



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, August 22, 2019
11:00 A.M.
GCMPC Conference Room, 2nd Floor**

AGENDA

- I. Call to Order
- II. Roll Call
- ***III. Minutes of the May 23, 2019 Meeting (attached)
- ***IV. Budget Transfer Request - Vienna Township (attached)
- ***V. Vienna Township 2019-2021 CDBG Project Request (attached)
- ***VI. Request for Additional Funding – Tenant Based Rental Assistance (TBRA) Program (attached)
- VII. 2018 Community Development Accomplishments Summary (Handout)
- VIII. Genesee: Our County, Our Future (Presentation)
- IX. HUD Update
- X. Other Business
- XI. Adjournment

***Indicates Action Item



Equal Housing Opportunity

K:\cd\CDMTG\ALLOC\2019\Agenda\August.docx



An Equal Opportunity Organization

Connect with us:



**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
May 23, 2019 11:00 a.m.**

MINUTES

The Allocation Committee met at 11:00 a.m. on Thursday, May 23, 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, Ellen Ellenburg, Paula Zelenko, Sheila Taylor, Stephen Fuhr, and Terry Peck.

Absent: Jeff Lutze, Mark Emmendorfer, and Kim Courts.

Others Present: Derek Bradshaw, Damon Fortney, Katelyn Mehl, and Nichole Odette.

 **III. MINUTES OF THE MARCH 28, 2019 MEETING**

 **Motion: Action:** Approve, **Moved by** Terry Peck, **Seconded by** Brad Dick, to approve the minutes of the March 28, 2019 meeting as presented.

Motion passed unanimously.

 **IV. APPROVAL OF THE 2019 GENESEE COUNTY ACTION PLAN**

Damon Fortney explained that the Action Plan describes all proposed CDBG, ESG, and HOME projects and funding amounts for 2019. A public comment period for the Action Plan took place between April 15th and May 15th and a public hearing was held on May 8th. No comments were received.


 **Motion: Action:** Approve, **Moved by** Stephen Fuhr, **Seconded by** Paula Zelenko, to approve the 2019 Action Plan and for Commissioner Ted Henry to sign the HUD grant submittal and acceptance forms, as well as the budget transfers.

Motion passed unanimously.

 **V. APPROVAL OF THE 2019 GENESEE COUNTY CDBG CONTRACTS**

Sheila Taylor stated that the County is expecting to receive \$1,827,824 in Community Development Block Grant (CDBG) funds from HUD. The CDBG contract language has not changed from last year. Board Chairperson Ted Henry will sign all subrecipient contracts on behalf of Genesee County. Brad Dick asked for more information regarding the paired testing described in the scope of work for the Legal Services of Eastern


Michigan (LSEM) project. Ms. Taylor explained that LSEM is the designed Fair Housing Center for Genesee County and recipient of HUD funding to ensure that fair housing is being practiced across the County. LSEM sends testers of various ethnicities and family sizes to communities throughout the County to determine whether all were treated equally.

 **Motion: Action:** Approve, **Moved by** Paula Zelenko, **Seconded by** Steven Fuhr, to approve the 2019 Community Development Block Grant (CDBG) contracts and for Commissioner Ted Henry to sign the contracts on behalf of Genesee County.

Motion passed unanimously.

VI. APPROVAL OF THE 2019 GENESSEE COUNTY ESG CONTRACTS

Sheila Taylor stated that the County is expecting to receive \$155,000 in Emergency Solutions Grant (ESG) funds for homeless prevention activities. The ESG funding will be awarded to agencies located in the City of Flint, which are eligible because they serve all County residents.

 **Motion: Action:** Approve, **Moved by** Paula Zelenko, **Seconded by** Terry Peck, to approve the 2019 Emergency Solutions Grant (ESG) contracts and for Commissioner Ted Henry to sign the contracts on behalf of Genesee County.

Motion passed unanimously.

VII. APPROVAL OF THE 2019 GENESSEE COUNTY HOME CONTRACTS

Sheila Taylor stated that the County is expecting to receive \$802,589 in Home Investment Partnerships (HOME) funds. Metro Community Development will receive funding to administer the Tennant Based Rental Assistance (TBRA) Program, which helps residents attain permanent housing. The HOME Home Improvement Program for seniors and Habitat for Humanity will also receive 2019 HOME funding. Habitat for Humanity is proposing to build three new construction homes in the City of Mt. Morris.

 **Motion: Action:** Approve, **Moved by** Stephen Fuhr, **Seconded by** Brad Dick, to approve the 2019 Home Investment Partnerships (HOME) Program contracts and for Commissioner Ted Henry to sign the contracts on behalf of Genesee County.

Motion passed unanimously.

VIII. HUD UPDATE

Sheila Taylor stated that our HUD representative, Cheryl Mathis, will be on-site to monitor the HOME and ESG programs in mid-July. The monitoring may include the inspection of properties rehabilitated through the Home Improvement Program or by Habitat for Humanity.

The spending deadline for 2014 HOME funding is May 31st, so staff will be finishing up the draw-down of those funds today in order to meet the deadline.

HUD has released the 2019 income limits. The median income for Flint and Genesee County was \$57,900 last year and is now \$57,300. As a result, the income limits increased for our programs, which will potentially allow more residents to participate.

IX. OTHER BUSINESS

Commissioner Martin announced that the Community and Economic Development Committee meeting has been moved to June 5th so that the Action Plan and the contracts can go before the full Board for approval on June 12th. Ms. Taylor explained that the Action Plan should be submitted to HUD 45 days prior to the start of our program year, which is May 1st; however, staff received the County's allocation amounts from HUD late again this year. HUD will not accept the Plan without the actual allocation amounts included.

