



November 16, 2012

TO: FY 2013 Residential Public Infrastructure Grant Program Advisory Committee Members

FROM: Michael A. Hiler, Deputy Chief, Office of Community Development
Michael A. Hiler

SUBJECT: FY 2013 Residential Public Infrastructure Grant Program Advisory Committee Meeting Minutes

On October 2, 2012 from 1:30 p.m. to 3:30 p.m. the FY 2013 Residential Public Infrastructure Grant Program Advisory Committee met at the Creekside Conference and Events Center in Gahanna, Ohio. The following is a summary of the major topics discussed during the meeting.

Introduction

- Timothy Leasure, Office of Community Development (OCD) Community Development Analyst, called the meeting to order at 1:30 p.m.
- Introductions were made and the contents of the member's packets were presented.
- An update was provided as to the new structure of the Ohio Development Services Agency and the Community Services Division. The Community Services Division now includes OCD, the Office of Community Assistance, the Office of Redevelopment Office, and the Office of Energy. OCD also administers funding for the federal Appalachian Regional Commission (ARC) and State Appalachian Development programs. OCD's office will move to the 26th floor of the Riffe Center for Government and the Arts early next year. No substantial changes are expected to have an effect on the day-to-day operations of OCD's programs.

Program Update

- Mr. Leasure began his update by referring to the spatial distribution of grants from program year 2001 through program year 2011. Water and Sanitary Sewer Grants were awarded to communities in all but four of the counties eligible under the state's CDBG program during that period.
- Twenty grants, totaling \$10,233,500, were awarded under the FY 2011 grant program. These grant funds are expected to leverage approximately \$36 million in other public funding.
- Ten grants have been awarded under the FY 2012 Residential Public Infrastructure Grant program, totaling approximately \$5,139,000. Approximately \$4,000,000 in 2012 funding remains. The actual amount available will depend on the amount of recaptured funds and the demand for Economic Development program funds. Both the Residential Public

Infrastructure Grant Program and Economic Development program are funded out of the same budget line item. Funding may not last through the end of the program year.

Application Documents and Instructions

- The application for the FY 2012 Residential Public Infrastructure Grant (RPIG) program was included in the material distributed at the beginning of the meeting. Mr. Leasure indicated that no changes to the application were being proposed for the FY 2013 program. He solicited ideas on how to improve the application, but none were made. The current year's application and instructions are available on the agency's website.

Policy and Program Issues

- The program application and instructions will continue to be posted on the agency's website. Applications will be accepted on an open-cycle basis starting in mid-June 2013. Applications are to be submitted in an electronic format, either as an email attachment or on a compact disc. Original signature pages are to be submitted in hard copy.
- The maximum grant amount will remain at \$600,000. The amount available for public infrastructure improvements will be reduced to the pre-2011 program year level of \$500,000. The amount of the state's CDBG funding allocation is uncertain for next year. The reduction in the maximum amount available for public infrastructure will enable the state to potentially fund more projects. No changes in the maximum amounts available for administration and implementation of the household connections activity are being proposed. Several of the committee members indicated that both the current administrative allocation of \$10,000 and the 5 percent maximum for implementation are not enough to cover administrative costs. Members indicated that other funders do not provide administrative funds. Several members indicated they would provide documentation showing their actual costs to administer Residential Public Infrastructure Grant programs. OCD will review and consider the proposals.
- Mr. Leasure indicated applications next year must be complete when submitted. Historically, the office has accepted and reviewed every application submitted, even if they were incomplete. Staffing changes and increased workloads have made it necessary to require all applications be complete at the time of submission as too much time is dedicated to application follow-up.
- OCD will use the 2007 update to the 2000 U.S. Census for low- and moderate-income (LMI) percentages until new numbers are available. Income surveys must comply with the OHCP Policy Notice 08-03. Applicants are encouraged to discuss potential LMI surveys with their OCD Field Representative prior to conducting a survey.
- The funding scenario for all of OCD's FY 2013 CDBG programs was discussed in terms of percentages of the state's entire allocation from HUD because of the unknown nature of the upcoming year's federal budget.

Training

- Committee members were reminded of the upcoming Community Development Conference to be held on November 7 – 9 at the Salt Fork Lodge and Conference Center in Cambridge, Ohio.

Comments

- There were no additional comments from the attendees.

The FY 2013 Residential Public Infrastructure Grant Program Advisory Committee meeting was adjourned at 3:30 p.m.

**Ohio Development Services Agency
Office of Community Development**

**FY 2013
Residential Public Infrastructure Grant Program
Advisory Committee Meeting**

**Creekside Conference and Event Center
October 2, 2012**

Attendance List

<u>Name</u>	<u>Organization</u>
Matt Davis	Maumee Valley Planning Organization
Joyce Gray	Ohio RCAP
Linda Hall	Poggemeyer Design Group
Michelle Hyer	Buckeye Hills-Hocking Valley R.D.D.
Michael Kinninger	ODSA/OCD
Timothy Leasure	ODSA/OCD
Ken Lengieza	Marion County R.P.C.
Dennis Miller	Maumee Valley Planning Organization
Michael Norton-Smith	ODSA/OCD
Michael Novakov	ODSA/OCD
Mary R. Oakley	ODSA/OCD
David J. Pasquariello	ODSA/OCD
Ron Puthoff	Community Development Services, Inc.
Susan Spiker	Licking County
Linda Stansbery	City of Upper Sandusky
Jeannette Wierzbicki	OMEGA