

**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
January 24, 2019 11:00 a.m.**

MINUTES

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

 **II. ROLL CALL**

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

Absent: Jeff Lutze, Paula Zelenko, and Ellen Ellenburg

Others Present: Damon Fortney and Nichole Odette.

Christine Durgan introduced and welcomed Terry Peck, Flushing Township Treasurer. Mr. Peck has been appointed the Allocation Committee to replace Karen Miller.

 **III. MINUTES OF THE OCTOBER 25, 2018 MEETING**

 **Motion: Action:** Approve, **Moved by** Mark Emmendorfer, **Seconded by** Stephen Fuhr, to approve the minutes of the October 25, 2018 meeting as presented.

Motion passed unanimously.

 **IV. 2019 ALLOCATION MEETING DATES**

 **Motion: Action:** Approve, **Moved by** Kim Courts, **Seconded by** Mark Emmendorfer, to approve the 2019 Allocation Meeting Dates.

Motion passed unanimously.

 **V. HOME AND NEIGHBORHOOD STABILIZATION PROGRAM LENDER AGREEMENTS**

Sheila Taylor reviewed the HOME and NSP lender agreements with Chase, Fifth Third, and Chemical Bank. Both programs provide low to moderate income homebuyers with loans up to \$5,000 for down-payment and closing cost assistance and up to \$25,000 in gap financing. The HOME Program loans are forgiven after five years and the NSP loans depreciate by 10% starting at the sixth year and are forgiven after fifteen years. One NSP property is currently listed for sale, located at 6063 Natchez Drive in the Beecher District.

There are approximately \$700,000 in NSP funds remaining to purchase and rehabilitate additional homes.

 **Motion: Action:** Approve, **Moved by** Kim Courts, **Seconded by** Brad Dick, to approve the HOME Program and Neighborhood Stabilization Program Lender Agreements with Chase Bank, Fifth Third Bank, and Chemical Bank.

Motion passed unanimously.

VI. GENESEE COUNTY PUBLIC PARTICIPATION PLAN

Damon Fortney stated that the Public Participation Plan (PPP) outlines the process staff follows to encourage public participation and inform the public of programs administered by the Planning Commission. The 45-day public comment period ended yesterday with a public hearing held at 5:00 pm. Comments received at the hearing were in regard to no longer posting notices on the outside doors of the County building. Discussion ensued.

 **Motion: Action:** Approve, **Moved by** Stephen Fuhr, **Seconded by** Brad Dick, to approve the Genesee County Public Participation Plan.

Motion passed unanimously.

VII. COMMUNITY DEVELOPMENT PROGRAM TRANSFER OF FUNDS

Damon Fortney explained that Fenton Township completed their Street Improvements project and the remaining \$14,226.49 will be transferred to available funds and allocated to other projects. The City of Montrose completed their Senior Center Operations project and the remaining \$565 will also be transferred to available funds. Thetford Township cancelled their Code Enforcement project due to staffing changes, so the \$2,412 in project funding will be transferred to available funds. Sheila Taylor stated that beginning with the 2019-2021 round of funding, local units will no longer be able to transfer unused funding to new projects. Approximately \$50,000 in unspent funds from previous years is available and will be distributed among local units that requested additional funding in their 2019-2021 project.

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

Motion passed unanimously.

VIII. HUD UPDATE

Sheila Taylor explained that last week our Accounting Supervisor was unable to draw down NSP funds due to the federal shutdown; CDBG and ESG draws have not been affected yet. HUD has stated that funds will be available for projects that are already in place in the IDIS system, which includes our 2018 allocation.

Staff has begun preparing the 2019 Action Plan. Many local units requested 2019 as their project funding year in the 2019-2021 applications, so some projects will be moved to other years. The Action Plan cannot be submitted to HUD for approval, however, until HUD provides actual allocation amounts. Last year, staff received the allocation amounts

in June. A draft Action Plan can go out for public comment with estimated funding amounts, if it is clearly noted that amounts will be adjusted once the actual allocations are received.

The Genesee County Continuum of Care (CoC) receives funding from HUD and therefore is required to perform a point in time count of homeless persons each year. The counts will take place next week at two soup kitchens and two shelters, as well as a street count from 10:00 p.m. to 2:00 a.m. During the street count, individuals will be offered a package of personal care items and GCCARD staff will be on-call with a soup truck to provide a warm meal. Metro Community Development, which provides staff services for the CoC, is still seeking volunteers to help with the counts.



IX. OTHER BUSINESS

There was no Other Business.



X. ADJOURNMENT

Ms. Durgan adjourned the meeting at 10:30 a.m.

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