

**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
May 28, 2020 11:00 a.m.**

MINUTES

The Allocation Committee met at 11:00 a.m. on Thursday, May 28, 2020 via a Conference Call due to the closure of the Genesee County Administration Building in response to the COVID-19 pandemic.

I. CALL TO ORDER

Christine Durgan called the meeting to order at 11:04 a.m.

II. ROLL CALL

Present: Christine Durgan, Brad Dick, David Martin, Ellen Ellenburg, Mark Emmendorfer, Sheila Taylor, and Terry Peck.

Absent: Colleen Brown, Steven Fuhr, Kim Courts, and Jeff Lutze.

Others Present: Damon Fortney, Katie Mehl, Andy Trudeau, and Nichole Odette.

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

III. MINUTES OF THE APRIL 20, 2020 MEETING

Motion: Action: Approve, **Moved by** Ellen Ellenburg, **Seconded by** Mark Emmendorfer, to approve the minutes of the April 20, 2020 meeting as presented.

Motion passed unanimously.

IV. CARES ACT FUNDING

Damon Fortney explained that Genesee County will receive approximately \$1.6 million in federal CARES Act funding, which must be spent on projects in response to the impacts of the COVID-19 pandemic. Examples of eligible CDBG projects are business assistance, rental and utility assistance, and supplies and services related directly to COVID response. The ESG funds may be utilized for emergency shelter operations, improvements to shelter facilities, and homeless prevention activities. Staff sent a survey to the local units and all Continuum of Care agencies to determine the needs in their communities, as well as what funding they expect to receive due to the pandemic. Based on the feedback provided, staff developed a draft list of five project categories, Business Assistance, COVID Response, Basic Need Assistance, Rental and Utility Assistance, and Administration. The funding would be evenly distributed, with \$216,844 allocated to each category. Three project categories are proposed for the ESG funding, Emergency Shelter Operations, Emergency Shelter Facility Improvements, and Administration. Staff will

reserve \$200,000 of the \$553,817 ESG award for future projects that may arise due to the pandemic, as there is a two-year time frame to spend the funding. Once the list of projects is approved, staff will develop project applications and begin a Call for Projects. Staff will request guidance from HUD on the documentation that will be required to demonstrate that the projects are pandemic related. CDBG funding must be used to benefit low to moderate income residents and cannot be used in governmental offices. Discussion ensued.

Motion: Action: Approve, **Moved by** David Martin, **Seconded by** Ellen Ellenburg, to approve the proposed projects and to begin a CARES Act Call for Projects.

Motion passed unanimously.

V. TRANSFER OF COMMUNITY DEVELOPMENT PROGRAM FUNDS

Damon Fortney explained that Mt. Morris Township has completed their 2017 Demolition and Clearance project with a balance of \$4,120.75. The Township has requested to transfer the remaining funds to their 2019 Demolition and Clearance project. Genesee Township completed their 2015 Demolition and Clearance project over the winter with \$730.75 remaining. Staff is requesting to recapture the funding and transfer it to available CDBG funds.

Motion: Action: Approve, **Moved by** Mark Emmendorfer, **Seconded by** Ellen Ellenburg, to approve the transfer of \$4,120.75 from the 2017 Mt. Morris Township Demolition and Clearance project to the 2019 Mt. Morris Township Demolition and Clearance project, and the transfer of \$730.75 from the 2015 Genesee Township Demolition and Clearance project to available CDBG funds.

Motion passed unanimously.

VI. EMERGENCY SOLUTIONS GRANT (ESG) TRANSFER TO CATHOLIC CHARITIES

Damon Fortney explained that the Shelter of Flint has decided to no longer serve as the County's Housing Assessment Resource Agency (HARA), and to focus solely on emergency shelter operations. The HARA provides centralized intake and housing assessments for homeless individuals and administers the One Stop resource phone line. Catholic Charities has successfully applied to become the new HARA for Genesee County. The Shelter of Flint is currently under contract for two 2019 ESG projects, Rapid Rehousing and Homeless Prevention. Staff is proposing to transfer the remaining project balances to Catholic Charities. The remaining funds include \$16,768.58 for Rapid Rehousing and \$9,427.00 for Homeless Prevention.

