



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.gcmopc.org



DEREK BRADSHAW
DIRECTOR-COORDINATOR

CHRISTINE A. DURGAN
ASSISTANT DIRECTOR

**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
Thursday, September 24, 2020
11:00 A.M.**

**Zoom Conference Call Meeting
Dial-In Number: (312) 626-6799
Access Code: 983 8884 5504**

AGENDA

- I. Call to Order
- II. Roll Call
- ***III. Minutes of the August 27, 2020 Meeting (attached)
- ***IV. Budget Transfer Request – Flint Township (attached)
- ***V. Budget Transfer Request – City of Fenton (attached)
- ***VI. Approval of the 2021-2023 CDBG Application Process (attached)
- VII. CARES Act Update (attached)
- VIII. HUD Update
- IX. Other Business
- X. Adjournment

****Indicates Action Item*



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**COMMUNITY DEVELOPMENT PROGRAM
ALLOCATION COMMITTEE MEETING
August 27, 2020 11:00 a.m.**

MINUTES

The Allocation Committee met at 11:00 a.m. on Thursday, August 27, 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

Sheila Taylor called the meeting to order at 11:00 a.m.

II. ROLL CALL

Present: Brad Dick, Colleen Brown, David Martin, Kim Courts, Mark Emmendorfer, Sheila Taylor, and Terry Peck.

Absent: Christine Durgan, Ellen Ellenburg, Steven Fuhr, and Jeff Lutze.

Others Present: Damon Fortney 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 MAY 28, 2020 MEETING

Motion: Action: Approve, **Moved by** Brad Dick, **Seconded by** Kim Courts, to approve the minutes of the May 28, 2020 meeting as presented.

Motion passed unanimously.

IV. AMENDMENT TO THE 2020-2024 Genesee County Consolidated Plan and 2020 Action Plan

Damon Fortney explained that amending the 2020-2024 Consolidated Plan and 2020 Action Plan is necessary to incorporate the \$2.5 million in CARES Act funding Genesee County will receive from HUD. Projects that utilize CARES Act funding must prevent, prepare for, and respond to the Coronavirus. The public comment period for Consolidated Plan amendment was held from August 17th to August 26th and included a public hearing yesterday during the Community and Economic Development Committee. No comments from the public were received; however, a few comments from local units of government were received and will be incorporated into the amended Plan. Following approval by the County Board, the Amended 2020-2024 Genesee County Consolidated Plan and 2020 Action Plan will be submitted to HUD for approval. HUD is trying to review amendments quickly, so staff anticipates receiving the funding in late September.

Motion: Action: Approve, **Moved by** Mark Emmendorfer, **Seconded by** Brad Dick, to approve the Amended 2020-2024 Genesee County Consolidated Plan and 2020 Action Plan.

Motion passed unanimously.

V. BUDGET TRANSFER REQUEST – CITY OF GRAND BLANC

Damon Fortney stated that the City of Grand Blanc has completed its 2019 Public Facilities Improvements project, which funded improvements to bathrooms located in Physician's Park. The City would like to transfer the remaining \$2,197.10 in funds to their 2020 Public Facility Improvements project for drainage improvements at the Grand Blanc Senior Center.

Motion: Action: Approve, **Moved by** Terry Peck, **Seconded by** Mark Emmendorfer, to approve the transfer of \$2,179.10 from the 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.

Motion passed unanimously.

VI. HUD UPDATE

Sheila Taylor stated that HUD approved Genesee County's 2020 Action Plan and staff has sent all contracts to local units and agencies for their signatures. One contract is on hold until the local unit's SAM registration is complete. All agencies must be registered in www.SAM.gov to receive federal funding. In order to meet HUD's timeliness deadline, staff has been reaching out to local units that need to send in reimbursement requests for completed projects. HUD will check our account on March 1st and as of last week, approximately \$1 million in funding still needs to be spent. HUD has approved our 2019 Consolidated Annual Performance Evaluation Report (CAPER), which details how Genesee County spent its PY 2019 funding.

VII. OTHER BUSINESS

There was no Other Business.

VIII. ADJOURNMENT

Ms. Taylor adjourned the meeting at 11:10 a.m.

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

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: September 24, 2020

SUBJECT: Budget Transfer Request – Flint Township

Flint Township is requesting to transfer unused funding from their 2019 Infrastructure Improvements project to their 2020 Infrastructure Improvements project. The Township had intended to use the funds to install a sidewalk in a low-to-moderate income area in the Township, but due to the Coronavirus Pandemic the project was not carried out.

