



GENESEE COUNTY METROPOLITAN
PLANNING COMMISSION

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION COMMUNITY DEVELOPMENT PROGRAM

1101 Beach Street – Room 223, Flint, Michigan 48502-1470 • (810) 257-3010 • www.gcmnpc.org



DEREK BRADSHAW
DIRECTOR-COORDINATOR

CHRISTINE A. DURGAN
ASSISTANT DIRECTOR

**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
Thursday, November 21, 2019
11:00 A.M.
GCMPC Conference Room, 2nd Floor**

Revised AGENDA

- I. Call to Order
- II. Roll Call
- ***III. Minutes of the October 24, 2019 Meeting (attached)
- ***IV. Genesee Township 2019-2021 CDBG Project Request (attached)
- ***V. ESG Budget Transfer Request – Shelter of Flint (attached)
- ***VI. 2020 Meeting Dates (attached)
- VII. HUD Update
- VIII. Other Business
- IX. Adjournment

****Indicates Action Item*



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

MINUTES

The Allocation Committee met at 11:00 a.m. on Thursday, October 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, Kim Courts, Sheila Taylor, Stephen Fuhr, and Terry Peck.

Absent: Ellen Ellenburg, Mark Emmendorfer, Jeff Lutze, and Paula Zelenko.

Others Present: Damon Fortney and Nichole Odette.


 **III. MINUTES OF THE AUGUST 22, 2019 MEETING**

 **Motion: Action:** Approve, **Moved by** Stephen Fuhr, **Seconded by** Kim Courts, to approve the minutes of the August 22, 2019 meeting as presented.

Motion passed unanimously.

 **IV. BUDGET TRANSFER REQUEST – FLUSHING TOWNSHIP**

Damon Fortney explained that Flushing Township has completed their 2017 Removal of Architectural Barriers project with \$1,922.45 in funds remaining. The Township has requested to move the remaining funds to their 2017 Blight Elimination & Prevention project, which will help to fund the demolition of two blighted properties. The project is expected to be completed by the end of the year.

 **Motion: Action:** Approve, **Moved by** Terry Peck, **Seconded by** David Martin, to approve the transfer of \$1,922.45 from Flushing Township's 2017 Removal of Architectural Barriers project to the Township's 2017 Blight Elimination & Prevention project.

Motion passed unanimously.

 **V. BUDGET TRANSFER REQUEST – VIENNA TOWNSHIP**

Damon Fortney explained that Vienna Township completed two 2018 Public Facilities Improvements projects this summer, one to pave a municipal parking lot and another to replace the floor tile at the Clio Area Senior Center. The paving project came in under

budget and the remaining \$19,584 in funds were transferred to the floor replacement project. The floor replacement project is now complete, with \$9,791.60 in funds remaining. Vienna Township is requesting to transfer the remaining funds to their 2018 Blight Elimination & Prevention project, which will help fund the demolition of additional homes. The project is expected to be completed by the end of the year.

 **Motion: Action:** Approve, **Moved by** Kim Courts, **Seconded by** Steven Fuhr, to approve the transfer of \$9,791.60 from Vienna Township's 2018 Public Facilities Improvements project to the Township's 2018 Blight Elimination & Prevention project.

Motion passed unanimously.

VI. 2020-2024 CONSOLIDATED PLAN UPDATE

Damon Fortney explained that the 2020-2024 Genesee County Consolidated Plan for the Community Development Program contains the needs within the County and the goals to address those needs using CDBG, HOME, and ESG funding over the next five years. The Plan currently includes 2020 CDBG projects and the 2020 HOME and ESG projects will be added following the upcoming call for projects. The Consolidated Plan is usually drafted in the spring prior to the start of the program year; however, staff wanted to include the Plan within the *Genesee: Our County, Our Future* planning document. A public comment period and approval for the 2020-2024 Genesee County Consolidated will take place next spring.

VII. HUD UPDATE

Sheila Taylor stated that the 2020 HOME and ESG call for projects will be released next week. The ESG applications are distributed through the Continuum of Care, while the HOME applications are sent to local units of government and home agencies, including Habitat for Humanity and Communities First.

