



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 27, 2020
11:00 A.M.**

**Zoom Conference Call Meeting
Dial-In Number: (312) 626-6799
Access Code: 924 6722 9090**

AGENDA

- I. Call to Order
- II. Roll Call
- ***III. Minutes of the May 28, 2020 Meeting (attached)
- ***IV. Amendment to the 2020-2024 Genesee County Consolidated Plan and 2020 Action Plan (attached)
- ***V. Budget Transfer Request – City of Grand Blanc (attached)
- VI. HUD Update
- VII. Other Business
- VIII. Adjournment

***Indicates Action Item



Equal Housing Opportunity

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**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

Draft



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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 27, 2020

SUBJECT: Amendment to the 2020-2024 Genesee County Consolidated Plan and 2020 Action Plan

The Coronavirus Aid, Relief, and Economic Security Act, also known as the CARES Act, is an economic stimulus bill that has been passed in response to the economic fallout of the COVID-19 Pandemic in the United States. The CARES Act has allocated over 2.5 million dollars to Genesee County to be utilized to prevent, prepare for, and respond to Coronavirus. The incorporation of these funds is included in the Amended Genesee County 2020 Action Plan and 2020-2024 Consolidated Plan. The Amended Genesee County 2020 Action Plan is a comprehensive planning document that identifies the County's overall needs for affordable housing, supportive housing, and community development. The plan outlines a strategy to address those needs in the 2020 Program Year (May 1, 2020 to April 30, 2021). A list of new projects to be added using CARES Act funding is attached.

The Consolidated Plan Amendment will be available for public comment from August 17, 2020 through August 26, 2020 on the GCMPC website at <http://gcmnpc.org/wp-content/uploads/2020/08/ConPlan-Amendment.pdf>. A public hearing will be held during the Genesee County Community and Economic Development Committee (C&ED) meeting on Wednesday, August 26, 2020 at 9:45 a.m. in the Harris Auditorium, 3rd Floor, Genesee County Administration Building. All comments received during the public comment period will be considered and incorporated into the amendment before it is submitted to HUD for approval on or about September 10, 2020.

At this time, staff is requesting approval of the draft Amendment to the 2020-2024 Genesee County Consolidated Plan and 2020 Action Plan.



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CDBG-CV Recommended Funding Amounts (\$1,084,219 total)

Category	Amount Available	Agency	Description	Amount Recommended
<i>Rental & Utility Assistance</i>	\$216,844	Catholic Charities	Up to 3 months of rent, mortgage or utility assistance for income-qualified residents	\$108,422
		Metro	Up to 3 months of rent, mortgage or utility assistance for income-qualified residents	\$108,422
<i>CDBG-CV Administration</i>	\$216,843	GCMPC	GCMPC staff costs	\$200,579
		Catholic Charities	Administration of rental assistance program	\$8,132
		Metro	Administration of rental assistance program	\$8,132
<i>Business Assistance</i>	\$216,844	GCMPC	GCMPC administers grants to small businesses to help with supplies and services needed to stay open during pandemic, or re-open afterwards.	\$216,844
<i>COVID Response</i>	\$216,844		Supplies and Services for Senior Housing facilities directly related to COVID response, including PPE, testing	\$216,844
<i>Basic Needs</i>	\$216,844		Support to local food pantries, farmers markets, and Food Banks	\$216,844

ESG-CV-1 Recommended Funding Amounts (\$553,817 total)