Amount	From Project	To Project	Comments
\$27,282	2019 Flint Township Infrastructure Improvements IDIS#: 2425 Acct#: 319.4016.55675	2020 Flint Township Infrastructure Improvements IDIS#: 2501 Acct#: 310.4012.55675	Transferring unused funds from the 2019 Infrastructure Improvements project to the 2020 Infrastructure Improvements project.

At this time, staff is requesting approval by the Allocation Committee to transfer \$27,282.00 from Flint Township's 2019 Infrastructure Improvements project to their 2020 Infrastructure Improvements project. This recommendation will go to the Community and Economic Development Committee for action on October 7, 2020.

**AMENDMENT to Subrecipient Agreement Between
The County of Genesee
And
Flint Charter Township**

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

Flint Charter Township
1490 S. Dye Road
Flint, MI 48532

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 Flint Township 2020 Infrastructure Improvements, for the purpose of incorporating additional funding from Genesee County 2019 CDBG funds.

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:

Flint Charter Township – Infrastructure Improvements

Flint Charter Township shall fund the following street improvements and repairs: Reconstruction of the intersection at River Valley Drive and River Birch Drive, milling and resurfacing Hogarth Avenue between Utley Road and Nedra Avenue, milling and resurfacing of Utley Road between Hogarth Avenue and M-21, and milling and resurfacing of Mackin Road between Lavelle Road and the Flint City Limits.

*This activity will be funded with **\$218,258** of Genesee County CDBG funds. (\$27,282 of Genesee County 2019 CDBG funds and \$190,976 of 2020 Genesee County CDBG funds).*

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 **\$218,258**. 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

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: September 24, 2020

SUBJECT: Budget Transfer Request – City of Fenton

The City of Fenton is requesting to transfer unused funding from their 2019 Parks Programming for Seniors project to the 2019 CDBG Home Improvement Program (HIP). Due to the Coronavirus Pandemic, there were not enough senior programs to expend the funding.

Amount	From Project	To Project	Comments
\$2,343.12	2019 City of Fenton Parks Programming for Seniors IDIS#: 2414 Acct#: 319.4018.55515	2019 CDBG Home Improvement Program (HIP) IDIS#: 2476 Acct#: 319.4020.55695	Transferring unused funds from the Senior Programming project to the CDBG Home Improvement Program.

At this time, staff is requesting approval by the Allocation Committee to transfer \$2,343.12 from City of Fenton's 2019 Parks Programming for Seniors project to the 2019 CDBG Home Improvement Program (HIP). This recommendation will go to the Community and Economic Development Committee for action on October 7, 2020.



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MEMORANDUM

TO: Members of the Genesee County Allocation Committee

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

DATE: September 24, 2020

SUBJECT: **Approval of the 2021-2023 CDBG Application Process**

Genesee County will be conducting a call for projects for the Community Development Block Grant Program (CDBG) for Program Years 2021-2023 in October of 2020.

Staff has completed the Draft 2021-2023 Pre-Application Packet, Pre-Application Form, and Full Application for the CDBG Program for Program Years 2021-2023. Estimated allocations of each community will be included in the Pre-Application Packet.

At this time, staff is requesting approval of conducting a call for projects for CDBG for program years 2021-2023.



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MEMORANDUM

TO: Members of the Genesee County Allocation Committee

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

DATE: September 24, 2020

SUBJECT: CARES Act Update

During August, staff completed a Substantial Amendment to the 2020-2024 Consolidated Plan and 2020 Action Plan to include new CARES Act funded projects (shown in the attached list). A public hearing was held on August 26th to review the new projects. The amendment was approved by the Board of Commissioners on September 9th, at which time staff submitted the amendment to HUD for final approval. Once staff receives notice of approval, we will begin signing grant agreements with subrecipients, as well as releasing applications for the following programs: Small Business Assistance, COVID Response, and Basic Needs.

On September 11th, staff received notice that Genesee County will be receiving an additional round of funding through CDBG and the CARES Act, in the amount of \$1,221,403. This brings the total CDBG-CV allocation for Genesee County to \$2,305,622. The ESG-CV allocation for Genesee County is \$1,467,105. The overall total between all CARES Act programs is \$3,772,727. Staff will be working to determine the best use of the additional funds.



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CDBG-CV-1 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 6 months of rent, mortgage or utility assistance for income-qualified residents	\$108,422
		Metro	Up to 6 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

CDBG-CV-3 Part A Recommended Funding Amounts (\$1,221,403 total)

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 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