

**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
July 27, 2017 11:00 a.m.**


MINUTES

The Allocation Committee met at 11:00 a.m. on Thursday, July 27, 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:** Brad Dick, Christine Durgan, Jeff Lutze, Karen Miller, Kim Courts, and Sheila Taylor.


Absent: Ellen Ellenburg, David Martin, Paula Zelenko, Mark Emmendorfer, and Stephen Fuhr.

Others Present: Anna Pinter and Nichole Odette.


III. MINUTES OF THE MAY 25, 2017 MEETING

 **Motion: Action:** Approve, **Moved by** Karen Miller, **Seconded by** Kim Courts, to approve the minutes of the May 25, 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 Grand Blanc Charter Township has requested to transfer \$24,545 from their demo project, which is no longer moving forward, to their infrastructure project. Forest Township has completed a terrace seating area project at the Senior Center, so the remaining \$821.63 in funding will be recaptured and available for other projects that need additional funding.

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


VI. NEIGHBORHOOD STABILIZATION PROGRAM (NSP) & HOME PROGRAM PARTICIPATING LENDER AGREEMENTS

 Anna Pinter stated that these agreements are the same as the agreements that were approved in May for Chemical Bank, however, staff is proposing a three year agreement with these two banks instead of one year. Staff has been working successfully with both Chase Bank and Fifth Third Bank for several years. The agreements have been forwarded to Corporation Counsel for review.

 **Motion: Action:** Approve, **Moved by** Kim Courts, **Seconded by** Karen Miller, to approve entering into agreements with Chase Bank and Fifth Third Bank for the purpose of providing financial assistance to NSP and HOME DPA Program homebuyers.

Motion passed unanimously.

VII. HUD UPDATE


 Anna Pinter stated that the CAPER is our 2016 program year evaluation report for HUD. Approximately \$1.2 million in CDBG program funds were spent to complete many projects including the demolition of 8 single family homes, the demolition of the Ramada Inn, sidewalks in Montrose and Otisville, as well as senior center operations in several communities. The Home Improvement Program completed 26 projects using both CDBG and HOME funds. The HOME program spent over \$750,000 by completing three new builds with Habitat for Humanity and by assisting 12 households with Tenant Based Rental Assistance. The Emergency Solutions Grant program spent over \$85,000 by assisting 916 people with shelter, homeless prevention, and rapid re-housing. Approximately 40% of those assisted were children. Over \$565,000 was leveraged during the program year, including a state Blight Grant, which helped to fund the Ramada Inn demolition. Habitat for Humanity only requests 55% of the funding needed for their project costs, so they leverage in kind donations and donations from churches. State lead work for the Home Improvement Program was also leveraged. Kim Courts asked for the location of the new Habitat for Humanity home in Flint Township. Anna Pinter stated that the vacant lot is on Calkins Road near Stonehenge subdivision, however, it is a 2017 Habitat for Humanity project and Habitat's 2016 project is just getting underway. Karen Miller commended GCMPC staff for always working hard without many accolades, since not too many people know what the Planning Commission does. Sheila Taylor stated that staff is trying to increase GCMPC's presence on social media, with more Facebook posts and a new Twitter account.

Sheila Taylor stated that the 2017 Action Plan and Request for Release of Funds have been submitted to HUD for review and that staff plans to sign contracts with the local units in August. Although the program year began May 1st and funding hasn't been released, HUD spending deadlines will not change. Staff is available to answer questions and help the local units move their projects along in order to adhere to HUD's deadlines.


Staff will be monitoring several HOME funded rental complexes in the next month to ensure that they are keeping all records and leasing units to the required number of low income clients. Our Housing Inspector will monitor the units to ensure that they are still meeting all codes and that any necessary repairs are completed. After the HOME

monitoring process is complete, staff will begin monitoring the local units' 2015 and 2016 projects.

VIII. OTHER BUSINESS

 Christine Durgan stated that the next Recycle Day is August 26th at Flushing High School. Sheila Taylor stated that both the participation numbers and the waste quantities collected have really increased over the last year and a half. Staff has been working with the Flushing Township Police Department and Flushing school officials on plans to control the flow of traffic for the upcoming event.

IX. ADJOURNMENT

 Ms. Durgan adjourned the meeting at 11:19 a.m.

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