

**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
February 23, 11:00 a.m.**


MINUTES

The Allocation Committee met at 11:00 a.m. on Thursday, February 23, 2017, 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, David Martin, Jeff Lutze, Karen Miller, Kim Courts, Mark Emmendorfer, Sheila Taylor, and Stephen Fuhr.


Absent: Ellen Ellenburg and Paula Zelenko.

Others Present: Anna Pinter, David Yeoman and Nichole Odette.

III. INTRODUCTION OF MEMBERS

 Members introduced themselves. Christine Durgan introduced Brad Dick, from the City of Linden, who will replace Richard Abrams as our Small Cities & Villages Association representative. Mr. Dick will become an official member after his appointment by the Genesee County Board of Commissioners.

IV. MINUTES OF THE OCTOBER 13, 2016 MEETING


 **Motion: Action:** Approve, **Moved by** Stephen Fuhr, **Seconded by** Karen Miller, to approve the minutes of October 13, 2016 meeting as presented.

Motion passed unanimously.

V. OPPORTUNITY FOR INDIVIDUALS TO ADDRESS THE COMMITTEE


 No one spoke at this time.


VI. TRANSFER OF COMMUNITY DEVELOPMENT FUNDS

 Sheila Taylor stated that Atlas Township needs additional funding for their Removal of Architectural Barriers project and would like to transfer \$15,000 from their Historical Preservation project. Thetford Township has finished their Street Improvements project and would like to transfer the remaining \$27,118.48 over to a Blight Removal project.


 **Motion: Action:** Approve, **Moved by** Mark Emmendorfer, **Seconded by** Stephen Fuhr, to approve the Transfer of Community Development Funds as presented.
Motion passed unanimously.

VII. HOME INVESTMENT PARTNERSHIPS PROGRAM GUIDELINES AND PROCEDURES UPDATE

 Sheila Taylor stated that HUD updated the HOME regulations 24 CFR Part 92 a couple of years ago but has been implementing the changes in increments. Also, several federal accounting procedures have been combined into one Uniform Requirements 2 CFR Part 200. All entities receiving federal funds must follow these accounting/financial requirements. Staff has updated the HOME Program procedures to incorporate all the regulations and also align them with other Community Development policies like the Neighborhood Stabilization Program. Some of the HOME policy changes include: gap financing to assist homebuyers with the purchase price of a home (up to \$25,000), all HOME funded projects have an Affirmative Marketing plan, a Conflict of Interest Policy must be in place for all agencies applying/receiving funding, and subsidy layering is required to make sure other funding resources are being leveraged for HOME projects. The updated 2 CFR Part 200 now requires that our Director-Coordinator certify all payments to show that we are following HUD guidelines. Discussion ensued.


 **Motion: Action:** Approve, **Moved by** Kim Courts, **Seconded by** Karen Miller, to approve the amended HOME Investment Partnerships Program Policy as presented.
Motion passed unanimously.

VIII. HARDEST HIT FUNDS


 Anna Pinter stated that the U.S. Department of Treasury started the Troubled Asset Relief Program (TARP) in 2010 to help homeowners hardest hit by the housing crisis. Michigan received approximately \$500 million and was granted a waiver to use a portion of that funding to for blight elimination. The blight elimination funds were only designated for particular cities, like Flint and Detroit, but in 2016 MSDHA made \$12 million available to other communities throughout the state. In order to apply, communities had to have over 50,000 residents, had to apply for funding between \$1 million and \$5 million, had to have eligible blighted residential properties, and had to be able to spend the award within 18 months. When the \$12 million became available last year, staff sent a call for projects to all local units of government to request a prioritized list of residential structures that they would like demolished. Staff received applications from six municipalities that included 162 properties. The Land Bank went through the list of properties to make sure they met the criteria of being residential, owned by the Land Bank or by the local unit, and that no other funding was already attached to them. GCMPC and the Land Bank submitted a joint application to the state for \$1.6 million to demolish 102 properties; however, \$1,244,859 was awarded and staff estimates that approximately 75 properties will be demolished. The properties are located in the City of Burton, Flint Township, Genesee Township, Grand Blanc Township, Mt. Morris Township and Thefford Township. The state required that a Memorandum of Understanding be signed by the Land Bank, GCMPC and the local units of government involved. The Land Bank will be responsible for administering the grant dollars and GCMPC staff will provide assistance as needed. The hazardous material and asbestos surveys began this month so abatement should

begin in March. Demolitions will begin in mid-June with the estimated completion by July 2018. Sheila Taylor stated that blight elimination is an eligible project under the CDBG Program as long as the property is publically owned, or the local unit has already began the hazardous building process through the courts.

IX. HUD UPDATE

 Sheila Taylor stated that Genesee County usually receives approximately \$1.5 million annually for the CDBG Program. HUD requires that the funding is spent in a timely manner and checks our bank account each year to make sure that we do not have more than 1.5 times our annual allocation. HUD will be checking our account on March 2nd, however, staff worked with the local units and the contractors to get bills processed so that our spending deadline has already been met. HUD's timeliness requirement is the reason why CDBG construction contracts expire in a year and a half. David Yeoman is working on the annual Action Plan, which incorporates all 2017 CDBG, HOME and ESG projects and shows HUD how we intend to spend the funding for these programs. Staff hopes to bring the draft 2017 Action Plan to the Allocation Committee for review next month. Generally the Action Plan is due to HUD on March 15th, 45 days prior to our program year beginning; however, HUD is currently working under a continuing resolution through April so we will not find out what our 2017 allocation is until May. This will delay our receipt of funding and signing contracts with sub recipients, but unfortunately will not change our spending deadlines.

X. OTHER BUSINESS

 Christine Durgan distributed the GCMPC Annual Report and stated that more details from last year's activities are available on the GCMPC website. Ms. Durgan also stated that our Annual Planning Forum is tomorrow at a new location, the UofM Flint University Center.

XI. ADJOURNMENT

 Ms. Durgan adjourned the meeting at 11:31 a.m.

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