



**GENESEE COUNTY  
ALLOCATION COMMITTEE MEETING**

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

**Thursday, January 5, 2023  
11:00 A.M.**

**AGENDA**

- I. Call to Order
- II. Roll Call
- \*\*\*III. Minutes of the September 22, 2022 Meeting (attached)
- \*\*\*IV. Cedarwood HOME Agreement (attached)
- V. Program Updates
  - A. HOME-ARP Allocation Plan (attached)
  - B. CARES Act (attached)
  - C. 2023 Action Plan (attached)
- \*\*\*VI. 2023 Meeting Dates (attached)
- VII. HUD Update
- VIII. Other Business
- IX. Adjournment

\*\*\*Indicates Action Item

**NEXT MEETING – January 26, 2023 at 11:00 A.M.**

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

1101 Beach Street – Room 111, Flint, Michigan 48502-1470 • (810) 257-3010 • [www.gcmpc.org](http://www.gcmpc.org)  
An Equal Opportunity Organization • Equal Housing Opportunity



**COMMUNITY DEVELOPMENT PROGRAM  
ALLOCATION COMMITTEE MEETING  
September 22, 2022 11:00 a.m.**

**MINUTES**

The Allocation Committee met at 11:00 a.m. on Thursday, September 22, 2022, in conference room 222 of the Genesee County Administration Building, 1101 Beach Street, Flint, MI 48502.

**I. CALL TO ORDER**

Sheila Taylor called the meeting to order at 11:02 a.m.

**II. ROLL CALL**

**Present:**

Shelley Thompson, Gary Peppin, Brad Dick, Terry Peck, Jeff Lutze, Meredith Davis, Sheila Taylor

**Absent:**

Mark Emmendorfer, Ellen Ellenburg, Colleen Brown and Chris Durgan

**Others Present:** Damon Fortney, Cody Roblyer and Renate Soto

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 JULY 28, 2022 MEETING**

**Motion: Action:** Approve, **Moved by** Gary Peppin, **Seconded by** Meredith Davis, to approve the minutes of the July 28, 2022 meeting as presented.

**Motion passed unanimously.**

**\*\*\*IV. COMMUNITY DEVELOPMENT PROGRAM TRANSFER OF FUNDS**

Damon Fortney reviewed the requested transfer of funds. These transfers are for projects that were completed and closed out with a small balance remaining. This project funding will be recaptured and will go back into available CDBG funds. The projects included in this transfer are Mt. Morris Township Youth Program, Mundy Township Vocational Independence Program, Gaines Township Senior Center Operations, Fenton Township Parks & Recreation Program, Flint Township Food Pantry, Flint Township Crime Prevention and Grand Blanc Township Safety Program. At this time, staff is recommending approval of the Community Development Program fund transfers by the Allocation Committee. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Terry Peck, **Seconded by** Meredith Davis, to approve the Community Development Program Transfer of Funds.

**Motion passed unanimously.**

**\*\*\*V. NEIGHBORHOOD STABILIZATION PROGRAM (NSP), NEIGHBORHOOD PURCHASE REHAB AND RESALE PROGRAM (NPRR) AND HOME PROGRAM PARTICIPATING LENDER AGREEMENTS**

Cody Roblyer presented information about the NSP, NPRR and HOME programs. He stated that 3 lenders applied to participate in these programs: Ross Mortgage Corporation, 5<sup>th</sup> 3<sup>rd</sup> Bank and Mortgage One Corporation. Mr. Roblyer explained that under the NPRR and NSP programs, newly rehabilitated homes are sold to eligible home buyers by providing down payment and financing assistance. The HOME program assists income eligible homebuyers achieve homeownership by providing up to \$5000.00 in down payment and closing cost assistance. Mr. Roblyer explained that for GCMPC to partner with these lenders, GCMPC staff developed formal agreements to ensure compliance with the program rules. After reviewing these lender applications, staff is requesting approval to enter into agreements with Ross Mortgage Corporation, Fifth Third Bank and Mortgage 1 Corporation for the purpose of providing financial assistance to NSP, NPRR and HOME DPA Program homebuyers.

**Motion: Action:** Approve, **Moved by** Terry Peck, **Seconded by** Brad Dick, to approve the Neighborhood Stabilization Program (NSP), Neighborhood Purchase Rehab and Resale Program (NPRR) and HOME Program Participating Lender Agreements.

**Motion passed unanimously.**

**\*\*\*VI. VIENNA TOWNSHIP TRANSFER REQUEST**

Damon Fortney explained that Vienna Township is currently under project contract to install sidewalks. Once the Township began working with an engineer for this project, it was determined that the costs were much higher than expected, due to rising material costs, and the need to acquire easements and wetland mitigation. Mr. Fortney stated that Vienna Township is requesting the funds to be transferred to the purchase of a new van/bus for the Clio Area Senior Center. A van that was purchased with CDBG funds previously, was totaled in a collision earlier this year. Insurance will cover a portion of the replacement cost, but additional funds are needed as vehicle prices have increased. The environmental review process was completed today. Staff is requesting approval to transfer CDBG funds from the sidewalk project to the purchase of a new vehicle. Discussion ensued. Sheila Taylor explained that staff considers this a special exception because the van purchase was a previous project.

**Motion: Action:** Approve, **Moved by** Gary Peppin, **Seconded by** Meredith Davis, to approve the Vienna Township Transfer Request.

**Motion passed unanimously.**

**VII. HUD UPDATE**

Sheila Taylor explained that staff would begin a county-wide housing study. Genesee County was allocated \$3,000,000 in HOME ARP funding and certain at-risk populations, such as homeless people, Veterans, domestic violence victims, etc., are to be focused on for rental housing and homelessness prevention, etc. An Allocation Plan is required to

assess what the needs of the community are and to inform HUD how the money will be spent. Staff will be looking at the housing needs for the County as a whole and will use the results from the housing study to complete the Allocation Plan. Staff has started putting together an outline and gathering data for the housing study, to determine what type of housing is needed in Genesee County.

**VIII. OTHER BUSINESS**

Cody Roblyer spoke about the recent Recycle Day Events and the adjustments that were made such as switching to an appointment only format. These changes have alleviated long wait times and traffic congestion at events. However, our long-term goal is to establish a permanent facility to dispose of household hazardous waste, for County residents to utilize on a weekly basis, rather than waiting for the few events that we sponsor throughout the year, to dispose of accumulated Household Hazardous Waste (HHW). Mr. Roblyer explained that staff is in the process of determining a cost estimate and what would be involved in opening a County HHW facility, starting with personally visiting HHW sites in other counties, to start gathering information and data.

Sheila Taylor stated that we have received our 2022 funding and staff has begun signing contracts with local units of government and agencies so that those projects can get started. Ms. Taylor also stated that staff has been visiting local units of government to conduct monitoring of their CDBG projects to ensure compliance with the program rules and regulations.

**IX. ADJOURNMENT**

Ms. Taylor adjourned the meeting at 11:22 a.m.

Respectfully submitted,  
Renate Soto, Secretary  
Genesee County Metropolitan Planning Commission



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

**MEMORANDUM**

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

**FROM:** Sheila Taylor, Division Manager  
Genesee County Metropolitan Planning Commission

**DATE:** January 5, 2023

**SUBJECT: Cedarwood Apartments HOME Investment Partnerships Loan**

Cedarwood Limited Dividend Housing Association Limited, now owned by the Shelter of Flint, received \$500,000 of Genesee County HOME Investment Partnerships funding in 1999 to assist with the construction of Cedarwood Apartments. This property has 100 units of affordable senior housing located at 1700 Cedarwood Drive, Flushing, Michigan.

Currently, Cedarwood has a Genesee County HOME Assistance Program Mortgage for which the payment of \$500,000 will be due in full in 2034, 35 years after the loan was granted. Shelter of Flint has an additional mortgage on the property with another lender. Shelter of Flint would like to refinance the property in order to reduce the interest rate for the other loan which will increase their cash flow annually.

Shelter of Flint is requesting that Genesee County agree to repayment of \$250,000 of the HOME mortgage at the time of refinancing the other loan. The balance of the mortgage, along with the ½% interest, will be forgiven to utilize funding for needed repairs at Shelter of Flint affordable housing properties. As the stability of affordable housing in Genesee County is a great need, and the partial repayment of the loan does not hinder the HOME program, staff recommends the refinance of the Cedarwood property.

At this time, Genesee County Metropolitan Planning Commission staff is requesting a recommendation of approval to the Community and Economic Development Committee to receive the reduced payment of \$250,000 from the Shelter of Flint as payment in full for the HOME mortgage due to Genesee County HOME Investment Partnership program.

Derek Bradshaw, Director    Christine Durgan, Assistant Director

**COMMUNITY DEVELOPMENT PROGRAM**

1101 Beach Street – Room 111, Flint, Michigan 48502-1470 • (810) 257-3010 • [www.gcmpc.org](http://www.gcmpc.org)

An Equal Opportunity Organization • Equal Housing Opportunity





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

**MEMORANDUM**

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

**FROM:** Sheila Taylor, Division Manager  
Genesee County Metropolitan Planning Commission

**DATE:** January 5, 2023

**SUBJECT: HOME-ARP Allocation Plan Update**

Staff has begun drafting the Home Investment Partnerships – American Rescue Plan (HOME-ARP) Allocation Plan that is required to be developed to receive additional funding from the U.S. Department of Housing and Urban Development (HUD) amounting to \$3,044,050 in HOME-ARP funds. This money must be spent on projects to assist those that are homeless and other vulnerable populations. Eligible activities include the development of rental housing, tenant-based rental assistance, and supportive services such as homeless prevention, housing counseling, and legal services.

The HOME-ARP Allocation Plan must include consultations, public involvement, data analysis as well as how funding will be distributed among eligible activities. To date, staff has completed consultation interviews with various key stakeholders, a public input survey, and an analysis of housing needs and gaps in the community. Next steps include determining funding priorities and finalizing the HOME-ARP Allocation Plan document. The draft plan will be presented at the next Allocation Committee meeting prior to starting the required 15-day public comment period. Final plan approval is anticipated at the February Allocation Plan meeting.



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





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

**MEMORANDUM**

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

**FROM:** Sheila Taylor, Division Manager  
 Genesee County Metropolitan Planning Commission

**DATE:** January 5, 2023

**SUBJECT: CARES Act Update**

Staff continues to work with local units of government and non-profit agencies on several CARES Act-funded projects.

CDBG-CV

Ongoing projects include public services and public facility improvements. A list of projects currently underway are below. A total of \$1,594,038 has been spent to date.

| Agency                                | Description  | Amount Funded | Contract End Date |
|---------------------------------------|--|---------------|-------------------|
| Shelter of Flint                      | Playground equipment, utilities, digital announcement board, cleaning, WiFi upgrades | \$82,451.00   | 12/31/2022        |
| Vocational Independence Program (VIP) | Installation of new hoop house and irrigation system                                 | \$25,000.00   | 12/31/2022        |
| City of Burton                        | Outdoor concrete patio/seating area at Burton Senior Center                          | \$24,000      | 12/31/2022        |
| City of Flushing                      | ADA Pedestrian crossing signals - Main Street @ Maple & Cherry Streets               | \$25,523      | 12/31/2022        |
| City of Grand Blanc                   | New concrete pavilion/seating area at Grand Blanc Senior Center                      | \$22,760      | 12/31/2022        |
| City of Linden                        | Restroom renovation at Linden Library  | \$15,000      | 12/31/2022        |
| St. Luke NEW Life Center              | Automatic doors, touchless fixtures in bathrooms and kitchen, parking lot repairs    | \$62,940      | 12/31/2022        |
| Genesee County Jail                   | Dryer Installation   | \$37,699      | None              |

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

1101 Beach Street – Room 111, Flint, Michigan 48502-1470 • (810) 257-3010 • www.gcmpc.org  
 An Equal Opportunity Organization • Equal Housing Opportunity



ESG-CV

Current ESG-CV projects include emergency shelter operations, facility improvements and homelessness prevention assistance. A list of current projects is shown below. A total of \$650,413 has been spent to date.

