

CITY OF STONECREST, GEORGIA

Honorable Mayor Jason Lary, Sr.

Council Member Jimmy Clanton, Jr. – District 1

Council Member Rob Turner- District 2

Council Member Jazzmin Cobble – District 3

Council Member George Turner- District 4

Council Member Diane Adoma - District 5

CITY COUNCIL WORK SESSION

April 8, 2019 6:00 p.m. 3120 Stonecrest Blvd. Suite 190 Stonecrest, Georgia

I. CALL TO ORDER: Mayor Jason Lary

II. AGENDA ITEMS:

- 1. Interim City Manager introduction Wayne Wright
- 2. Update regarding Arabia Mountain Overlay Steering Committee Councilmember George Turner & Mayor Jason Lary
- 3. Discussion of 2019 Community Development Block Grant (CDBG) Application Julian Jackson
- 4. Discussion regarding Stonecrest Parks Acquisition Plez Joyner & Sean DePalma

III. ADJOURNMENT



WORK SESSION AGENDA ITEM

SUBJECT: INTERIM CITY MANAGER INTRODUCTION () POLICY () **ORDINANCE** () STATUS REPORT DISCUSSION ONLY () RESOLUTION **OTHER** (X) () Council Meeting: 04/08/2019 Work Session: 04/08/2019 SUBMITTED BY: Wayne Wright PURPOSE: Introduction HISTORY: **FACTS AND ISSUES: OPTIONS:**

RECOMMENDED ACTION:



WORK SESSION AGENDA ITEM

SUBJECT: UPDATE REGARDING ARABIA MOUNTAIN OVERLAY STEERING COMMITTEE

COMMITTEE							
() ORDINANCE	() POLICY	(X) STATUS REPORT					
() DISCUSSION ONLY	() RESOLUTION	() OTHER					
Work Session: 04/08/2019		Council Meeting: 04/08/2019					
SUBMITTED BY: Councilman George Turner & Mayor Jason Lary							
PURPOSE:							
HISTORY:							
FACTS AND ISSUES:							
OPTIONS:							
RECOMMENDED ACTION	ON:						



CITY COUNCIL WORK SESSION AGENDA ITEM

SUBJECT: 2019 COMMUN	IITY	DEVELOPMEN	NT BLOC	KG	GRANT (CD	BG)
() ORDINANCE	()	POLICY	()	STATUS RE	PORT
(X) DISCUSSION ONLY	()	RESOLUTION	()	OTHER	
Work Session: 04/08/2019			Co	unc	cil Meeting:	04/08/2019
SUBMITTED BY: Julian	Jacks	on, Interim City	Manager			
PURPOSE:						
HISTORY:						
FACTS AND ISSUES:						
OPTIONS:					,	
RECOMMENDED ACTIO	N:					



404.371.2721 (o) 404.371.2742 (f)

DeKalbCountyGa.gov

Community Development 750 Commerce Drive Suite 401 Decatur, GA 30030

Chief Executive Officer Michael L. Thurmond

Board of Commissioners

District 1 Nancy Jester

> District 2 Jeff Rader

District 3 Larry Johnson

District 4 Steve Bradshaw

District 5 Mereda Davis Johnson

> District 6 Kathie Gannon

District 7 Lorraine Cochran-Johnson

MEMORANDUM

March 27, 2019

TO:

Honorable Jason Lary, Mayor

City of Stonecrest

FROM:

Allen Mitchell, Director

SUBJECT:

2019 Application Process for CDBG Funds

The Community Development Department has initiated our 2019 CDBG Application process. If you have Capital Improvement Projects or initiatives that you would like for us to consider, please submit a letter of request to the Community Development Department with details of the project to include a budget by **Tuesday**, **April 30**, **2019**.

If you have any questions regarding the content of this correspondence or would like to schedule a time to discuss potential projects, please contact Braunwin Camp at bhcamp@dekalbcountyga.gov or 404-371-2658.

Allen Mitchell Director

ASM:LP

APPLICATION GUIDELINES

for

2019 Community Development Block Grant (CDBG)

This program is funded by the United States Department of Housing and Urban Development (HUD)

Application Due Date April 30, 2019 1:00 P.M.

