 - Mike Roberts Present

 - Debbie Gonano, Town Administrator Present
 - Patty Polk, Deputy Town Clerk Present
 - Scott Walker, Town Attorney Present
 - Rich Maltby, Town Attorney Present
4. Agenda Approval
 - A) Agenda Approval
Motion made and second (Mance/Blakely) to approve the agenda as submitted; passed 4-0
5. Community Development Block Grant (CDBG) Second Public Hearing – David Fox
Presentation on details of the application: Open and close the 2nd Public Hearing to allow for public input on the application. Consideration of the following Resolutions:
 - A) Florida Small Cities Community Development Block Grant (CDBG) Application for Funding
 - B) Resolution No. 2018-05 Authorization to Submit Application
 - C) Resolution No. 2018-06 Community Development Plan
 - D) Resolution No. 2018-07 \$25,000 Housing Rehabilitation Revenue Leverage
 - E) Housing Assistance Plan (HAP)
 - F) Resolution No. 2018-08 Housing Assistance Plan (HAP)
 - G) Other

David Fox from Fred Fox Enterprises presented the CDBG Housing Rehabilitation application and explained how the application process and program works. Information previously presented in other meetings was reviewed. If awarded, the program allows for 24 months to complete projects. The application allows for up to \$90,000 (\$600,000 x 15%) in grant administration fees; although the average grant administration fee is between 10%-13%. If awarded, the Department of Economic Opportunity (DEO) mandates that a \$600,000 CDBG Housing Rehabilitation grant must rehabilitate a minimum of 9 low-to-moderate (LMI) projects; any less than 9 completed units would not produce the full benefit of \$600,000. If the property is located in a flood zone, an additional expected 10% of cost should be added to the price, and the homeowner would be required to provide flood insurance.

Also, on the agenda is the decision to leverage up to \$25,000 to gain extra points (1 point for each \$1,000) on the application. Town Administrator Gonano, with Fred Fox's assistance, had calculated that the Town would accumulate 705.40 points. Commissioner Blakely was in favor of leveraging the \$25,000 for the extra points. Whereas, Mr. Fox recommended that the Town leverage the \$25,000 (which is put towards grant administrative costs) to gain additional points, the Commission decided against that recommendation in light of the recently approved capital improvement program, for which reserves will be needed. Additionally, the Town will start losing fuel tax revenue starting in January 2020.

The hearing was opened for public comment; but there was only one citizen present, and there were no public comments received; and the public hearing was closed.

Motion made and seconded (Mance/Roberts) intent to proceed with the application as is and not to leverage an additional \$25,000 to gain 25 additional points; passed 4-0

For clarification, the Commission voted not to pass Resolution 2018-07.

David Fox estimated that, for the current cycle, final scores and awards information would be available by the end of November. The Commission discussed waiting out the current 2017 cycle and applying for the upcoming 2018 cycle, but it was mentioned that we would lose time spent and our advertising investment (\$672). However, receipt of a \$25,000 Safety & Health Investment Projects (SHIP) grant was almost guaranteed through Alachua County. Mr. Fox clarified that once a Housing Rehabilitation grant is opened, it was not possible to open another CDBG grant except an Economic Development grant (which requires infrastructure improvement); it is not possible to have a second application in the other 3 grant categories: Housing Rehabilitation grants, Commercial Revitalization, or Neighborhood Revitalization. Once a CDBG grant is closed, it is possible to apply for another; however, the applicant would lose 100 points in the application process if the application is made within 5 years of closing a previously awarded grant.

It was repeated that for a Neighborhood or Commercial Revitalization application, the project would have to benefit at least 51% LMI citizens (51% is the bottom threshold). The 2010 census data rates the Town at 50.5% LMI, and a door-to-door income survey would have to be completed to assess the current LMI percentage for the Town. To qualify, a local project (such as street flooding or water line replacement) could not exceed a maximum benefit of \$9,000/per household for the beneficiaries of that project; a \$600,000 grant would need to benefit a minimum of 67 units ($\$600,000 / 9 = 67$). Additionally, the use of CDBG funds to renovate the firehouse was deemed unacceptable, as more than 25% of the citizens to benefit (service area) from the project live in the unincorporated 53 square miles serviced by the Micanopy Fire Department and covered by an Interlocal Agreement (ILA) with Alachua County.

Again, because of demographics, the Commission understood that the only category for which the Town would be accepted is the Housing Rehabilitation.

Resolution 2018-05 Authorization to Submit Application was read by Mayor Parker by title only.

Motion made and seconded (Mance/Blakely) moved to adopt Resolution 2018-05 Authorization to Submit Application; passed 4-0

Resolution 2018-06 Community Development Plan was read by Mayor Parker by title only.

Motion made and seconded (Mance/Blakely) moved to adopt Resolution 2018-06 Community Development Plan; passed 4-0

The Rehabilitation Housing Assistance Plan (HAP) was presented by Mr. Fox and explained by Town Administrator Gonano. The Commission was familiar with changes to the HAP template through emails sent by the Town Administrator. Main points for consideration were: 1) a CATF would be formed to assess applicants, 2) to qualify, 3 years of ownership, including family ownership, would be required, 3) current occupancy is still a requirement and applicant must provide proof of current utility payments, 4) the deferred payment loan was reduced from 10 years to 5 years (declining 20% each year for 5 years), 5) handicapped owners were placed #1 on the priority list, 6) mobile homes were excluded, as they are nonconforming structures per the Micanopy Land Development Code (LDC), 7) household members over the age of 18 must have resided in the house for 12 months to be included in household size, 8) Certificates of Insurance/Additional Insured are required, and 9) clarification that Town's responsibility for storage costs were paid with CDBG grant funds.

It was mentioned by David Fox that the exclusion of mobile homes would mean that a mobile home could not be replaced with a site-built home; the Town might consider changing the HAP to read that mobile homes will be accepted only for replacement, but excluded for repair.

Motion made and seconded (Mance/Roberts) to accept the FFY 2017 Housing Assistance Plan as proposed; passed 4-0

Resolution 2018-08 Housing Assistance Plan was read by Mayor Parker by title only.

Motion made and seconded (Mance/Blakely) to adopt Resolution 2018-08 Housing Assistance Plan; passed 4-0

Proclamation: Purple Heart Recipient Recognition Day – Mayor Parker

Mayor Parker read a proclamation designating August 7th as *Purple Heart Recipient Recognition Day* in the Town of Micantony and urged all people to join him in acknowledging and honoring the Town's veterans who have been wounded in battle while defending the principles of democracy, individual freedom, and human rights.

Motion made and seconded (Mance/Roberts) to approve August 7th as Purple Heart Recipient Recognition Day; passed 4-0

6. Adjourn 7:13pm

MINUTES APPROVED:

As submitted _____ as amended _____ at Town Commission Meeting _____

Timothy Alvin Parker, Mayor

Debbie Gonano, Town Clerk