


**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
March 24, 2016, 11:00 a.m.**


MINUTES

The Allocation Committee met at 11:00 a.m. on Thursday, March 24, 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, Pegge Adams, Richard Abrams, and Sheila Taylor.

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

Others Present: Shane Kelley and Nichole Odette.


III. MINUTES OF THE JANUARY 28, 2016 MEETING

 **Motion: Action: Approve, Moved by** Richard Abrams, **Seconded by** Karen Miller, to approve the minutes of the January 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. COMMUNITY DEVELOPMENT PROGRAM TRANSFERS


 Christine Durgan introduced Shane Kelley, who has been with the Planning Commission two years and was recently promoted to Planner II. Mr. Kelley runs the Recycling Program and is our Solid Waste Planner, as well as working with the Community Development Block Grant Program.

Mr. Kelley explained that Genesee Township completed their 2015 Street Improvements project under budget, so they have requested to transfer the remaining \$49,055.54 to their 2016 Demolition project. Vienna Township also completed their 2015 Senior Center Improvements project under budget and would like to transfer \$12,586.48 to their 2015 Street Improvements project.

 **Motion: Action: Approve, Moved by** Jeff Lutze, **Seconded by** Karen Miller, to approve the Community Development Program transfer of funds as presented.
Motion passed unanimously.


VI. 2016 GENESEE COUNTY ACTION PLAN APPROVAL

 Shane Kelley explained that the Action Plan is our annual application to HUD for funding. For 2016, staff anticipates receiving \$1,711,968 in CDBG funds, \$154,564 in ESG funds, and \$654,085 in HOME funds. Mr. Kelley reviewed slides that showed the breakdown of proposed projects in each of the three Programs. During the first year of the three-year CDBG funding cycle, all local units of government can apply for public service projects, however, only group 1 local units can apply for construction projects for 2016. Group 1 consists of Burton, Grand Blanc, Fenton, Linden, Grand Blanc Township, Fenton Township and Argentine Township. Prior to application submission last November, the municipalities were required to hold public needs hearings. The County also held a public needs hearing and offered a 30-day public comment period for the Action Plan and the proposed CDBG, ESG and HOME projects. If approved by the Allocation Committee, staff will request approval from the Community & Economic Development Committee on April 11th and then approval by the full County Board on April 18th. Staff plans to submit the 2016 Action Plan to HUD for final approval on April 20th.


 **Motion: Action:** Approve, **Moved by** Pegge Adams, **Seconded by** Karen Miller, to approve the 2016 Action Plan for submittal to HUD in order to receive 2016 Community Development funding.

Motion passed unanimously.

VII. HUD UPDATE

 Sheila Taylor stated that staff has not received the FY 2016 Median Family Income limits from HUD yet, but they will be sent to all the local units once received. The income limits are used for street assessment assistance surveys or qualifying Home Improvement Program clients. Our office has been assigned a new HUD Representative, Darlene White. Staff will be sending out timeliness letters to local units of government with open 2015 projects as a reminder that public service projects should be wrapped up by July and construction projects should be in the planning process. During July, HUD will be conducting a monitoring visit to review staff's labor standards process for projects completed in 2013. Kimeley Stowell, the Home Improvement Program Intake Coordinator, as well as Derek Bradshaw and Christine Durgan, will be going to local board meetings and community groups to give presentations on the Home Improvement Program. If you know of any senior centers, groups or clubs that might be interested, please let us know.

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