Applications will not be accepted after the deadline



Michael Thurmond Chief Executive Officer

BOARD OF COMMISSIONERS

Nancy Jester, District 1; Jeff Rader, District 2;

Larry Johnson, District 3; Steve Bradshaw, District 4; Mereda Davis Johnson, District 5; Kathie Gannon, District 6; Lorraine Cochran-Johnson 7

DeKalb County Community Development Department Allen Mitchell, Director

Byron K. Campbell, Grants & Administrative Manager Melvia Richards, Housing Manager

Braunwin Camp, Planning & Neighborhood Services Manager

750 Commerce Drive, Suite 401, Decatur, Georgia 30030 Telephone: (404) 371-2727 / Facsimile: (404) 371-2742

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Section I

Guidelines - General Information

The United States Department of Housing and Urban Development (HUD) administers the Community Development Block Grant (CDBG) Program. The primary purpose of the CDBG Program is to develop viable urban communities, principally benefiting low- to moderate-income persons.

The DeKalb County Community Development Department anticipates receiving CDBG funding from HUD for Fiscal Year 2019. All applicants and proposed activities must meet HUD CDBG eligibility guidelines to be considered for funding. Not more than 15% of these funds can be used for public service projects.

Final allocation of CDBG funds is contingent upon approval of the DeKalb County Board of Commissioners, HUD award of funds, submittal of all required documentation, and full execution of grantee contract agreement. Completion and submission of this application does not obligate the County to allocate CDBG funds to your agency.

CDBG funded projects must comply with strict eligibility criteria. Prior to submission, please carefully review this information package to determine if your request for funds will qualify under the Federal CDBG regulations and County requirements. While the DeKalb County Community Development Department is available to provide technical assistance, it is the responsibility of the applicant to become educated on the Federal Regulations that govern the CDBG Program. For more detailed information on HUD guidelines, go to www.hud.gov.

The method of distribution for the CDBG application, Guidelines, and Finances Form will be via online electronic fill-able PDF and Excel format available on the DeKalb County web-site on April 1, 2019 at https://www.dekalbcountyga.gov/community-development/sub-recipient-grant-application, which is also the same day as the Technical Assistance Workshop.

The application for CDBG funding must be completed in full and submitted to the DeKalb County Community Development office no later than 1:00 PM on April 30, 2019. Applications sent by FAX or email will not be accepted. Late or incomplete applications will not be considered.

Please complete the application in its entirety (by completing financial forms, meeting minimum threshold requirements and submitting all required exhibits).

One (1) original application submitted on 8 ½ x 11 paper, with required exhibits as outlined within the application, and two (2) copies of application must be returned (without the attachments) in a sealed container marked on the outside with the Agency name. To facilitate photocopying, please do not have the application bound in any way. All questions regarding application should be directed to Byron Campbell, Grants & Administrative Manager at 404-371-2467, e-mail bkcampbell@dekalbcountyga.gov. Fax number is 404-371-2742.

The Federal Government requires agencies to provide a **DUNS number** as part of their grant applications and proposals. You may call 1-800-234-3867 or register for a DUNS number via Dun and Bradstreet's Web-site at http://www.dnb.com/us/.

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		Application Review Schedule and Process	
Date	Time	Activity	Location
April 1, 2019	1:00 PM	CDBG Grant Application & Guidelines available on the County's website and	Online at https://www.dekalbcountyga.gov/community-
		a paper copy will be available at the TA Workshop for review	development/sub-recipient-grant-application, (see CDBG Guidelines, CDBG
			Application, and CDBG/ESG Application Finances)
April 3, 2019	1:00 PM	Technical Assistance Workshop and review of CDBG Grant Application & Guidelines	Wesley Chapel Library 2861 Wesley Chapel Road Decatur, Georgia, 30034
April 11, 2019	6:30 PM	Public Hearing - Purpose is to solicit input from public regarding community needs and priorities	Maloof Auditorium 1300 Commerce Drive Decatur, Georgia, 30030
April 30, 2019	1:00 PM	Deadline to submit application for CDBG funding must be completed in full and submitted to the DeKalb County Community Development Office	DeKalb County Community Development Department 750 Commerce Drive – Suite 401 Decatur Georgia 30030
May 30, 2019	6:30 PM	Public Hearing – The purpose of this hearing is to present the draft 2019-2023 Consolidated Plan including the 2019 Annual Action Plan and proposed budget, and solicit public comments and/or questions	Maloof Auditorium 1300 Commerce Drive Decatur, Georgia 30030
ТВD		The contract preparation process begins for 2019 grant awardees	
TBD		Grantees 2019 funding notification from HUD	
May 30, 2019		2019-2023 Consolidated Plan, including the 2019 Annual Action Plan and budget is submitted to the DeKalb County Board of Commissioners for consideration and placement on the June 25, 2019 Regular BOC Meeting Agenda.	
August 9, 2019		Deadline to submit the 2019-2023 Consolidated Plan including the 2019 Annual Action Plan and budget to HUD.	
TBD		Contracts will be funded	

