



**GENESEE COUNTY**  
**METROPOLITAN PLANNING**  
**COMMISSION**

**GENESEE COUNTY**  
**ALLOCATION COMMITTEE MEETING**

**Genesee County Administration Building**  
**1101 Beach Street, Room 301**

**Thursday, March 27, 2025**  
**11:00 A.M.**

**AGENDA**

- I. Call to Order
- II. Roll Call
- \*\*\*III. Minutes of the February 27, 2024 Meeting (attached)
- \*\*\*IV. Grand Blanc Township 2024 CDBG Projects
- \*\*\*V. GCCARD Transfer Requests
- \*\*\*VI. Habitat for Humanity Approval of HOME Funded Project
- VII. County Master Plan Update
- VIII. Regional Housing Plan Update
- IX. HUD Updates
- X. Other Business
- XI. Adjournment

*\*\*\*Indicates Action Item*

NEXT MEETING – April 24, 2025 at 11:00 A.M.

Derek Bradshaw, Director    Christine Durgan, Assistant Director  
**COMMUNITY DEVELOPMENT PROGRAM**

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**COMMUNITY DEVELOPMENT PROGRAM  
ALLOCATION COMMITTEE MEETING  
February 27, 2025 11:00 a.m.**

**MINUTES**

The Allocation Committee met at 11:00 a.m. on Thursday, February 27, 2025, in conference room 301 of the Genesee County Administration Building, 1101 Beach Street, Flint, MI 48502.

**I. Call to Order**

Ms. Chris Durgan called the meeting to order at 11:00 a.m.

**II. Roll Call**

**Present:**

Jeff Lutze, Coetta Adams, Dr. Beverly Brown, Martin Cousineau, Brad Dick, Terry Peck, Christine Durgan, and Sheila Taylor

**Absent:**

Shelley Thompson and Delrico J Loyd.

**Others Present:** Damon Fortney, Gwynneth Coselman, and Theresa LeFavour

There were no members of the public in attendance, nor were any comments received from the public regarding the Allocation Committee meeting or the agenda items.

**\*\*\*III. Minutes of the October 24, 2024 Meeting**

**Motion: Action:** Approve, **Moved by** Terry Peck, **Seconded by** Brad Dick to approve the minutes of the October 24, 2024, meeting as presented.

**Motion passed unanimously.**

**\*\*\*IV. CDBG Funding Recaptures**

Mr. Damon Fortney stated that Forest Township used CDBG funds for Public Facility Improvements with \$1,872.00 remaining after completion of the project. Staff is requesting to recapture the remaining funds to go to available CDBG funds for 2025.

**Motion: Action:** Approve, **Moved by** Dr. Beverly Brown, **Seconded by** Brad Dick to approve the CDBG Funding Recaptures. **Motion passed unanimously.**

**\*\*\*V. Mundy Township Transfer of Funds**

Mr. Fortney stated this request is for Mundy Township 2024 CDBG transfer of funds between projects. The first transfer is from the 2024 Vocational Independence Program to the 2024 Senior Center Operations in the amount of \$5,097.00. The second transfer is from the 2024 Parks Programming to the 2024 Senior Center Operations in the amount of \$5,097.00.

**Motion: Action:** Approve, **Moved by** Terry Peck, **Seconded by** Dr. Beverly Brown, to approve the Mundy Township Transfer of Funds. **Motion passed unanimously.**

**\*\*\*VI. 2025-2029 Consolidated Plan**

Ms. Gwynneth Coselman stated that every year an action plan is sent to HUD. Every five years staff are required to complete a five-year consolidated plan. This plan incorporates goals for the next five years in addition to the yearly action plan. This is being developed in conjunction with the county's master plan update. Incorporated into the plan are aspects from the Housing Condition Survey, housing and affordability, and homelessness. It is anticipated to receive \$14 million in funding over the next five years spread amongst the CDBG, HOME and ESG programs. Provided in the Agenda packet is a list of projects for Program Year 2025. Staff identified how all the projects meet the County's Common Purpose. Discussion ensued.

**VII. County Master Plan Update**

Mr. Fortney stated that the County Master Plan Update is happening along with the consolidated plan. Since the October meeting, progress has been made on data collection and mapping. Two open houses have taken place; public survey was distributed and comments used to develop vision and actions; one-on-one interviews with key stakeholders in the community have been held, and a Master Plan Steering Committee has been formed with ten technical reports reviewed.

**VIII. HUD Updates**

Ms. Sheila Taylor stated that as of today, funds are still available to access through HUD. Staff were able to meet the timeliness deadline. Staff began monitoring individual units of government. HUD requires that staff go on site and monitor to make sure files are being kept, documents are being kept, and program requirements are followed. Financial staff is looking at the financial side to make sure records and CDBG funding are being kept separate as required.