During July, HUD performed an on-site monitoring review of the 2018 program year HOME and ESG programs. The HUD representative also visited Habitat for Humanity and two of the ESG funded agencies. The exit interview with the HUD representative went well and no concerns were reported. Staff has since received a letter from HUD indicating four findings were issued; two findings for the HOME program and two for the ESG program. Staff is drafting a response letter with supporting documentation to dispute all findings, as the four items were not requested for review by the HUD monitor.

Staff is currently in the final stages of completing the draft *Genesee: Our County, Our Future* plan. The draft plan will be presented to this committee for review and comment prior to requesting final approval.

HUD will check our bank account March 1st, which is sixty days prior to the start of the next program year, to ensure that not more than 1.5 times our annual allocation is left unspent. As of two weeks ago, approximately \$900,000 needed to be spent. Many road projects are just finishing, and local units are submitting year-ending billings, so staff will have a better idea of how much needs to be spent after the next couple of weeks.

Christine Durgan is now managing the Home Improvement Program and a second Inspector has been hired; however, staff is still looking for additional contractors to participate in the Program.

 **VIII. OTHER BUSINESS**

There was no Other Business.

 **IX. ADJOURNMENT**

Ms. Durgan adjourned the meeting at 11:19 a.m.

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

Draft



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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 21, 2019

SUBJECT: Genesee Township 2019-2021 CDBG Project Request

In early 2019, CDBG projects for 2019-2021 were approved and a specific year was assigned to each project. Two of the approved projects for Genesee Township included:

1. 2020 Infrastructure Improvement project, for the milling and asphalt resurfacing of George Street between Carpenter Road and Kurtz Avenue. Funded at \$112,871.00.
2. 2021 Public Facilities Improvement project, for milling and asphalt resurfacing of the parking lot located at the south end of the Eastside Senior Center. Funded at \$109,129.00.

Genesee Township has requested that these two projects switch funding years, so that the Public Facilities Improvement project can take place in 2020, and the Infrastructure Improvement project in 2021. Since both projects are funded at roughly the same amount, this will not have any impact on other CDBG projects. Project amounts are estimates based on 2018 funding. Amounts will be adjusted if needed once HUD awards are received. Contracts have not yet been signed for either project.

At this time, staff is requesting approval of the Allocation Committee for the switch in years between the two projects. This recommendation will go to the Community and Economic Development Committee for action on December 4, 2019.



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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 21, 2019

SUBJECT: ESG Budget Transfer Request – Shelter of Flint

Staff has determined that due to a rounding error, ESG Administration was over-funded by \$437.52 from the 2019 Emergency Solutions Grant (ESG). Since ESG funds are capped for Administration, Emergency Shelter, and HMIS, additional funds cannot be added to those categories. To correct this, staff is requesting to transfer \$437.52 of 2019 ESG funds from Administration to the Shelter of Flint's Rapid Rehousing project.

Amount	From Project	To Project	Comments
\$437.52	2019 ESG Administration IDIS#: 2469 Acct#: 309.4013.52005	2019 Shelter of Flint – Rapid Rehousing IDIS#: 2472 Acct#: 309.4013.56179	Currently programmed administration funds exceed the cap for this category. The transfer will correct this.

At this time, staff is requesting approval by the Allocation Committee to transfer \$437.52 from 2019 ESG Administration to the Shelter of Flint's 2019 Rapid Rehousing project. This recommendation will go to the Community and Economic Development Committee for action on December 4, 2019.



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GENESEE COUNTY ALLOCATION COMMITTEE 2020 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 23, 2020

FEBRUARY 27, 2020

MARCH 26, 2020

APRIL 23, 2020

MAY 28, 2020

JUNE 25, 2020

JULY 23, 2020

AUGUST 27, 2020

SEPTEMBER 24, 2020

OCTOBER 22, 2020

***NOVEMBER 19, 2020**

****DECEMBER 17, 2020**

***Third Thursday due to Thanksgiving Holiday**
**** Third Thursday due to Christmas Holiday**



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