Minimum Threshold Requirements

Your agency must meet the minimum threshold criteria below. If your agency cannot provide documentation to demonstrate that it meets all of the criteria below, your application will not be considered for funding.

	THRESHOLD REQUIREMENTS	DOCUMENTATION TO BE PROVIDED WITH
		APPLICATION
1.	Agency must have non-profit status for at least two	Copy of Non-profit designation from the IRS.
	<u>full</u> years or be a governmental entity serving DeKalb	
	County residents. (excluding the City of Atlanta)	Not Applicable for Government Agencies.
2.	Agency must be registered and licensed to do business	Certificate of Incorporation from the Secretary of State.
	in the State of Georgia at the time of application.	
3.	Agency must have an annual independent audit. This	One copy of your most recent annual independent audit,
	audit must be no older than 12 months from the end of	including management letter. (Not older than twelve months
	your last fiscal year.	from the end of your last fiscal year)
		Not Applicable for Government Agencies.
4.	Agency must provide two (2) most recently completed	Two (2) most recently completed years of financial
	years of financial statements (income & expense	statements (income & expense statement, balance sheet and
	statement, balance sheet and/or profit and loss	/or profit and loss statement).
	statement).	
5.	Agency must submit a copy of its most recent IRS	One copy of your most recent IRS Form 990.
	Form 990.	
6.	Agency must demonstrate that it has an active,	Provide dated copies of the 4 most recent Board of
	independent Board of Directors that meets at least 4	Directors' meeting minutes.
	times per year.	

Note: Any exceptions to Minimum Threshold Requirements must be approved by the Community Development Director.

Anticipated Funding Available for 2019

DeKalb County receives annual grant funds from HUD under its Consolidated Plan programs. The availability of HUD funds is contingent upon final federal action on the FY 2019 budget. Final Congressional action will determine the level of funding available in 2019 for the Consolidated Plan programs. FUNDING MAY BE REDUCED.

Project or activity must meet CDBG eligibility requirements. See Regulations (570.200-570.209, Subpart C-Eligible Activities) at https://www.gpo.gov/fdsys/granule/CFR-2012-title24-vol3/CFR-2012-title24-vol3-sec570-209

Summary o	f Required Exhibits
Exhibit A	Overview of your organization, including a brief history and include recent accomplishments and achievements based on your objectives
Exhibit B	An organizational chart showing how the proposed program and staff fit into the organization. Also provide job descriptions and resumes for staff positions involved with the proposed activity.
Exhibit C	A complete listing of CURRENT membership of the Board of Directors. Listing must include name, address, phone number, office held, and term of office and business/community affiliation.
Exhibit D	 □ As part of your fundraising strategy describe how the Board of Directors participates in fundraising activities and the percentage of the Board that gives financially to the Agency. □ Describe any training on roles and responsibilities attended by the Agency Board or Directors within the last 12 months □ Provide minutes of the last four (4) Board meetings
Exhibit E	Copy of Federal, State, or Local Government licensing and By-Laws
Exhibit F	☐ Project/Activity description in detail
Exhibit G	Provide lease agreement/documentation of facility ownership
Exhibit H	Audit with Management Letter (Not older than 12 months)
Exhibit I	2 Years of the most recent financial statements
Exhibit J	☐ IRS Form 990 (No older than 12 months)
Exhibit K	Copy of written financial procedures and responsibilities
Exhibit L	Copy of approved Agency budget for current fiscal year
Exhibit M	501(c) 3 Certification from IRS

Please make sure that all of the Exhibits are attached to your application.

