

**COMMUNITY DEVELOPMENT PROGRAM  
ALLOCATION COMMITTEE MEETING  
May 25, 2023 11:00 a.m.**

**MINUTES**

The Allocation Committee met at 11:00 a.m. on Thursday, May 25, 2023, 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, Colleen Brown, Brad Dick, Terry Peck, Martin Cousineau, Chris Durgan and Sheila Taylor

**Absent:**

Dale Weighill, Mark Emmendorfer, Shelley Thompson and Ellen Ellenburg

**Others Present:** Damon Fortney, Anthony Kelly 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 MARCH 23, 2023 MEETING**

**Motion: Action:** Approve, **Moved by** Terry Peck, **Seconded by** Brad Dick, to approve the minutes of the March 23, 2023 meeting as presented.

**Motion passed unanimously.**

**\*\*\*IV. Mt. Morris Township Transfer Request**

Mr. Damon Fortney stated that we have a request for transfer of funds for Mt. Morris Township. They recently completed two infrastructure projects-resurfacing of Bates Road, Rochdale Road and Camborne Court. The total for these projects was about \$150,000.00 and they came in under budget with \$34,372.00 left in unspent CDBG funds. The township board is requesting those funds be re-distributed to three other projects currently under contract: Senior Center Operations, Youth Program and Job Training Program.

**Motion: Action:** Approve, **Moved by** Martin Cousineau, **Seconded by** Brad Dick, to approve the Mt. Morris transfer request as presented.

**Motion passed unanimously.**

**\*\*\*V. Recapture of CDBG Funds**

Mr. Fortney stated that the City of Burton has three completed projects, the paving of Parkwood Dr. and Scottwood Dr. and a Senior Center patio project, that came in slightly under budget. Since City of Burton does not have any other open projects to move the funds to, staff is requesting the CDBG funds be recaptured.

**Motion: Action:** Approve, **Moved by** Terry Peck, **Seconded by** Martin Cousineau, to approve the recapture of CDBG Funds as presented.

**Motion passed unanimously.**

Discussion ensued.

### **\*\*\*VI. Budget Transfer Request – Emergency Solutions Grant Funds**

Mr. Anthony Kelly stated that during Program Year 2022, Metro Community Development received \$21,497.00 of ESG funding for Homelessness Prevention Services. Metro Community Development was unable to provide matching funds as required by the ESG program. After discussion with some of our ESG Agencies, staff is requesting to transfer these unspent funds from Metro Community Development to My Brother's Keeper.

**Motion: Action:** Approve, **Moved by** Martin Cousineau, **Seconded by** Brad Dick, to approve the Budget Transfer Request for ESG funds as presented.

**Motion passed unanimously.**

### **VII. Regional Housing Partnership**

Mr. Kelly stated the Michigan State Housing Development Authority (MSHDA) has developed Michigan's first Statewide Housing Plan. To implement this plan, the state was divided into 15 regions, with each region having a lead or co-lead agency that will help develop an Action Plan to determine the housing goals and priorities for that region. The GLS Region V Commission falls under the Region H Regional Housing Partnership (RHP), which includes Genesee, Lapeer, Shiawassee, Tuscola, Huron, Sanilac, and St. Clair Counties. Genesee County and Communities First, Inc. are going to be co-leads for this project. MSHDA will provide \$100,000.00 in grant funding to help fund the administration of the Action Plan to be split between the two agencies. Some of the statewide housing targets are to develop or rehab 75,000 housing units which will include 39,000 affordable housing units, 21,500 market rate units, 13,500 possible home ownership opportunities for low-moderate income households, and 1,000 + workforce housing units. Staff is still in the process of defining roles and coordination with Communities First to complete the Action Plan. Staff will be receiving support from MSU Extension to help with facilitation during the Action Plan process. Staff will keep the Committee informed as progress develops.

Discussion ensued.

### **VIII. FY 2024-2026 Cooperative Agreements**

Mr. Fortney stated that every three years, staff begins the Urban County Qualification process otherwise known as cooperative agreements. In order for communities in the county to participate in the CDBG program or HOME program, they are required to have a cooperative agreement with GCMPC. The agreements may be renewed automatically every 3 years unless the community decides to opt out of the program. Staff is in the process of requesting that local communities make that decision and submit a response to staff by June 9. Currently there are 28 communities that are participating

in the program and 4 that have opted out. The City of Davison just recently decided to opt into the program. If a community has opted out, their residents are not eligible for the county's Home Improvement Program, Down Payment Assistance, and the HOME Affordable Housing program. Staff will give Committee members an update at next month's meeting as to how many communities have opted in or out of the program once all responses have been received.

Discussion ensued.

### **IX. HUD Updates**

Ms. Sheila Taylor stated that the program year for our block grants funding ended in April and the 2023 program year started May 1. Staff is beginning to prepare our year-end report, called the CAPER report, which tells HUD how our funding was spent. This report will be presented to Allocation Committee at the July meeting, after the public comment period has ended.

The new income limit chart will be coming out soon and will be emailed out to the committee when received.

Staff has been looking into possible changes to the down-payment assistance program, to present to this committee soon. Currently, the program offers up to \$5,000 for down-payment assistance to low-moderate income homebuyers, but staff is considering recommending increasing that assistance amount.

Around two years ago, GCMPC assisted some small businesses with up to \$10,000 of grant funding, to assist them in staying sustainable and to retain employees during the pandemic. Staff has been monitoring some of those businesses to determine if they have a low-income person employed, which was one of the requirements of the funding.

### **X. Other Business**

Ms. Durgan gave an update about Recycle Days. GCMPC is sponsoring 8 events, two times per month, during the months of May, June, July and August. The May events just concluded this week and registration for the June events will begin on May 30. The appointment system is working very well and in turn, the events have been running very smoothly.

Ms. Taylor stated that last Saturday, the County partnered with the City of Flint to hold a fire recycle event. Around 3,000 tires were collected. There are funds remaining from that grant, so one more event will be held in September.

Commissioner Cousineau inquired as to what the process would be to instate a committee member to take Mark Emmendorfer's position, as he is retiring from Montrose Township. Ms. Durgan stated that staff will send a letter to the township association to request that they nominate a new committee member.

### **XI. Adjournment**

Ms. Durgan adjourned the meeting at 11:26 am.

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