

**COMMUNITY DEVELOPMENT PROGRAM  
ALLOCATION COMMITTEE MEETING  
May 28, 2015, 11:00 a.m.**


**MINUTES**

The Allocation Committee met at 11:00 a.m. on Thursday, May 28, 2015, in the Conference Room of the Genesee County Metropolitan Planning Commission (GCMPC), 1101 Beach Street, Room 223, Flint, Michigan.

**I. CALL TO ORDER**

 Christine Durgan called the meeting to order at 11:02 a.m.

**II. ROLL CALL**

 **Present:** Christine Durgan, Jamie Curtis, John Northrup, Karen Miller, Mark Emmendorfer, Paula Zelenko, Richard Abrams, and Sheila Taylor.

**Absent/Excused:** Jeff Lutze, Pegge Adams, and Stephen Fuhr.

**Others Present:** Margaret Kato, Derek Bradshaw, Anna Pinter, and Nichole Odette.

**III. MINUTES**

 **Minutes of the March 26, 2015 Regular Meeting**


 **Motion: Action:** Approve, **Moved by** Jamie Curtis, **Seconded by** Paula Zelenko, to approve the March 26, 2015 regular meeting minutes as presented.

**Motion passed unanimously.**


**IV. OPPORTUNITY FOR INDIVIDUALS TO ADDRESS THE COMMITTEE**

 No one spoke at this time.

**V. HOME INVESTMENT PARTNERSHIPS AWARDS**


 Anna Pinter explained that Genesee County Habitat for Humanity submitted applications for CHDO certification and a construction project and Metro Community Development (MCD) submitted an application for Tenant Based Rental Assistance (TBRA). Habitat is proposing to complete six new construction homes and MCD is proposing to assist individuals and families who are homeless with security deposits and rental assistance for up to two years. Margaret Kato, Executive Director of Genesee County Habitat for Humanity, was present to answer questions and provide additional information. The Grand Blanc Township home will be built in conjunction with Genesee Career Institute students, while Grand Blanc Construction Trades students will build the cabinets for the home. Vienna Township donated a parcel of land to Habitat and is also waiving all building permits and fees. The project in the City of Mt. Morris is the site of a NSP home demolition. Six families have already performed their 75 hours of sweat


equity and been selected for the homes. Habitat for Humanity will provide the families with a 20 year mortgage at zero percent interest. Discussion ensued.

 **Motion: Action:** Approve, **Moved by** Jamie Curtis, **Seconded by** Paula Zelenko, to approve entering into contracts with Genesee County Habitat for Humanity for \$417,860.70 and with Metro Community Development for \$77,000 in HOME Program funds.

**Motion passed unanimously.**


## **VI. NEIGHBORHOOD STABILIZATION PROGRAM (NSP) & HOME PROGRAM PARTICIPATING LENDER AGREEMENTS**

 Anna Pinter explained that the County must renew NSP and HOME Program lender agreements every year. The agreements are in place so make sure that the lenders understand how the two programs work and that their underwriters have approved how the financing is set up.

 **Motion: Action:** Approve, **Moved by** Jamie Curtis, **Seconded by** Paula Zelenko, to approve entering into agreements with JP Morgan Chase Bank, Fifth Third Bank, FirstMerit Bank N.A., and Talmer Bank and Trust for the purposes of providing financial assistance to NSP and HOME DPA Program homebuyers.

**Motion passed unanimously.**


## **VII. TRANSFER OF CDBG & HOME FUNDS**

 Sheila Taylor provided a Revised Transfer of CDBG and HOME Funds memo to the committee and went over the requested transfers. Unspent HOME Program set-aside funds from CHDO Operating, Down Payment Assistance and HOME Home Improvement, along with 2015 CHDO Reserve funds, will be utilized to fund Habitat for Humanity's 2015 New Construction project. Ms. Taylor explained that GCMPC has applied to the Michigan Land Bank for a Blight Elimination Grant to demolish the Ramada on Pierson Road and I-75. Staff is recommending \$150,000 of 2011 CDBG Planning and Administration funds that have not be utilized due to spending caps be transferred to the Ramada demolition project. Discussion ensued.


 **Motion: Action:** Approve, **Moved by** Jamie Curtis, **Seconded by** Paula Zelenko, to approve the Community Development Block Grant Program and HOME Program transfer of funds as presented.

**Motion passed unanimously.**


## **VIII. CAPER UPDATE**

 Sheila Taylor explained that the CAPER is our annual report to HUD. For the first time, staff will be reporting all of our accomplishments for the program year that ended April 30, 2015 via HUD's IDIS system. A draft of the 2014 CAPER will come before this committee next month and then will be out for public comment. The CAPER must be submitted to HUD by the end of July.


## **IX. HUD UPDATE**

 Sheila Taylor explained that the Consolidated Plan and 2015 Action Plan were submitted to HUD in April and staff is anticipating a response within the next week. Staff should receive the 2015 funding allocation in late June, which will enable contracts with the local units to be signed in July. In June, staff will be monitoring the 2012-2014 CDBG project files at the local units of government.

## **X. OTHER BUSINESS**

 There was no Other Business.

## **XI. ADJOURNMENT**

 Ms. Durgan adjourned the meeting at 11:32 a.m.

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

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