The Small City representative on the committee is no longer an elected official. Staff have reached out to Small Cities to find out if they will be recommending a new appointee. This is on the Small City's agenda for the March 5, 2025, meeting. Once small cities have made a recommendation, it will go to the Board of Commissioners for final approval.

**IX. Other Business**

Dr. Beverly Brown requested that the environmental assessment process be explained for the ARPA projects. Ms. Coselman explained that 90% of the assessment can be made by staff, however determinations of historical significance must be determined by a qualified contractor. Once a determination is made, the assessment is sent to the State Historic Preservation Office where an official letter of determination is issued. With some projects, the federal treasury also wants to review prior to signing of contract. Discussion ensued.

**X. Adjournment**

Ms. Durgan adjourned the meeting at 11:27 am.

Respectfully submitted,  
Theresa LeFavour, Secretary  
Genesee County Metropolitan Planning Commission

DRAFT



**GENESEE COUNTY**  
**METROPOLITAN PLANNING COMMISSION**

**MEMORANDUM**

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

**FROM:** Gwynneth Coselman, Planning Specialist  
 Genesee County Metropolitan Planning Commission

**DATE:** March 27, 2025

**SUBJECT:** **Grand Blanc Township 2024 Community Development Block Grant Projects**

Grand Blanc Township is requesting to move funds from its 2024 Recreation Program project to the 2024 Senior Center Operations project. The Grand Blanc Township Board voted to make this recommendation. The requested transfer is shown below. The Center will use this additional funding for computer/technology classes as well as a senior aerobics class.

Grand Blanc Township is also requesting to move funds from its 2024 Public Improvement Senior Center Multi-Use Courts project to the 2024 Public Improvements Senior Center Doors project. The Grand Blanc Township Board voted to make this recommendation. The requested transfer is shown below.

Amount	From Project	To Project
\$2,667.00	2024 Recreation Program IDIS#: 2829 Acct#: 2340-704.17-899.000	2024 Senior Center Operations IDIS#: 2828 Acct#: 2340-704.17-899.000
\$18,000.00	2024 Public Improvements (Senior Center Multi-Use Courts) IDIS#: 2841 Acct#: 2340-704.16-899.000	2024 Public Improvements (Doors) IDIS#: 2840 Acct#: 2340-704.16-899.000

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

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**GENESEE COUNTY**  
**METROPOLITAN PLANNING COMMISSION**

**MEMORANDUM**

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

**FROM:** Anthony Kelly, Planning Specialist  
 Genesee County Metropolitan Planning Commission

**DATE:** March 27, 2025

**SUBJECT: GCCARD Transfer Requests**

The Genesee County Community Action Resource Department is requesting to transfer the remaining balance from its 2023 Homeless Prevention project to its 2024 Homeless Prevention project. Homeless Prevention funding is used for rental arrears, rental application fees, security deposits, utility payments, housing stability case management, mediation, legal services, and credit repair. The remaining 2023 funding will be used for Housing Stability Case Management administrative costs and will be spent down before utilizing 2024 Homeless Prevention funds. The requested transfer is shown below.

Amount	From Project	To Project
\$3,510.15	2023 GCCARD Homeless Prevention IDIS#: 2805 Acct#: 2350-704.15-899.000	2024 GCCARD Homeless Prevention IDIS#: 2864 Acct#: 2340-704.17-899.000

At this time, staff is recommending approval of the Emergency Solution Grant Program fund transfer by the Allocation Committee.

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COMMISSION**

**MEMORANDUM**

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

**FROM:** Anthony Kelly, Planning Specialist  
Genesee County Metropolitan Planning Commission

**DATE:** March 27, 2025

**SUBJECT:** **Habitat for Humanity Approval of HOME Funded Project**

Genesee County Habitat for Humanity is proposing to build three homes on Clairmont Ave in Flint Twp. The homes will be accessible, have Energy Star rated appliances and Water-sense fixtures, 2x6 construction that will allow for increased insulation, and non-toxic building materials will be utilized. The homes will be sold to low-moderate income buyers. This project will be funded with \$450,000 of HOME funds.

The Genesee County 2023 Action Plan was approved by the Genesee County Board of Commissioners on April 19, 2023. As part of this plan, the HOME Investment Partnerships project with Habitat for Humanity received approval, however, this project was delayed due to an extended environmental review process.

At this time, staff is requesting approval from the Allocation Committee to commit \$450,000 of HOME funds to this project. The Habitat for Humanity HOME Agreement is being reviewed by Corporation Counsel, after which it will be sent to the Community & Economic Development Committee in April.

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