

**COMMUNITY DEVELOPMENT PROGRAM  
ALLOCATION COMMITTEE MEETING  
Thursday, October 26, 2017  
11:00 A.M.  
GCMPC Conference Room, 2<sup>nd</sup> Floor**

**A-G-E-N-D-A**

- I. Call to Order
- II. Roll Call
- \*\*\*III. Minutes of the August 24, 2017 Meeting (attached)
- IV. Opportunity for Individuals to Address the Committee
- \*\*\*V. Transfer of Community Development Program Funds (attached)
- \*\*\*VI. Transfer of Neighborhood Stabilization Program Funds (attached)
- VII. HUD Update
- VIII. Other Business
- IX. Adjournment

\*\*\*Indicates Action Item



**COMMUNITY DEVELOPMENT PROGRAM  
ALLOCATION COMMITTEE MEETING  
August 24, 2017 11:00 a.m.**

**MINUTES**

The Allocation Committee met at 11:00 a.m. on Thursday, August 24, 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 11:01 a.m.

**II. ROLL CALL**

 **Present:** Brad Dick, Christine Durgan, David Martin, Karen Miller, Kim Courts, and Sheila Taylor.

**Absent:** Ellen Ellenburg, Jeff Lutze, Mark Emmendorfer, Paula Zelenko, and Stephen Fuhr.

**Others Present:** Nichole Odette.


**III. MINUTES OF THE JULY 27, 2017 MEETING**

 **Motion: Action:** Approve, **Moved by** Karen Miller, **Seconded by** Kim Courts, to approve the minutes of the July 27, 2017 meeting as presented.  
**Motion passed unanimously.**

**IV. OPPORTUNITY FOR INDIVIDUALS TO ADDRESS THE COMMITTEE**

 No one spoke at this time.


**V. TRANSFER OF COMMUNITY DEVELOPMENT PROGRAM FUNDS**

 Sheila Taylor stated that the Thetford Township Senior Services project is complete, so staff will recapture the remaining funds and close out the project in HUD's financial system. Richfield Township had divided its Public Service funding between two projects, Senior Center Operations and a Recreation Program for low-income children. The Township would like to transfer the Recreation Program funding to the Senior Center Operations project. Kim Courts asked if the \$173.34 recaptured from Thetford Township could be given to another local unit. Ms. Taylor explained that it will be added to available funds and local units can submit written requests for additional funding to complete projects if necessary. The requests go through the committee process for approval. The available funds have also been used as matching dollars on grant

applications, such as the Blight Grant that helped in the demolition of the Ramada Inn. Discussion ensued.

 **Motion: Action:** Approve, **Moved by** Kim Courts, **Seconded by** David Martin, to approve the Transfer of Community Development Program Funds as presented.  
**Motion passed unanimously.**


## **VI. HOME PROGRAM – ROXBURY COURT CONTRACT AMENDMENT**

 Sheila Taylor stated that in 2001, GCMPC provided \$750,000 in HOME funds to assist in the development of Roxbury Court, a senior housing project in Clio. There are 90 units, with 10 designated for low to moderate income seniors. Roxbury Court has another mortgage on the property that they would like to refinance through HUD for a lower interest rate. One of HUD's requirements is that they do not have to repay our loan during the term of the new mortgage. Therefore, Roxbury Court is requesting to extend the due date of repayment to Genesee County to match the terms of their new loan, which will be due in 35 years. Roxbury Court's existing loan with the County includes an annual accrual of ½% interest, which now totals a little over \$59,000. Roxbury Court is willing to pay that amount now, if the County agrees to discontinue the interest accrual and extend the loan terms to match the terms of their new loan. Under the current agreement, the period of affordability for those 10 units and repayment of the \$750,000 loan, plus approximately \$79,000 in interest, is through 2021. If Roxbury pays the \$59,000 in interest now, it will be available for other HOME Program low-income housing projects. Staff has reviewed all repayment options with Roxbury Court and they are unable to repay the loan at this time. Amending the contract with Roxbury Court will not hinder the HOME Program and the 10 units of senior housing will remain available to low and moderate income residents through 2021. Corporation Counsel has reviewed the contract amendment, as well as the subordination agreement. Discussion ensued.


 **Motion: Action:** Approve, **Moved by** Kim Courts, **Seconded by** Karen Miller, to approve the Roxbury Court Contract Amendment.

 **Motion: Action:** Amend, **Moved by** Kim Courts, **Seconded by** Karen Miller, to amend the motion to approve the Roxbury Court Contract Amendment with the request of consideration from Roxbury Court to extend the period of affordability through 2031.  
**Motion passed unanimously.**

## **VII. HUD UPDATE**

 Sheila Taylor stated that staff is still waiting for our 2017 funding. Our HUD representative has requested the funding from Washington and HUD is in the process of finalizing the approval of our Action Plan. Christine Durgan stated that even though the funding is delayed, HUD's spending deadlines will not change. David Martin stated that he recently traveled to Washington to meet with agencies and contacts that can help local units of government get responses to their needs. Mr. Martin requested a summary of this information and he will forward it on to the Intergovernmental Affairs Office. Ms. Taylor stated that the 2018 Action Plan process will begin next month, so staff will be sending out the CDBG, HOME, and ESG applications.

### **VIII. OTHER BUSINESS**

 Sheila Taylor stated that Recycle Day is this Saturday at Flushing High School. Staff has been working with the Flushing Township Police Department on a plan for traffic control.

### **IX. ADJOURNMENT**

 Ms. Durgan adjourned the meeting at 11:30 a.m.

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

Draft

**MEMORANDUM**

**TO:** Members of the Genesee County Allocation Committee

**FROM:** Sheila Taylor, Principal Planner  
Genesee County Metropolitan Planning Commission

**DATE:** October 26, 2017

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

The following transfers were requested by the local units of government.

Amount	From Project	To Project	Comments
\$43,556	2016 City of Grand Blanc Sidewalk Improvements  IDIS#: 2214  Acct.# 316.4012.1081	2016 Demolition of Blighted Structures  IDIS#: New Project  Acct.# Not set up yet	Cost for Sidewalk Project exceeded available funds.

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



**MEMORANDUM**

**TO:** Members of the Genesee County Allocation Committee

**FROM:** Sheila Taylor, Principal Planner  
Genesee County Metropolitan Planning Commission

**DATE:** October 26, 2017

**SUBJECT:** **Transfer of Neighborhood Stabilization Program Funds**

Staff is requesting the following transfers.

Amount	To Project	From Project	Comments
\$510.77	NSP 1 Activity 5 – Purchase, Rehab, Resale Very Low Income  Acct.# 318/4015/1085	NSP 1 Activity 7 – Homebuyer Assistance  Acct.# 318/4015/1072	The funds in Homebuyer Assistance are no longer necessary, as funding for the servicing of Metro Community Development loans now comes from the collection of mortgage payments.
\$5,575.63	NSP 3 Activity 10 – Purchase, Rehab, Resale Very Low Income  Acct.# 311/4019/1085	NSP 3 Activity 16 – Homebuyer Assistance  Acct.# 311/4019/1072	

At this time, staff is requesting approval of the Community Development Program fund transfers by the Allocation Committee.