Application Review Criteria for Agencies Not Currently Funded

Applications will be evaluated by the Community Development Department staff on the following six (6) categories:

A. Project Description

- Design of program plan model and framework
- Uniqueness
- Track record for achieving goals and objectives of existing programs

B. Consistency with Consolidated Plan Goals

Which HUD Goal best describes the program/activity?

- Decent Housing
- Suitable Living Environment
- Creating Economic Opportunities

Which HUD **Outcome** does the program/activity achieve and how is it achieved?

- Availability/Accessibility
- Affordability
- Sustainability

C. Performance Measurements (Output Indicators)

Standardized data that measures results

D. Project Sustainability & Collaboration

- Collaboration efforts with other stakeholders
- Strategic partners
- Must demonstrate agency's financial sustainability efforts

E. Organizational Management/Administrative Capacity

- Demonstrate how successful you are at obtaining other funds for the proposed program/activity
- Experienced staff with other grant funds
- Personnel policy, job descriptions

Which Community Development **Major Objective** does the program/activity achieve and how it is achieved?

F. Fiscal Management

- Financial Statements (income & expense statement, balance sheet and cash flow statement) and Fund Development Strategy
- Audits and management letter
- Procurement Policy

Application Review Criteria for Currently Funded Agencies

Applications will be evaluated by the Community Development Department staff on the following seven (7) categories:

A. Project Description

- Design of program plan model and framework
- Uniqueness
- Track record for achieving goals and objectives of existing programs

B. Consistency with the Consolidated Plan

Which HUD Goal best describes the program/activity:

- Decent Housing
- Suitable Living Environment
- Creating Economic Opportunities

Which HUD **Outcome** does the activity achieve and how is it achieved?

- Availability/Accessibility
- Affordability
- Sustainability

C. Performance Measurements (Output Indicators)

Standardized data that measures results

D. Project Sustainability & Collaboration

- Collaboration efforts with other stakeholders
- Strategic partners
- Must demonstrate agency's financial sustainability efforts

E. Organizational Management/Administrative Capacity

- Demonstrate how successful you are at obtaining other funds for the proposed program/activity
- Experienced staff with other grant funds
- Personnel Policy, job descriptions

F. Fiscal Management

- Financial statements (income & expense statement, balance sheet and cash flow statement) and funding development strategy
- Audits and management letter
- Procurement policy

G. Prior Agency Performance

- Service delivery
- Agency capacity
 - o Financial
 - o Board of Directors involvement
- Contract Compliance (monitoring, audits etc.)
- HUD Regulation Compliance and Standards

Section II

Consolidation Plan Goals

GOAL I: To provide decent affordable housing for low- to moderate-income persons residing in DeKalb County.

DECENT HOUSING

GOAL II: To provide a suitable living environment, public facilities, infrastructure, and expanded community services, principally benefiting low persons.

SUITABLE LIVING ENVIRONMENT

GOAL III: To expand economic opportunities, increase and retain new and existing jobs, and revitalize economically depressed areas that principally serve low- to moderate-income areas.

EXPANDED ECONOMIC OPPORTUNTIES

Summary

CDBG funds have been provided to DeKalb County, an Entitlement Community, for the purpose of revitalizing neighborhoods, expanding affordable housing & economic development opportunities, and improving community facilities and services that principally benefit low- and moderate-income persons. The CDBG programs are designed to support the following:

- Activities Related to Housing
- Other Real Property Activities
- Public Facilities Improvements
- Activities Related to Public Services
- Activities Related to Economic Development
- Assistance to Community Based Development Organizations
- Planning and Administration
- Eligible Activities and National Objectives

2018 HUD INCOME LIMITS

Atlanta Area Median Family Income (MFI) is \$74,800

Family Size	Extremely Low Income (30% of Median)	Very Low Income (50% of Median)	Low – to Moderate Income (80% of Median)
1 Person	\$15,750	\$26,200	\$41,900
2 Persons	\$18,000	\$29,950	\$47,900
3 Persons	\$20,780	\$33,700	\$53,900
4 Persons	\$25,100	\$37,400	\$59,850
5 Persons	\$29,420	\$40,400	\$64,650
6 Persons	\$33,740	\$43,400	\$69,450
7 Persons	\$38,060	\$46,400	\$74,250
8 Persons	\$42,380	\$49,400	\$79,050

Note: Income Limits change on an annual basis.