Category	Amount Available	Agency	Description	Amount Recommended
<i>Emergency Shelter Operations</i>	\$75,000	GCYC	Supplies related to COVID including youth mental health aids, computers for telehealth, PPE	\$17,917
		MBK	Supplies related to COVID including PPE, security, and utilities	\$30,016
		Shelter of Flint	Supplies related to COVID including temperature scanner, training materials, computer	\$27,067
<i>Emergency Shelter Facility Improvements</i>	\$225,000	MBK	Improvements to utilize an area of the shelter as isolation space, including new mattresses, flooring, restroom and shower, touchless faucets, and plexiglass	\$59,920
		Shelter of Flint	Improvements include new windows, flooring, showers, and maintenance staff costs	\$165,080
<i>Rapid Rehousing & Homelessness Prevention</i>	\$98,436	GCCARD	Up to 6 months of rent, mortgage or utility assistance for income-qualified residents	\$98,436
<i>ESG-CV-1 Administration</i>	\$55,381	GCMPC	GCMPC staff costs	\$47,998
		GCCARD	Staff costs for administering rental assistance program	\$7,383
<i>COVID Shelter Space</i>	\$100,000		Provide safe space for homeless individuals to be isolated away from COVID-positive individuals staying in emergency shelters	

ESG-CV-2 Recommended Funding Amounts (\$913,288 total)

Category	Amount Available	Agency	Description	Amount Recommended
<i>Emergency Shelter Operations</i>	\$300,000			
<i>Rapid Rehousing & Homelessness Prevention</i>	\$521,960			
<i>ESG-CV-2 Administration</i>	\$91,328	GCMPC	GCMPC staff costs	\$91,328

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MEMORANDUM

TO: Members of the Genesee County Allocation Committee

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

DATE: August 27, 2020

SUBJECT: **Budget Transfer Request – City of Grand Blanc**

The City of Grand Blanc has recently completed their 2019 Public Facility Improvements project, which funded improvements to bathroom facilities at Physician's Park including retrofitting the bathrooms for heating so that they can be utilized year-round by residents, as well as ADA improvements.

The City also has a 2020 Public Facility Improvements project. The City of Grand Blanc has requested that the remaining funds from the 2019 Public Facility Improvement project be transferred to the 2020 Public Facility Improvements project. City of Grand Blanc intends to spend the remaining money by the end of September 2021, when the 2020 contract is set to expire.

Amount	From Project	To Project	Comments
\$2,197.10	2019 City of Grand Blanc Public Facility Improvements Project (Physician's Park Improvements) IDIS#: 2415 Acct#: 319.4016.55675	2020 City of Grand Blanc Public Facility Improvements (Senior Center Improvements) IDIS#: 2489 Acct#: 310.4012.55675	Transfer unused funds from the 2019 Public Facility Improvements project to the 2020 Public Facility Improvements project.

At this time, staff is requesting approval by the Allocation Committee to transfer \$2,179.10 from City of Grand Blanc's 2019 Public Facility Improvements project to City of Grand Blanc's 2020 Public Facility Improvements project for a new total of \$10,542.10. This recommendation will go to the Community and Economic Development Committee for action on September 9, 2020.



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**AMENDMENT to Subrecipient Agreement Between
The County of Genesee
And
City of Grand Blanc**

THIS AGREEMENT, made as of the _____ day of _____, 2020 between the County of Genesee, acting by and through the:

Genesee County Metropolitan Planning Commission
Community Development Program
Room 223, 1101 Beach Street, Genesee County Administration Building
Flint, Michigan 48502

Hereinafter referred to as the "Grantee", and

City of Grand Blanc
203 E. Grand Blanc Road
Grand Blanc, MI 48439

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 2020 Subrecipient Agreement for City of Grand Blanc's 2020 Public Facility Improvements project, for the purpose of adding \$2,197.10 from the City's completed 2019 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 2020 Community Development Block Grant program:

City of Grand Blanc – Public Facility Improvements

The City of Grand Blanc shall fund drainage improvements at the Grand Blanc Senior Center, located at 12632 Pagels Drive, Grand Blanc, MI 48439. Improvements will correct a consistent overflow and drainage issue in the kitchen at this facility.

This activity will be funded with **\$8,363** of 2020 Genesee County CDBG funds and **\$2,179.10** of 2019 Genesee County CDBG funds (for a total of **\$10,542.10**).

II. TIME OF PERFORMANCE

Services of the Subrecipient shall start on the 1st day of August, 2020 and end on 31st day of July, 2021. 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 **\$10,542.10**. 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,