

**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
September 24, 2020 11:00 a.m.**

MINUTES

The Allocation Committee met at 11:00 a.m. on Thursday, September 24, 2020 via a Conference Call due to the closure of the Genesee County Administration Building in response to the COVID-19 pandemic.

I. CALL TO ORDER

Christine Durgan called the meeting to order at 11:01 a.m.

II. ROLL CALL

Present: Brad Dick, Christine Durgan, David Martin, Ellen Ellenburg, Kim Courts, Mark Emmendorfer, Sheila Taylor, and Terry Peck.

Absent: Colleen Brown, Jeff Lutze, and Steven Fuhr.

Others Present: Damon Fortney, Katie Mehl, Anthony Kelly, and Nichole Odette.

There were no members of the public in attendance on the conference call, nor were any comments received from the public regarding the Allocation Committee meeting or the agenda items.

Christine Durgan introduced our new Planner, Anthony Kelly, who will be working in the Community Development Program, with a focus on the HOME Program.

III. MINUTES OF THE AUGUST 27, 2020 MEETING

Motion: Action: Approve, **Moved by** Kim Courts, **Seconded by** Brad Dick, to approve the minutes of the August 27, 2020 meeting as presented.

Motion passed unanimously.

IV. BUDGET TRANSFER REQUEST – FLINT TOWNSHIP

Katie Mehl explained that Flint Township is requesting to transfer the \$27,282 in funding allocated to their 2019 Infrastructure Improvements project to their 2020 Infrastructure Improvements project. Due to the Coronavirus, the Township was unable to carry out the proposed sidewalk project by the contract deadline. The transfer will bring the 2020 Infrastructure Improvements project total to \$218,258, which will help fund road improvements at the intersection of River Valley Drive and River Birch Drive, and along Utley Road between Hogarth Avenue and M-21 and Mackin Road between Lavelle Road and the Flint City limits.

Motion: Action: Approve, **Moved by** Kim Courts, **Seconded by** Ellen Ellenburg, to approve the transfer of \$27,282.00 from Flint Township's 2019 Infrastructure Improvements project to Flint Township's 2020 Infrastructure Improvements project.

Motion passed unanimously.

V. BUDGET TRANSFER REQUEST – CITY OF FENTON

Katie Mehl explained that the City of Fenton is requesting to transfer \$2,343.12 in unused funding from their 2019 Parks Programming for Seniors project to the 2019 CDBG Home Improvement Program. Due to the Coronavirus, Seniors were not able to get together for activities and the remaining funding could not be expended by the contract deadline.

Motion: Action: Approve, **Moved by** Kim Courts, **Seconded by** Ellen Ellenburg, to approve the transfer of \$2,343.12 from the City of Fenton's 2019 Parks Programming for Seniors project to the 2019 CDBG Home Improvement Program (HIP).

Motion passed unanimously.

VI. APPROVAL OF THE 2021-2023 CDBG APPLICATION PROCESS

Katie Mehl stated that staff is preparing to release a call for CDBG projects for Program Years 2021-2023. The pre-application will be sent to the local units in October, followed by the full application in December. The last call for projects was for Program Years 2019-2021. The overlap in years is due to approximately \$228,000 in remaining funds from previous years, which will allow for additional PY 2021 projects to be funded.

Motion: Action: Approve, **Moved by** Mark Emmendorfer, **Seconded by** Ellen Ellenburg, to approve the 2021-2023 CDBG Application Process.

VII. CARES ACT UPDATE

Damon Fortney stated that staff submitted a substantial amendment to the Consolidated Plan and Action Plan to HUD during August. HUD approved the substantial amendment and the grant agreements for the CARES Act funding have been signed. Once HUD releases the funding to the County, staff will sign contracts with subrecipients. In early October, staff will begin releasing applications for Small Business Assistance, COVID Response, and Basic Needs. The applications will be advertised through press releases, our website, and Facebook, as well as local Chambers of Commerce. On September 11th, HUD notified staff that Genesee County will be receiving an additional round of CDBG CARES Act funding, in the amount of \$1,221,403, which brings the total CDBG allocation to \$2,305,622. Sheila Taylor stated that the County's annual allocation for the CDBG, HOME and ESG Programs was \$2.8 million this year, so the additional \$3.7 million in CARES Act funding has more than doubled the County's allocation.

VIII. HUD UPDATE

Sheila Taylor stated that staff is working on meeting HUD's timeliness deadline. At present, we have \$943,000 to spend prior to March 1st. Due to the COVID shutdown, some local units have requested extensions for their 2019 projects that would otherwise end on September 30th. Staff has been in contact with local units that need to submit reimbursement requests.

IX. OTHER BUSINESS

Sheila Taylor stated that staff partnered with the City of Flint to hold a Tire Recycling Event on September 12th. Approximately \$4,000 of the \$10,000 tire grant from the State of Michigan was utilized and staff is planning to hold an additional event next year to spend the remaining funds.

X. ADJOURNMENT

Ms. Durgan adjourned the meeting at 11:21 a.m.

Respectfully submitted,
Nichole Odette, Secretary
Genesee County Metropolitan Planning Commission