

**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
Thursday, July 28, 2016
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 May 26, 2016 Meeting (attached)
- IV. Opportunity for Individuals to Address the Committee
- ***V. Community Development Program Transfer (attached)
- VI. CAPER Presentation
- VII. HUD Update
- VIII. Other Business
- IX. Adjournment

****Indicates Action Item*




**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
May 26, 2016, 11:00 a.m.**


MINUTES

The Allocation Committee met at 11:00 a.m. on Thursday, May 26, 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 11:00 a.m.

II. ROLL CALL

 **Present:** Christine Durgan, Jeff Lutze, John Northrup, Karen Miller, Richard Abrams, and Sheila Taylor.

Absent: Mark Emmendorfer, Jamie Curtis, Paula Zelenko, Pegge Adams, and Stephen Fuhr.

Others Present: Claire Wilke and Nichole Odette.


III. MINUTES OF THE MARCH 24, 2016 MEETING

 **Motion: Action:** Approve, **Moved by** Richard Abrams, **Seconded by** Karen Miller, to approve the minutes of the March 24, 2016 regular meeting minutes as presented.
Motion passed unanimously.

IV. OPPORTUNITY FOR INDIVIDUALS TO ADDRESS THE COMMITTEE

 No one spoke at this time.

V. COMMUNITY DEVELOPMENT PROGRAM TRANSFERS


 Claire Wilke explained that Genesee Township has completed their 2012 Demolition project, so the remaining \$9,102.50 in funding will be recaptured. Davison Township applied for a 2015 Sidewalk Improvement project, but did not receive environmental clearance because the project would have gone through a wetland. Davison Township would like to transfer the funds to two smaller projects: \$110,000 to a Court Street Sidewalk project and \$43,352 to a Park Improvements project. In order to follow HUD guidelines, staff would like to close out some old HOME projects: \$23,290 remaining from the 2010 Metro Community Development Affordable Mortgage Program will be transferred to their 2016 Affordable Mortgage Program; \$20,400 remaining from Metro's 2013 Affordable Mortgage Program will be transferred to their 2016 Affordable Mortgage Program; and the 2013 Tenant Based Rental Assistance project balance of \$5,365 will be transferred to the 2015 Tenant Based Rental Assistance project. Richard Abrams asked if CDBG funds could be used for park improvements. Sheila Taylor stated that as long as

the project or park is in a low-mod area, CDBG funds can be used. Jeff Lutze asked if CDBG funds could be used to purchase playground equipment for use in a park. Ms. Taylor stated yes, as long as the park is in a low-mod community; however, if updating current playground equipment to ADA accessible, the park can be outside of a low-mod area. If the park is considered a regional park, however, CDBG funds cannot be used because the park would not serve just that one low-mod community.


 **Motion: Action:** Approve, **Moved by** Richard Abrams, **Seconded by** Karen Miller, to approve the Community Development Program transfer of funds as presented.

Motion passed unanimously.


VI. ACTION PLAN APPROVAL AND CAPER UPDATE

 Claire Wilke stated that the Action Plan outlines how we plan to spend our funding allocation from HUD. The 2016 Action Plan has been submitted to HUD for approval and staff is awaiting a response. Typically, we receive our funding in June or July and start signing CDBG contracts with the local units at that time. Staff will be submitting our Request for Release of Funds from HUD next week. The 2015 Consolidated Annual Performance Evaluation Report (CAPER) is our report to HUD regarding how we utilized our funding during the last program year, which was May 1, 2015 through April 30, 2016. The CAPER describes all of the 2015 Community Development projects, the funding amounts, the benefits and outcomes of the projects. Staff has recently updated the GCMPC website to make it more user-friendly. Information regarding Community Development Program projects, the Home Improvement Program and public comment periods can be found on the GCMPC website at www.gcmpc.org. Ms. Wilke displayed the website on the screen and navigated through the site, explaining where to find meeting information, public notices, and an interactive map of all current Community Development and Transportation projects.

VII. HUD UPDATE

 Sheila Taylor stated that the 2016 Median Family Income chart for Flint and Genesee County has been emailed to all the local units of government. If you didn't receive a copy please let us know. In early June, staff will attend HUD's annual All Grantee meeting, where agencies that receive funding from HUD can learn about the various programs, problem solve, and discuss grantee concerns. At the end of July, HUD will be on-site to monitor staff's labor standards process. As of today, staff has met HUD's deadline to commit 2014 HOME funds by May 31, 2016.

VIII. OTHER BUSINESS

 There was no Other Business.

IX. ADJOURNMENT

 Ms. Durgan adjourned the meeting at 11:25 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: July 28, 2016

SUBJECT: **Transfer of Community Development Block Grant Program Funds**

The following transfer was requested by the local unit of government.

Amount	To Project	From Project	Comments
\$ 6,330.00	2015 Vienna Township Street Improvements # 2138	Available CDBG Funds	Additional Funds Requested

At this time, staff is recommending approval of the Community Development Block Grant Program fund transfer by the Allocation Committee.

