

**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
March 28, 2019 11:00 a.m.**

MINUTES

The Allocation Committee met at 11:00 a.m. on Thursday, March 28, 2019, 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 11:04 a.m.

Ms. Durgan introduced our new Planner, Katlyn Mehl, who will be working in the Community Development Program and asked the Committee members to introduce themselves.

II. ROLL CALL

Present: Brad Dick, Christine Durgan, Jeff Lutze, David Martin, Terry Peck, Kim Courts, Mark Emmendorfer, Sheila Taylor, and Stephen Fuhr.

Absent: Paula Zelenko and Ellen Ellenburg.

Others Present: Damon Fortney, Katlyn Mehl, and Nichole Odette.

III. MINUTES OF THE JANUARY 24, 2019 MEETING

Motion: Action: Approve, **Moved by** Kim Courts, **Seconded by** Terry Peck, to approve the minutes of the January 24, 2019 meeting as presented.

Motion passed unanimously.

IV. COMMUNITY DEVELOPMENT PROGRAM TRANSFER OF FUNDS

Sheila Taylor reviewed the Community Development Program transfer of funds. Several local units completed projects under budget, however, time constraints prevented the communities from funding additional projects. Per HUD, all remaining 2014 HOME funds must be spent, or they will be recaptured. Currently, \$51,947.89 is allocated to the Metro Community Development Affordable Mortgage Program. Staff is proposing to transfer \$40,000 to Habitat for Humanity's 2017 Affordable Housing project and \$11,947.89 to the 2018 HOME HIP project in an effort to spend the funds more quickly. 2015 HOME HIP funds, in the amount of \$51,947.89, will be moved to Metro Community Development's Affordable Mortgage Program to keep the project whole.

Motion: Action: Approve, **Moved by** Steven Fuhr, **Seconded by** Jeff Lutze, to approve the Community Development Program Transfer of Funds.

Motion passed unanimously.

V. LOW/MODERATE INCOME AREA UPDATES

Damon Fortney stated that staff has distributed the new low to moderate income area maps to all local units of government. There are 29 CDBG participating local units, and 19 of those communities have low/mod areas. Some of the projects applied for during the 2019-2021 Call for Projects were affected by the updated maps and staff assisted those communities with new project proposals.

VI. PROGRAM YEARS 2019-2021 CDBG PROPOSED LIST OF PROJECTS

Damon Fortney explained that the pre-application process for the 2019-2021 CDBG project cycle helped to ensure that local units would be applying for eligible projects with their full applications. For the first time, all communities applied for projects at the same time and were able to request which of the three years to receive funding. Not all funding year requests could be accommodated; however, staff tried to grant the requests from local units that were coordinating with other construction projects. Project funding amounts are estimates based on 2018 allocations and will be updated once HUD provides the County with actual allocation amounts. Input from the public and all local units of government will be requested regarding the draft list of 2019-2021 CDBG projects. Staff is currently coordinating three public input sessions, that will be held in conjunction with the transportation division, to receive comments on the 2019 Action Plan, the 2019-2021 CDBG proposed projects, and the 2020-2023 transportation improvement program projects. Discussion ensued.

Motion: Action: Approve, **Moved by** Terry Peck, **Seconded by** Steven Fuhr, to approve the Program Years 2019-2021 CDBG Proposed List of Projects.

Motion passed unanimously.

VII. DRAFT 2019 GENESEE COUNTY ACTION PLAN

Damon Fortney gave an over-view of the draft 2019 Action Plan projects. Funding amounts are estimates based on 2018 allocation amounts and will be updated once HUD provides actual awards. Staff estimates receiving \$1,828,984 in CDBG funds, \$152,398 in Emergency Solution Grant funds, and \$868,520 in HOME funds. Local units held public needs hearings during the application process and a County public needs hearing was held on January 9th. Staff anticipates sending the draft Action Plan out for public comment from April 8th through May 8th, which will include three public input sessions and a public hearing during the Board of Commissioner's Community and Economic Development meeting. The Plan will also be made available to residents at all participating local units. Once actual allocation amounts are received, the updated Action Plan will be submitted to HUD for approval.

VIII. GENESEE COUNTY URBAN COUNTY REQUALIFICATION (FY) 2020-2022

Sheila Taylor explained that all local units of government that participate in the CDBG Program have signed Cooperative Agreements in place with Genesee County. The Agreements are required by HUD in order to qualify for CDBG Entitlement status and ensure that Genesee County and the local units are adhering to federal requirements. The Cooperative Agreements are renewed every three years. The cities of Clio and Davison and the Village of Lennon currently do not participate. Non-participating communities can apply for funding through the State's competitive program, although funding is not guaranteed. Genesee County receives a funding award based upon the

number of participating municipalities and then uses a formula to distribute the funding to communities based upon their population, poverty, and overcrowded housing statistics. The City of Flint receives entitlement funds directly from HUD; therefore, the City is unable to participate in the County's program.

IX. HUD UPDATE

Sheila Taylor stated that HUD checks our bank account 60 days prior to the start of a program year to ensure that the County does not have more than 1.5 times an annual allocation left unspent. Staff was able to meet the March 1st CDBG spending deadline by working with the HIP Contractors and the local units to process reimbursement requests. Staff is now working to spend approximately \$70,000 in HOME Program funds which must be spent by May 31st.

X. OTHER BUSINESS

There was no Other Business.

XI. ADJOURNMENT

Ms. Durgan adjourned the meeting at 11:38 a.m.

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