End Game:

The Citizens and City leaders in Stonecrest Georgia come together to establish a community action campaign and investment fund that helps bring local businesses into their community. City Leaders lend on crowd funding and investment cooperatives to create their own businesses. State and County leaders work in partnership with the City of Stonecrest to create a world-class example of taking charge of your community's economic activity, under the leadership of City of Stonecrest Mayor Jason Lary.

Overview:

The StartUP Stonecrest Initiative is public private partnership between the City of Stonecrest and the citizens of the City. Through this partnership community members work collectively to invest in the necessary assets needed to actualize economic development projects and provide a base of private capital to make smart investments into the City of Stonecrest. The City of Stonecrest then works alongside the citizens to supplement these private funds with government financing tools and instruments.

The StartUP Stonecrest Initiative will establish the following projects

- Establish a Membership-based Citizen Cooperative Grocery store within the City of Stonecrest
- Provide equity-based micro-lending to 10 youth businesses by raising \$100,00 to \$250,00 through crowd funding and intergovernmental financing programs
- Provide entrepreneurship and small business development training for 100 entrepreneurs within the City
 of Stonecrest
- Create 200 jobs within the City of Stonecrest within 36-48 months
- Establishes a citizen based crowdfunding campaign to purchase strategic assets that are aligned with the Stonecrest Masterplan
- Utilize state economic development incentives and resources to increase small business development and entrepreneurial activity by strategically aligning workforce investment resources, economic development incentives, and state financing programs
- Establish small business development policies and practices that encourage small business ownership among women and minorities and that supports small and disadvantaged businesses within the City of Stonecrest

Areas of Impact

The StartUP Stonecrest Task force will consider project that can achieve these types of impacts:

- Establishing a communications campaign that encourages citizen participation and investment into the City of Stonecrest
- Increasing density and economic activity within the City Center / Stonecrest Mall Area
- Establishing a public safety center within the City of Stonecrest
- Recruiting or launching a grocery store operation
- Improving health food options and eliminating the food desserts
- Establishing a film and television production studio training center
- Developing a hotel and tourism improvement districts
- Developing a youth entrepreneurs improvement district
- Establishing a restaurant investment program
- Providing micro-loans to establish businesses with Stonecrest Citizens
- Creating high paying jobs in industries such as technology, communications, and distribution / logistics
- Establishing a regional food system and recruiting investments that help establish quality food-based businesses

Action Items

The following action items shall be implemented in support of this effort:

- Establish a partnership with the City of Stonecrest State Legislative Team to identify the necessary State
 Economic Development / Legislative support available to compliment the implementation of this initiative
- The Mayor of the City of Stonecrest shall propose the implementation of this initiative and request City Council support to establish a Mayoral Task Force to begin the implementation and execution of this project
- The City Manager shall identify \$50,000 in seed funding from economic development, business development, and marketing to support the initial implementation of this campaign and effort
- The City shall identify the necessary consultants, contractors to assist with program implementation, program development, communications, and event organization to support the implementation of this effort
- The StartUP Stonecrest Task Force shall meet with the federal, state congressional offices and with DeKalb County to align existing resources that can support and leverage the components of this program, with attention on increasing the amount of investment capital available for small business development projects and strategic investments designed to stabilize the City of Stonecrest
- The StartUP Stonecrest Task Force will work with economic development agencies to establish an
 economic baseline at the onset of the program and a quarterly economic impact statement will be
 presented to the City Council to ensure that the program is meeting / exceeding job creation forecast and
 financial benchmarks
- The StartUP Stonecrest Task Force will implement and manage activities that support crowdfunding, private investment, and strategic real estate investments through the organization of private funding from citizens, entrepreneurs, and corporate partners

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Research / Model Programs and Initiatives:

Research Reports:

Membership Is Ownership: The Cooperative Advantage; Marilyn Scholl; 136, May - June 2008.

Harvesting Opportunity: The Power of Regional Food System Investments to Transform Communities; Federal Reserve Bank; Andrew Dumont 2017.

Model Programs

Michigan Good Food Fund

Michigan Good food fund is a public-private partnership loan fund whose explicit mission is to provide financing and business assistance to entrepreneurs that grow, distribute and sell fresh healthy and local food to underserved communities. The funds use of philanthropic capital to make investments that drive targeted socioeconomic outcomes prioritizes impact over financial return. (Pg. 53, See Chapter 12, Harvesting Opportunity, 2017.

