

**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
Thursday, August 27, 2015
11:00 A.M.
GCMPC Conference Room, 2nd Floor**

A-G-E-N-D-A

- I. Call to Order
- II. Roll Call
- ***III. Minutes of the June 25, 2015 Meeting (attached)
- IV. Opportunity for Individuals to Address the Committee
- ***V. Transfer of CDBG Funds (attached)
- ***VI. Contract Extension for Lead and Asbestos Services (attached)
- VII. HUD Update
- VIII. Other Business
- IX. Adjournment

****Indicates Action Item*



**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
June 25, 2015, 11:00 a.m.**

MINUTES

The Allocation Committee met at 11:00 a.m. on Thursday, June 25, 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 11:01 a.m.


II. ROLL CALL

 **Present:** Christine Durgan, Jamie Curtis, Karen Miller, Richard Abrams, Sheila Taylor, and Stephen Fuhr.

Absent/Excused: Jeff Lutze, John Northrup, Mark Emmendorfer, Paula Zelenko, and Pegge Adams.

Others Present: Claire Wilke and Nichole Odette.

III. MINUTES

 **Minutes of the May 28, 2015 Regular Meeting**


 **Motion: Action:** Approve, **Moved by** Jamie Curtis, **Seconded by** Karen Miller, to approve the May 28, 2015 regular meeting minutes as presented.

Motion passed unanimously.

IV. OPPORTUNITY FOR INDIVIDUALS TO ADDRESS THE COMMITTEE

 No one spoke at this time.


V. TRANSFER OF CDBG FUNDS

 Claire Wilke explained that Mt. Morris Township is requesting to transfer funding from two of its CDBG projects to the Ramada demolition project. GCMPC has applied for a \$250,000 Michigan Land Bank Blight Grant to assist in funding the demolition as well. Last month, this Committee also approved the transfer of \$150,000 unutilized Planning and Administration funds to the project. The Ramada demolition project is estimated to cost approximately \$1 million.


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

Motion passed unanimously.


VI. CAPER PRESENTATION

 Claire Wilke explained that the Consolidated Annual Performance Evaluation Report (CAPER) is completed at the end of every program year as our report to HUD detailing how CDBG, HOME and ESG funding was spent. During the 2014 program year, a little over \$1.9 million in CDBG dollars was spent on projects. Highlights included Code Enforcement, Demolition, Public Service and Street Improvements. HOME Program funding, in the amount of \$310,906, was utilized for the Home Improvement Program, the TBRA Program, and Habitat for Humanity's rehab/new construction project. The majority of the \$164,882 Emergency Solutions Grant funding was spent on emergency shelter services. The public comment period for the 2014 CAPER is June 29th through July 14th and a public input hearing will be held on July 13th. Staff will submit the CAPER to HUD before the end of July for review and approval.

VII. HUD UPDATE

 Sheila Taylor stated that staff has been monitoring the local units of government during June to ensure that they are following all HUD regulations. At the end of July, HUD will perform an on-site monitoring review of our CDBG files. Towards the end of summer, staff will begin monitoring the HOME and ESG Program sub recipients. Our 2015-2018 Consolidated Plan has been approved by our HUD representative and submitted for Congressional release of funding.

VIII. OTHER BUSINESS

 There was no Other Business.

IX. ADJOURNMENT

 Ms. Durgan adjourned the meeting at 11:14 a.m.

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

MEMORANDUM

TO: Members of the Genesee County Allocation Committee

FROM: Sheila Taylor, Principal Planner
Genesee County Metropolitan Planning Commission

DATE: August 27, 2015

SUBJECT: Transfer of Community Development Block Grant Funds

The following transfers were requested by the local units of government.

Amount	To Project	From Project	Comments
\$1,672.00	2012 Genesee Township Demolition of Blighted Structures #1950	2014 Genesee Township Safety Equipment #2114	Transfer Requested
\$3,548.00	2014 Village of Gaines Demolition of Blighted Structure #2110	2014 Available Funds	Additional Funds Requested

At this time, staff is recommending approval of the Community Development Block Grant (CDBG) fund transfers by the Allocation Committee.



MEMORANDUM

TO: Members of the Genesee County Allocation Committee

FROM: Sheila Taylor, Principal Planner
Genesee County Metropolitan Planning Commission

DATE: August 27, 2015

SUBJECT: **Contract Extension for Lead and Asbestos Inspection Services**

Genesee County Metropolitan Planning Commission continually works with Environmental Testing and Consulting, Inc. (ETC) to provide lead and asbestos inspection services for the Genesee County Home Improvement Program.

A one (1) year extension to the original contract (Resolution #12-121) with ETC was approved for 2014, which included an option for renewal of an additional one (1) year term. A copy of the requested contract extension is attached.

Staff is requesting that the Allocation Committee approve an additional one (1) year term to the contract with ETC – Environmental Testing and Consulting, Inc. per the attached contract.



AMENDMENT TO PROFESSIONAL SERVICES CONTRACT FOR LEAD AND ASBESTOS INSPECTIONS, ASSESSMENTS AND CLEARANCES CONTRACT

This Amendment is effective August 20, 2015, and is between Genesee County, Michigan, a Michigan municipal corporation whose principal place of business is located at 1101 Beach Street, Flint, Michigan 48502 (the "County"), and **Environmental Testing and Consulting, Inc.**, whose principal place of business is located at 38900 Huron River Drive, Romulus, Michigan (the "Contractor") (the Contractor and the County together, the "Parties").

WHEREAS, the Parties executed a Professional Services Contract for Lead and Asbestos Inspections, Assessments and Clearances effective June 5, 2012 (the "Agreement"), pursuant to which the Contractor would provide inspections, risk assessments, clearance examinations for lead, and asbestos containing materials assessments and provide reports; and

WHEREAS, the Parties wish to amend the Agreement to extend the term of the Agreement.

NOW THEREFORE, the Parties agree as follows:

1. The Term of the Agreement is hereby extended by a period of one year, ending at 5:00 P.M. on June 6, 2016.
2. The remaining terms of the Agreement remain unchanged and in full effect.

ENVIRONMENTAL TESTING
AND CONSULTING, INC.

COUNTY OF GENESEE

By: _____
Jeremy Wescott
Vice-President

By: _____
Jamie W. Curtis, Chairperson
Board of County Commissioners

Date: _____

Date: _____