

**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
January 8, 2015, 11:00 a.m.**

MINUTES

The Allocation Committee met at 11:00 a.m. on Tuesday, January 8, 2015, in the Conference Room of the Genesee County Metropolitan Planning Commission (GCMPC), 1101 Beach Street, Room 223, Flint, Michigan.

I. CALL TO ORDER

 Ms. Durgan called the meeting to order at 11:05 a.m.

II. ROLL CALL

 **Present:** Christine Durgan, Jeff Lutze, John Northrup, Karen Miller, Paula Zelenko, Pegge Adams, Richard Abrams, Sheila Taylor and Stephen Fuhr.

Absent/Excused: Mark Emmendorfer and Omar Sims.

Others Present: Claire Wilke and Nichole Odette.

III. MINUTES

 **Minutes of the December 2, 2014 Regular Meeting**

 **Motion: Action:** Approve, **Moved by** Paula Zelenko, **Seconded by** Karen Miller, to approve the December 2, 2014 regular meeting minutes as presented.

Motion passed unanimously.

IV. OPPORTUNITY FOR INDIVIDUALS TO ADDRESS THE COMMITTEE

 No one spoke at this time.

V. CDBG AND NSP TRANSFER OF FUNDS

 Claire Wilke explained that the City of Burton's 2013 Street Improvements project is complete, so they would like to transfer the remaining funds to their 2013 Senior Center Improvements project. Fenton Township has requested additional funding in order to complete their 2013 Ditching and Culvert Replacement project. Staff would like to provide Fenton Township with the remaining 2009 Planning and Administration balance of \$64,158 and an additional \$842 of recaptured funds, along with the \$850 balance from their completed 2013 Demolition of Blighted Structures project. Mt. Morris Township has requested an additional \$25,000 to finish their 2014 Street Improvements project, so staff would like to utilize 2011 Planning and Administration funds that were left over due to the spending cap. Operation Unification was unable to complete their project, so staff would like to transfer \$319,162.81 back into the NSP1 account in order to purchase and rehab additional NSP homes. Operation Unification had received funding for the

acquisition and rehabilitation of ten properties, but was only able to complete two homes.

 **Motion: Action:** Approve, **Moved by** Pegge Adams, **Seconded by** Stephen Fuhr, to approve the Community Development Block Grant Program and Neighborhood Stabilization Program transfer of funds as presented.

Motion passed unanimously.

VI. CONSOLIDATED PLAN UPDATE

 Claire Wilke stated that during December staff completed a windshield survey of housing conditions for each local unit within Genesee County. Staff rated the quality of the housing stock based on several factors, including the condition of foundations, roofs, windows, sidewalks and the surrounding neighborhood. Staff will also use data collected from input surveys to determine what the needs of low to moderate income residents are when developing the goals of the Consolidated Plan. Surveys were sent to the local units, the public participation list, Your Ride clients, Head Start participants, and previous Home Improvement Program clients. A draft Consolidated Plan should be available for this committee to review in February.

VII. HUD UPDATE

 Sheila Taylor explained that HUD guidelines state that the County can have no more than 1.5% times its annual CDBG allocation un-spent 60 days prior to the start of the next program year. Since the new program year begins on May 1, 2015, HUD will check our account of March 1st. At this time, approximately \$200,000 must be spent by March 1st. This month's funding transfer requests from the Townships of Fenton and Mt. Morris will aid in reaching that spending goal. Ms. Taylor added that changing the timeliness for completion of CDBG projects has helped; however, the Group 3 applications indicate that some local units still believe they have three years to spend their funding allocations.

Sheila Taylor also requested that recommendations regarding the proposed set-aside for commercial demolition funds should be submitted to staff by the end of January so that they can be discussed by this committee in February.

VIII. OTHER BUSINESS

 There was no Other Business.

IX. ADJOURNMENT

 Ms. Durgan adjourned the meeting at 11:24 a.m.

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