Columbia South Carolina City Leaders Establish Co-Op to Recruit Grocery Store

Late in 2016, another major conventional grocery store moved out of Columbia, South Carolina. City leaders were actively reaching out to other chain stores to come fill the void. In the deepest part of their food desert, residents were down to only a few convenience stores. People needed access to food that they could reach by foot as well as car, and they needed a store that would not shut down after a year and move away.

Wanda Pearson was motivated to drop a line to the Columbia city offices. Had they considered looking at a community-owned cooperative grocery store as a long-term solution? After all, a co-op has a vested interest in staying in its community. While not an "instant fix," a co-op might be the best way to proceed.

The response came quickly—and directly from the mayor. Local control and local ownership sounded like the best possible idea. How could they find a way to work together to get a co-op started?

This scenario is playing out in dozens of cities across the U.S. The urban food deserts may get the most press coverage, but stores are opting out of small towns, suburbs, and rural areas as well. The shifting ground under the retail grocery industry makes it difficult for large chains to justify keeping marginally profitable stores open. In many cases communities cannot find any existing store willing to fill the void. They may move on to short-term solutions or to consider nonprofit stores.

Milwaukee, Columbia Trains Citizens to Launch Cooperative Marketplace

The City of Columbia's Business Development Opportunity Department came to the table ready to offer business development grant funds to help get things going. That quickly led to a meeting and office space being provided, help with funding for early exploratory and incorporating steps, and funds to send four people to the 2017 Up & Coming Food Co-op Conference in Milwaukee. The strength of the partnership showed: conference attendees were a blend of city workers and members of the fledgling co-op startup team. Their assistance continues today as the City Foods Cooperative Marketplace grows ownership and builds the support network needed to get a store in its neighborhood.

Minnesota, Minneapolis Creates Model Food Co-Ops

Nearly ten years earlier in Minnesota, Wirth Cooperative Market began organizing in North Minneapolis, a major food desert. While the Minneapolis–St. Paul area had many food co-ops, in 2007 both potential shoppers and Wirth Co-op funders still knew very little about the cooperative model. The early organizers had a lot of learning

and educating to do. In 2010 the co-op was incorporated, and community events began to grow its membership base. The idea of owning their own community store become a hot topic among residents in the area.

Board treasurer John Flory recalls that getting financial assistance in those early years was a challenge. Several local foundations gave grants to support the education process, meetings, and doing the feasibility ground work. The group forged on, finding a site, welcoming new members, and seeking the funding needed to build out the store. Early applications to the City of Minneapolis and Hennepin County economic development offices meant that potential funding could come from there, once the co-op had secured primary assistance. They received a \$500,000 Brick and Mortar Federal Grant, which opened the door to loans and more local support—and set the date to open the store in the fall of 2017.

That brought the funding from the city and county into play as well. A Hennepin County business development grant of \$75,000 was a welcome boost to the project. The City of Minneapolis committed to a \$35,000 loan that is forgivable based on the continuing addition of living-wage positions at the store. General Manager Winston Bell is committed to making that happen.

Community Development Block Grant program: CDBG

Funding for city-based economic development programs, like those provided by Columbia and Minneapolis, begins with federal support. The Department of Housing and Urban Development's Community Development Block Grants program puts this funding under local control. The funding can be used for affordable housing, for meeting the needs of vulnerable residents, and for supporting job retention and growth. Access to food is a common thread in communities most affected by these issues. Dozens of startups have found help at various stages through this partnership. Existing co-ops have expanded using block grants as well.



WORK SESSION AGENDA ITEM

SUBJ	ECT: DISCUSSION F	REGA	ARDING STONECRE	ST PA	RKS ACQUISITION	
()	ORDINANCE	()	POLICY	()	STATUS REPORT	
(X)	DISCUSSION ONLY	()	RESOLUTION	()	OTHER	
Work	Session: 04/08/2019			Counc	cil Meeting: 04/08/201	19

SUBMITTED BY: Plez Joyner & Sean DePalma

PURPOSE:

HISTORY:

FACTS AND ISSUES:

OPTIONS:

RECOMMENDED ACTION: