



GENESEE COUNTY
METROPOLITAN PLANNING
COMMISSION

GENESEE COUNTY
ALLOCATION COMMITTEE MEETING

Genesee County Administration Building
1101 Beach Street, Room 222

Thursday, November 18, 2021
11:00 A.M.

AGENDA

- I. Call to Order
- II. Roll Call
- ***III. Minutes of the October 14, 2021 Meeting (attached)
- ***IV. Allocation Meeting Dates for 2022 (attached)
- ***V. Budget Transfer Request – Genesee Township
- ***VI. Village of Goodrich Contract Amendment
- ***VII. Community Development Program Transfer of Funds
- VIII. 2022 Action Plan – Update
- IX. HUD Update
- X. Other Business
- XI. Adjournment

NEXT MEETING – December 16, 2021 at 11:00 A.M.

****Indicates Action Item*

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

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**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
October 14, 2021 11:00 a.m.**

MINUTES

The Allocation Committee met at 11:00 a.m. on Monday, October 14, 2021, in the Conference Room of the Genesee County Metropolitan Planning Commission (GCMPC), 1101 Beach Street, Room 222, Flint, Michigan.

I. CALL TO ORDER

Christine Durgan called the meeting to order at 11:07 a.m.

II. ROLL CALL

Present:

Brad Dick, Christine Durgan, Colleen Brown, Shelley Thompson, Meredith Davis, Terry Peck, and Shelia Taylor.

Absent: Jeff Lutze, Mark Emmendorfer, Ellen Ellenburg, and Debra Newman.

Others Present: Damon Fortney and Jill Floeter.

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

A. Minutes of the August 26, 2021 Meeting

Motion: Action: Approve, **Moved by** Meredith Davis, **Seconded by** Colleen Brown, to approve the minutes of the August 26, 2021 meeting as presented.

Motion passed unanimously.

IV. APPROVAL OF ESG-CV PROJECTS

Damon Fortney stated in September, staff released an application for Emergency Solutions Grant (ESG-CV) through the CARES Act, applications were due September 27th. Four applications for funding were received and staff has reviewed and scored the completed eligible applications. Mr. Fortney stated that project will be split into two phases; contract approval will be requested for activities that can begin immediately. For activities requiring a more in-depth environmental review, staff will request contract approval once the environmental process is completed. Staff is requesting approval of the projects listed below to be funded with Emergency Solutions Grant-CARES funding: Genesee County Youth Corporation: Phase 1: Window coverings, and computer software updates in the proposed amount of \$13,000.00. Phase 2: Window replacement, garage door repair, siding repair, kitchen floor replacement, shelving, restroom

renovation, water damage repair, and painting in the proposed amount of \$92,000.00. Total Project Cost: \$105,000.00.

My Brother's Keeper: Phase 1: Shelter advisor, administrative clerk, laundry staff, and purchase of new truck in the proposed amount of \$91,580.00. Phase 2: Window replacements in the proposed amount of \$60,000.00. Total Project Cost: \$151,580.00.

Discussion ensued.

Motion: Action: Approve, **Moved by** Brad Dick, **Seconded by** Shelley Thompson, to approve the ESG-CV Projects.

Motion passed unanimously.

V. COMMUNITY DEVELOPMENT PROGRAM TRANSFER OF FUNDS

Mr. Fortney stated the program year has ended so these programs had a remaining balance that will be recaptured and put back into Genesee County CDBG Program Funds. These are the following transfers:

- 2020 Village of Goodrich Senior Center Operations; amount recaptured: \$4,307.00
- 2020 Gaines Township Senior Center Operations; amount recaptured: \$1,820.00
- 2020 Mundy Township Vocation Independence Program; amount recaptured: \$374.42
- 2020 Flint Township Crime Prevention Program; amount recaptured: \$309.55
- 2020 Legal Services of Eastern Michigan Fair Housing Program; amount recaptured: \$312.18
- 2020 Richfield Township Senior Center Operations; amount recaptured: \$346.44

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

Motion passed unanimously.

VI. HUD UPDATE

Shelia Taylor stated the recaptured funds that Damon discussed will go back into our available funding. Ms. Taylor stated in the next month or two staff will begin the 2022 action plan. Ms. Taylor explained a list of projects has been compiled for 2022 so available funding will be distributed to the approved projects. Staff just signed contracts for 2021 funds a month ago. Ms. Taylor also stated some of the CARES funding helped purchase a grant management program called Neighborly, staff has an advanced training this afternoon which will include ten staff members in our office. A training will be scheduled with agencies, HIP contractors, and local units of government to teach them how to utilize the Neighborly software system. Lastly, Ms. Taylor stated if you go to our website GCMPC.org the Home Improvement Program application can be accessed for any residents in need of home improvements via the new Neighborly software. Christine Durgan stated an Urgent Home Repair Program has just been launched also for urgent home repair needs, for example a roof, furnace, well, or septic. That application can also be found on the GCMPC.org website.

Discussion ensued.

VII. OTHER BUSINESS

None

VIII. ADJOURNMENT

Ms. Durgan adjourned the meeting at 11:28 a.m.

Respectfully submitted,
Jill Floeter, Secretary
Genesee County Metropolitan Planning Commission

Draft



GENESEE COUNTY
METROPOLITAN PLANNING
COMMISSION

GENESEE COUNTY
ALLOCATION COMMITTEE
2022 MEETING DATES

The Genesee County Allocation Committee members will meet at **11:00 a.m.** on the **4th Thursday** of each month at the Genesee County Administration Building, 1101 Beach Street, 2nd Floor, Flint, MI, 48502, Genesee County Metropolitan Planning Commission Conference Room.

JANUARY 27, 2022

FEBRUARY 24, 2022

MARCH 24, 2022

APRIL 28, 2022

MAY 26, 2022

JUNE 23, 2022

JULY 28, 2022

AUGUST 25, 2022

SEPTEMBER 22, 2022

OCTOBER 27, 2022

***NOVEMBER 17, 2022**

DECEMBER 22, 2022

***Third Thursday due to Thanksgiving Holiday**

Derek Bradshaw, Director Christine Durgan, Assistant Director

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MEMORANDUM

TO: Members of the Genesee County Allocation Committee

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

DATE: November 18, 2021

SUBJECT: Budget Transfer Request – Genesee Township

Genesee Township has requested a transfer of funds between the 2020 Public Facility Improvements project and the 2021 Infrastructure Improvements project. The Public Facility Improvements project was completed under budget with a balance of \$42,881 remaining. Genesee Township would like to utilize the remaining funds towards their Infrastructure Improvements project as described below.

Amount	From Project	To Project	Comments
\$42,881.00	2020 Genesee Township Public Facility Improvements IDIS#: 2507 Acct#: 2340-704.16-899.000	2021 Genesee Township Infrastructure Improvements IDIS#: 2595 Acct#: 2340-704.16-899.000	Transfer of unspent funds from Public Facility Improvements to Infrastructure Improvements.

At this time, staff is recommending approval of the Community Development Program fund transfer and contract amendment by the Allocation Committee.



**AMENDMENT to Subrecipient Agreement Between
The County of Genesee
And
Genesee Township**

THIS AGREEMENT, made as of the _____ day of _____, **2021** between the County of Genesee, acting by and through the:

Genesee County Metropolitan Planning Commission
Community Development Program
Room 111, 1101 Beach Street, Genesee County Administration Building
Flint, Michigan 48502

Hereinafter referred to as the "Grantee", and

Genesee Township
7244 N. Genesee Road
Genesee, MI 48437

Hereinafter referred to as the "Subrecipient", and

WHEREAS, the Grantee has applied for and received funds from the United States Government under Title I of the Housing and Community Development Act of 1974, as amended (HCD Act), Public Law 93-383; and

WHEREAS, the Grantee wishes to amend the Subrecipient Agreement for Genesee Township's 2021 Infrastructure Improvements project, for the purpose of adding \$42,881.00 transferred from the township's 2020 Public Facility Improvements project.

NOW, THEREFORE, it is agreed between the parties hereto that;

I. SCOPE OF SERVICE

A. Activities

The following activities are eligible under the 2021 Community Development Block Grant program:

Genesee Township – Infrastructure Improvements

Genesee Township shall fund milling and asphalt resurfacing of George Street between Carpenter Road and Kurtz Avenue. This improvement will extend the service life of the roadway.

This activity will be funded with \$112,871.00 of 2021 Genesee County CDBG funds from the original contract, and \$42,881.00 of 2020 Genesee County CDBG funds transferred from the 2020 Public Facility Improvements project, for a total of **\$155,752.00**.

II. TIME OF PERFORMANCE

Services of the Subrecipient shall start on the 4th day of August, 2021 and end on the 3rd day of August, 2022. The term of this Agreement and the provisions herein shall be extended to cover any additional time period during which the Subrecipient remains in control of CDBG funds or other CDBG assets, including program income.

III. PAYMENT

It is expressly agreed and understood that the total amount to be paid by the Grantee under this Agreement shall not exceed **\$155,752.00**. Grantee will disburse Project funds for the payment of eligible expenses and reimbursement payments shall be made for eligible contract activities and in accordance with performance.

Payments may be contingent upon certification of the Subrecipient's financial management system in accordance with the standards specified in 24 CFR 85.20.

CERTIFICATION

In witness whereof, the foregoing provisions to this Agreement have been examined by the undersigned and the parties have caused this Contract to be executed by their duly authorized agents.

County's Authorized Representative

Subrecipient's Authorized Representative

County's Witness

Subrecipient's Witness

Date

Date



MEMORANDUM

TO: Members of the Genesee County Allocation Committee

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

DATE: November 18, 2021

SUBJECT: **Community Development Program Transfer of Funds**

The following transfers are for projects that are now complete and will be closed out with HUD and within the County's system.

Amount	From Project	To Project	Comments
\$2,994.14	2020 Mt. Morris Township Senior Center Operations IDIS#: 2512 Acct#: 2340-704.17-899.000	Genesee County CDBG Program Funds Acct#: 2340-704.03-899.000	Project complete, recapture remaining balance.
\$2,606.35	2020 Mt. Morris Township Code Enforcement IDIS#: 2514 Acct#: 2340-704.07-899.000	Genesee County CDBG Program Funds Acct#: 2340-704.03-899.000	Project complete, recapture remaining balance.
\$791.80	2020 Vienna Township Arts Programming IDIS#: 2520 Acct#: 2340-704.17-899.000	Genesee County CDBG Program Funds Acct#: 2340-704.03-899.0000	Project complete, recapture remaining balance.
\$710.59	2020 GCCARD ESG-CV Homelessness Prevention IDIS#: 2526 Acct#: 2338-704.15-899.000	Genesee County ESG-CV Program Funds Acct#: 2338-704.03-899.000	Project complete, recapture remaining balance.



\$2,300.00	2020 My Brother's Keeper ESG-CV Shelter Improvements IDIS#: 2550 Acct#: 2338-704.16-899.000	Genesee County ESG-CV Program Funds Acct#: 2338-704.03-899.000	Project complete, recapture remaining balance.
\$1,088.75	2020 Genesee County Youth Corporation ESG-CV Shelter Operations IDIS#: 2550 Acct#: 2338-704.10-899.000	Genesee County ESG-CV Program Funds Acct#: 2338-704.03-899.000	Project complete, recapture remaining balance.
\$5,399.08	2020 Shelter of Flint ESG-CV Shelter Operations IDIS#: 2550 Acct#: 2338-704.10-899.000	Genesee County ESG-CV Program Funds Acct#: 2338-704.03-899.000	Project complete, recapture remaining balance.
\$77,382.25	2020 Catholic Charities CDBG-CV Rental Asst. IDIS#: 2545 Acct#: 2336-704.19-899.000	Genesee County CDBG-CV Program Funds Acct#: 2336-704.03-899.000	Project complete, recapture remaining balance.
\$7,039.52	2020 Metro Community Development CDBG-CV Rental Asst. IDIS#: 2546 Acct#: 2336-704.19-899.000	Genesee County CDBG-CV Program Funds Acct#: 2336-704.03-899.000	Project complete, recapture remaining balance.

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



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MEMORANDUM

TO: Members of the Genesee County Allocation Committee

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

DATE: November 18, 2021

SUBJECT: 2022 Action Plan - Update

Staff will begin drafting the 2022 Action Plan in the upcoming months which will include CDBG, ESG, and HOME projects and activities for Program Year 2022, and an explanation of how the activities will help achieve goals of the 2020-2024 Consolidated Plan. 2022 ESG and HOME applications will be accepted through the Neighborly portal beginning November 10th until December 10th. 2022 CDBG projects were previously reviewed and approved as part of the 2022-2024 CDBG Call for Projects.

A Public Needs Hearing will be held during the Community & Economic Development Committee meeting on December 8th to give the public an opportunity to provide input to be included in the Action Plan. A draft of the 2022 Action Plan will be provided to the Allocation Committee for review in January.



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VIII

