

**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
October 13, 2016, 11:00 a.m.**

MINUTES

The Allocation Committee met at 11:00 a.m. on Thursday, October 13, 2016, 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, Jeff Lutze, Paula Zelenko, Pegge Adams, Richard Abrams, Sheila Taylor, and Stephen Fuhr.

Absent: Jamie Curtis, John Northrup, Karen Miller, and Mark Emmendorfer.

Others Present: Claire Wilke and Nichole Odette.

III. MINUTES OF THE JULY 28, 2016 MEETING



Motion: Action: Approve, **Moved by** Pegge Adams, **Seconded by** Richard Abrams, to approve the minutes of the July 28, 2016 regular meeting minutes as presented.

Motion passed unanimously.

IV. OPPORTUNITY FOR INDIVIDUALS TO ADDRESS THE COMMITTEE




No one spoke at this time.

V. 2016 MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY (MSHDA) REQUEST FOR PROPOSALS





Sheila Taylor explained that MSHDA is offering \$1 million in HOME funding statewide through a competitive grant opportunity. Entitlement communities, like Genesee County, cannot directly apply for the funding; however, an agency within that community can apply as long as the entitlement community provides matching funds. Staff met with Genesee County Habitat for Humanity and they are interested in applying for \$150,000 for the acquisition, development and re-sale of five homes to low-income families. The County would need to supply \$150,000 in HOME funding as match. The funding must be spent within a year, so MSHDA is looking for applicants, like Habitat, that have capacity and experience. Habitat is working on securing an additional \$30,000-\$60,000 in funding and looking at properties that are available through the Land Bank. Staff is recommending approval to use HOME funds as match, contingent on grant award.

 **Motion: Action:** Approve, **Moved by** Pegge Adams, **Seconded by** Paula Zelenko, to approve the application for the 2016 MSHDA Request for Proposals by Genesee County Habitat for Humanity and to approve the transfer of \$150,000 of HOME Program funds to be used as project match.

Motion passed unanimously.


VI. 2017 MEETING DATES

 Discussion ensued regarding possible conflicts with the date of the December meeting.


 **Motion: Action:** Approve, **Moved by** Pegge Adams, **Seconded by** Stephen Fuhr, to approve the 2017 Allocation Committee meeting dates with the December meeting date to be changed from December 28th to December 21st.

Motion passed unanimously.

VII. ACTION PLAN UPDATE

 Claire Wilke explained that the 2017 Action Plan will contain CDBG, ESG and HOME projects for the 2017 program year. Staff met with all Group 2 local units to go over the CDBG application, discuss potential projects in their community, and answer questions. The Group 2 communities are Flushing Township, Mt. Morris Township, the City of Flushing, Flint Township, Clayton Township, the City of Swartz Creek, Gaines Township, Mundy Township and the Village of Gaines. The 2017 ESG applications were sent out through the Continuum of Care, to ensure that all homeless providers have the opportunity to apply. The 2017 HOME application was advertised in the Flint Journal and was sent to Communities First, Family Service Agency, Habitat for Humanity, Metro Community Development and all local units of government. The 2017 CDBG, ESG and HOME applications are due on November 18th. A Public Needs Hearing will be held on November 21st during the Genesee County Community & Economic Development meeting so that the public has the opportunity to comment on proposed projects in their community. The public comment period for the Action Plan will begin on January 16th and end on February 17th. After the committee approval process, staff intends to submit the 2017 Action Plan to HUD on or around March 15th.

VIII. HUD UPDATE

 Sheila Taylor stated that our new HUD representative is Cheryl Mathis. Recently, there have been several changes to accounting standards and financial procedures at the federal level. As a result, staff has had to make some changes to the administration of grants. Local units starting their 2016 construction projects should contact Claire Wilke so that she can confirm that all federal regulations are being followed. Ms. Taylor explained that the Allocation Committee is the first committee in the approval process for action items, which then go through a committee of the County Board and then to the full County Board for final approval. Funding approvals for local units cannot be acted upon until the full County Board approves them and contract amendments are signed. On March 1st, sixty days before our new program year begins, HUD will check our account to

make sure that we have no more than 1.5 times our annual allocation. At this time, approximately \$628,000 must be spent by March 1st. HUD may not provide our funding for the next year if more than 1.5 times our allocation is in the account on March 1st.

IX. OTHER BUSINESS

 Sheila Taylor stated that the next Recycle Day Event will be on October 22nd from 10:00 a.m. to 2:00 p.m. at the Water Service Center in Flint and the Trinity Assembly of God Church on Mt. Morris Road near I-75.

X. ADJOURNMENT

 Ms. Durgan adjourned the meeting at 11:26 a.m.

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