Motion: Action: Approve, **Moved by** Ellen Ellenburg, **Seconded by** Brad Dick, to approve entering into two contracts with Catholic Charities, one for Rapid Rehousing and one for Homeless Prevention.

Motion passed unanimously.

VII. FOREST TOWNSHIP 2020 CDBG PROJECT REQUEST

Katie Mehl explained that projects for 2019-2021 were approved in early 2019. Forest Township was approved for two 2020 Public Facility Improvement projects at the Senior Center. Recently, the Senior Center was moved to a new location where CDBG funds cannot be used for the improvements. Forest Township would like to replace the two

Public Facility Improvement projects with one Infrastructure Improvement project that will fund limestone resurfacing on Cemetery Road from Wilson Road to approximately 2550' south. The project will be funded at \$13,228, which is the same amount as the two original projects.

Motion: Action: Approve, **Moved by** Mark Emmendorfer, **Seconded by** David Martin, to approve switching the two Forest Township 2020 Public Facility Improvements projects to an Infrastructure Improvements project for Plan Year 2020.

Motion passed unanimously.

VIII. NEIGHBORHOOD STABILIZATION PROGRAM (NSP) CHANGES

Christine Durgan explained that in 2009, Genesee County received \$10 million from HUD to rehabilitate or demolish vacant and foreclosed properties under the Neighborhood Stabilization Program (NSP). The Program is still an open activity with approximately \$800,000 in funds remaining. In an effort to close-out the NSP Program, staff would like to request that HUD approve changes to the Program. Katie Mehl went over the proposed changes to the NSP Program and three items that will be submitted to HUD for approval, including the addition of Opportunity Zones as target areas, the transfer of all current and future NSP Program income to the CDBG Program, and the creation of a new project under the CDBG Program called Neighborhood Purchase/Rehab/Resale Program (NPRR). The goal of the NPRR Program is to boost/stabilize property values and infuse funds into solid neighborhoods to keep the tax base strong. Staff is proposing to move \$200,000 from the CDBG HIP Program into this new project to create a base fund. Staff will finalize details for the new NPRR Program while HUD is reviewing the request. Discussion ensued.

Motion: Action: Approve, **Moved by** Mark Emmendorfer, **Seconded by** Terry Peck, to give approval for staff to submit a request to HUD to add Opportunity Zones as target areas to the NSP Program, to transfer all current and future NSP Program income to the CDBG Program to be deposited under a new project called the NPRR Program, and transfer \$200,000 from the CDBG Home Improvement Program to the NPRR Program.

Motion passed unanimously.

IX. HUD UPDATE

Sheila Taylor stated that staff has submitted the 2021-2024 Consolidated Plan and 2020 Action Plan to our HUD representatives in Detroit. They have 30 days to review the Consolidated Plan/Action Plan before sending it to Washington to request the release of our funding. In order for Genesee County to remain a HUD Entitlement Community, the process of Urban Requalification is required to take place every three years, whereby local units confirm that they will remain in or opt-out of the County's Community Development Program. The number of participating local units of government determine how much funding the County receives. Staff has been contacting the remaining local units that have not submitted their responses. Once all responses are received, staff will send the requalification documents to HUD for review and approval. On May 20th, staff attended a HUD All-Grantee meeting via Zoom, which provided helpful guidance in managing the CARES Act funding.

X. OTHER BUSINESS

Sheila Taylor stated that the Recycle Day Event scheduled for June 20th has been cancelled. There are still two proposed weekday events scheduled for July and August, however, staff has not advertised the events yet and will continue to monitor pandemic-related safety guidelines prior to making a determination on holding the events. Staff will upload an official cancellation of the June 20th event to the County's Facebook page.

XI. ADJOURNMENT

Ms. Durgan adjourned the meeting at 11:43 a.m.

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