| <b>Agency</b>       | <b>Description</b>   | <b>Amount Funded</b> | <b>Contract End Date</b> |
|---------------------|--|----------------------|--------------------------|
| GCYC                | Phase 2 - Window Replacement, garage door repairs, siding repairs, kitchen floor replacement, shelving, restroom renovation, water damage repair, and painting.                            | \$92,000             | 12/31/2022               |
| Shelter of Flint    | Staff costs for Case Manager, COVID Health Educator, Resident Program Coordinator, Property Maintenance, 2nd Shift Resident Assistant  | \$181,661            | 6/30/2023                |
| GCCARD              | Rent/Utility and security deposit assistance, staff wages  | \$50,000             | 6/30/2023                |
| Family Promise      | Purchase and renovation of a recreational vehicle that would serve as a mobile emergency shelter at 31 churches across Genesee Co; program operating costs including salaries and supplies | \$162,000            | 6/30/2023                |
| MADE Institute      | Renovation of home purchased from Land Bank (637 E. Parkway) to be used as transitional housing  | \$67,200             | 6/30/2023                |
| My Brother's Keeper | New computer workstations, replace light fixtures  | \$39,467             | 6/30/2023                |
| Catholic Charities  | Operating costs for Cooling Center, Landlord Incentives  | \$60,872             | 6/30/2023                |



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

**MEMORANDUM**

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

**FROM:** Sheila Taylor, Division Manager  
Genesee County Metropolitan Planning Commission

**DATE:** January 5, 2023

**SUBJECT:** **2023 Action Plan Update**

Staff is currently drafting the 2023 Action Plan which includes CDBG, ESG, and HOME projects and activities for Program Year 2023, and an explanation of how the activities will help achieve goals of the 2020-2024 Consolidated Plan. 2023 ESG and HOME applications were accepted until December 2<sup>nd</sup>. A Public Needs Hearing was held on November 30<sup>th</sup> to give the public an opportunity to provide input to be included in the Action Plan.

Staff received 3 HOME applications and 10 ESG applications which were reviewed for eligibility and scored. ESG funding recommendations will be brought to the Flint & Genesee County Continuum of Care (CoC) for approval to ensure projects are consistent with community needs. Staff will also begin the environmental review process for these new project applications. CDBG projects for 2023 were previously reviewed and approved as part of the 2022-2024 CDBG Call for Projects. A draft of the 2023 Action Plan will be provided to the Allocation Committee for review at the next meeting in January.

Derek Bradshaw, Director    Christine Durgan, Assistant Director

**COMMUNITY DEVELOPMENT PROGRAM**

1101 Beach Street – Room 111, Flint, Michigan 48502-1470 • (810) 257-3010 • [www.gcmpc.org](http://www.gcmpc.org)

An Equal Opportunity Organization • Equal Housing Opportunity





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

**GENESEE COUNTY**  
**ALLOCATION COMMITTEE**  
**2023 MEETING DATES**

The Genesee County Allocation Committee members will meet at **11:00 a.m.** on the **4<sup>th</sup> Thursday** of each month at the Genesee County Administration Building, 1101 Beach Street, 3rd Floor, Room 301, Flint, MI, 48502, Genesee County Metropolitan Planning Commission Conference Room.

**JANUARY 26, 2023**

**FEBRUARY 23, 2023**

**MARCH 23, 2023**

**APRIL 27, 2023**

**MAY 25, 2023**

**JUNE 22, 2023**

**JULY 27, 2023**

**AUGUST 24, 2023**

**SEPTEMBER 28, 2023**

**OCTOBER 26, 2023**

**\*NOVEMBER 30, 2023**

**DECEMBER 28, 2023**

**\*Fifth Thursday due to Thanksgiving Holiday**

Derek Bradshaw, Director    Christine Durgan, Assistant Director

**COMMUNITY DEVELOPMENT PROGRAM**

1101 Beach Street – Room 111, Flint, Michigan 48502-1470 • (810) 257-3010 • [www.gcmpc.org](http://www.gcmpc.org)

An Equal Opportunity Organization • Equal Housing Opportunity