Commissioner Ellenburg asked if the replacement of three windows at the Burton Memorial Library would be an eligible project under the CDBG Program. Ms. Taylor stated that at least 51% of the library patrons must be of moderate to low income in order to utilize CDBG Program funding. The Library Privacy Act may not allow staff to gain access to the addresses of library patrons, which would be needed to determine if they were in low/mod census tract areas. Discussion ensued.

Christine Durgan stated that after this meeting staff is holding a housing listening session, so please feel free to stay and participate.

X. ADJOURNMENT

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

Respectfully submitted,
Nichole Odette, Secretary
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.gcmppc.org



DEREK BRADSHAW
DIRECTOR-COORDINATOR
CHRISTINE A. DURGAN
ASSISTANT DIRECTOR

MEMORANDUM

TO: Members of the Genesee County Allocation Committee
FROM: Sheila Taylor, Division Manager
Genesee County Metropolitan Planning Commission
DATE: August 22, 2019
SUBJECT: Budget Transfer Request – Vienna Township

Vienna Township has recently completed their 2018 Public Facilities Improvement project, which funded the paving of two municipal parking lots. This project was completed under budget with \$19,584 remaining.

The Township has a second 2018 Public Facilities Improvement project to replace the existing floor tile at the Clio Area Senior Center. Currently \$17,778 is allocated to this project. The floor replacement bids came in higher than expected, and therefore Vienna Township has requested that the remaining funds from the parking lot project be transferred to the floor replacement project.

Amount	From Project	To Project	Comments
\$19,584.00	2018 Vienna Township Public Facilities Improvement IDIS#: 2365 Acct#: 308.4016.55675	2018 Vienna Township Public Facilities Improvement (Senior Center Floor Replacement) IDIS#: 2366 Acct#: 308.4016.55675	Transferring unused funds from the parking lot project to the senior center floor replacement project.

At this time, staff is requesting approval by the Allocation Committee to transfer \$19,584 from Vienna Township's 2018 Public Facilities Improvement project to Vienna Township's 2018 Public Facilities Improvement project for Senior Center Floor Replacement. This recommendation will go to the Community and Economic Development Committee for action on September 11, 2019.



Equal Housing Opportunity



An Equal Opportunity Organization

Connect with us:



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

MEMORANDUM

TO: Members of the Genesee County Allocation Committee

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

DATE: August 22, 2019

SUBJECT: Vienna 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 Vienna Township included:

1. 2019 Infrastructure Improvement project, for the installation of a sidewalk along Vienna Road between Plaza Drive and Liberty Street. Funded at \$43,648.
2. 2021 Public Facilities Improvement project, for the purchase of a new passenger van for the Clio Senior Center. Funded at \$43,648.

Vienna Township has requested that these two projects switch funding years, so that the Public Facilities Improvement project can take place in 2019, and the Infrastructure Improvement project in 2021. Since both projects are funded at the same amount, this will not have any impact on other CDBG projects. 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 September 11, 2019.



Equal Housing Opportunity



An Equal Opportunity Organization

Connect with us:  

V



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

MEMORANDUM

TO: Members of the Genesee County Allocation Committee

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

DATE: August 22, 2019

SUBJECT: Request for Additional Funding – Tenant Based Rental Assistance (TBRA) Program

Metro Community Development (MCD) currently administers the HOME Tenant Based Rental Assistance (TBRA) program throughout Genesee County. This program provides low-income residents assistance with rent, security deposits, and utilities so that families can maintain stable housing.

Currently, GCMPC provides MCD with an allocation of \$33,000 per year to administer the TBRA program. MCD has recently experienced an increased demand for rental assistance. There are currently five families enrolled in the program, with a waiting list of three additional families needing housing assistance. MCD is requesting an increase in funding for the 2018 grant year (current year) and the 2019 grant year.

For 2018, staff proposes moving unspent HOME funds from 2017 into the current contract. This would increase the 2018 contract by \$9,864.77, for a total of \$42,864. Staff is also requesting that the 2019 funding be increased by \$10,000, for a total of \$43,000. MCD has provided a budget to show that all funds can be fully spent on time, given the current demand for assistance.

Amount	From Project	To Project	Comments
\$9,864.77	2017 HOME Funds – Metro Community Development TBRA Program Acct#: 327.4012.56190	2018 HOME Funds – Metro Community Development TBRA Program Acct#: 328.4012.56190	Move unspent TBRA funds from 2017 to 2018.



Amount	From Project	To Project	Comments
\$9,864.77	2017 HOME Funds – Entitlement Revenue Acct#: 327.4012.23405	2018 HOME Funds – Entitlement Revenue Acct#: 328.4012.23405	Move unspent TBRA funds from 2017 to 2018.
\$10,000.00	2019 HOME Funds – Housing Activities- Projects Acct#: 329.4012.55480	2019 HOME Funds – Metro Community Development TBRA Program Acct#: 329.4012.56190	Increase 2019 TBRA budget from \$33,000 to \$43,000

At this time, staff is requesting approval by the Allocation Committee to transfer \$9,864.77 in unspent 2017 HOME funds to Metro Community Development's 2018 TBRA Program contract and to increase Metro Community Development's 2019 TBRA Program allocation by \$10,000, for a total of \$43,000. This recommendation will go to the Community and Economic Development Committee for action on September 11, 2019.