

**COMMUNITY DEVELOPMENT PROGRAM  
ALLOCATION COMMITTEE MEETING  
June 27, 2024 11:00 a.m.**

**MINUTES**

The Allocation Committee met at 11:00 a.m. on Thursday, June 27, 2024, in conference room 301 of the Genesee County Administration Building, 1101 Beach Street, Flint, MI 48502.

**I. Call to Order**

Christine Durgan called the meeting to order at 11:00 a.m.

**II. Roll Call**

**Present:**

Colleen Brown, Shelley Thompson, Ellen Ellenburg, Martin Cousineau, Brad Dick, Terry Peck, Christine Durgan, Sheila Taylor

**Absent:**

Jeff Lutze, Coetta Adams, Dr. Beverly Brown

**Others Present:** Damon Fortney, Anthony Kelly, Candace Lester

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 April 25, 2024 Meeting**

**Motion: Action:** Approve, **Moved by** Martin Cousineau, **Seconded by** Brad Dick to approve the minutes of the April 25, 2024, meeting as presented.

**Motion passed unanimously.**

**\*\*\*IV. Rosewood Park HOME Investment Partnerships Loan**

Ms. Sheila Taylor stated 21 years ago Rosewood Park, owned by the Shelter of Flint, was loaned \$850,000 for 120 units of affordable housing in Mount Morris. The loan has accumulated interest over that timeframe and is now due in full. Rosewood Park is requesting to amend the contract to meet the same terms given to our current HOME loans, and would repay 50% plus interest accrued to date. They would like to start making an annual payment then in five years refinance at which time the HOME Investment Partnership Loan would be paid off. A lien would be maintained on the property until the loan is paid in full. The stability of affordable housing in Genesee County is a great need, and the partial repayment of the loan does not hinder the HOME program. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Martin Cousineau, **Seconded by** Colleen Brown to approve the Rosewood Park HOME Investment Partnerships Loan. **Motion passed unanimously.**

**\*\*\*V. Neighborhood Stabilization Program (NSP), Neighborhood Purchase Rehab and Resale Program (NPRR) and HOME Program Participating Lender Agreements**

Mr. Anthony Kelly stated a new lender is being proposed for the down payment assistance program, Icon Mortgage. A review is done of every mortgage institution that wants to participate in the program. Once the review is complete, approval is requested from this Committee.

**Motion: Action:** Approve, **Moved by** Martin Cousineau, **Seconded by** Ellen Ellenburg to approve the Neighborhood Stabilization Program (NSP), Neighborhood Purchase Rehab and Resale Program (NPRR) and HOME Program Participating Lender Agreements

**Motion passed unanimously.**

**\*\*\*VI. Recapture of CDBG Funds**

Mr. Damon Fortney stated that the following projects have been completed with funding remaining. Mount Morris Township Infrastructure Improvements finished a project to install entry signage with \$5.00 remaining. The request is to recapture that balance to transfer it back to the available CDBG funds. The City of Grand Blanc CDBG-CV Public Improvements project built a pavilion at the Grand Blanc Senior Center. The amount to be recaptured is \$777.17 to be transferred into the Genesee County Home Improvement Program for urgent repairs. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Martin Cousineau, **Seconded by** Ellen Ellenburg to approve the Recapture of CDBG Funds. **Motion passed unanimously.**

**\*\*\*VII. Genesee Township Transfer Request**

Mr. Fortney stated this is a transfer request from Genesee Township between two projects. There is a Public Facility project at the Genesee Township Senior Center to install a sign outside the center which was completed \$2,438.35 under budget. The request is to move that funding to the Genesee Township Senior Center Operations. He noted that public service projects are capped at 15% of our allocation, currently that allocation is at 8% so there are no conflicts there in this transfer request.

**Motion: Action:** Approve, **Moved by** Terry Peck, **Seconded by** Martin Cousineau to approve the Genesee Township Transfer Request. **Motion passed unanimously.**

**\*\*\*VIII. Forest Township Transfer Request**

Mr. Fortney stated this is a transfer request from Forest Township between two projects. There is an Infrastructure Improvement project which was to improve Wilson Road. This project was applied for in late 2020 and the initial funding amount of \$13,811 is no longer sufficient to complete the project. The cost of the Public Facility Improvements pavilion project at Pettit Park has also increased. The request is to move the funds from the Infrastructure Improvement project into the Public Facilities Improvement project so that one full project can be completed. This will also go to the July 17, 2024 Community and Economic Development Committee meeting.

**Motion: Action:** Approve, **Moved by** Ellen Ellenburg, **Seconded by** Martin Cousineau to approve the Genesee Township Transfer Request. **Motion passed unanimously.**

### **\*\*\*IX. GCCARD Transfer Request**

Mr. Kelly stated in program year 2023, the Family Promise Homeless Prevention project was awarded \$23,401. They are having difficulty spending the funding due to conflicts with the income limits associated with the program because one of their private lenders wants to impact a broader audience above the current income limit. This request is to transfer that funding to Genesee County Community Action Resource Department. They have already spent their Homeless Prevention funding for this program year and have agreed to take on this additional funding.

**Motion: Action:** Approve, **Moved by** Ellen Ellenburg, **Seconded by** Shelley Thompson to approve the Genesee Township Transfer Request. **Motion passed unanimously.**

### **X. 2023 CAPER**

Mr. Fortney presented the program year 2023 Consolidated Annual Performance Evaluation Report (CAPER). The highlights of the report include urgent repair program growth, the common purpose and priorities implemented by the Board of Commissioners, CBDG applications accepted electronically, subrecipient CDBG training sessions, and the Continuum of Care transitioned to the Greater Flint Health Coalition. The total spent across all programs was \$3.4 million. Specifically, for CDBG \$1.9 million with an additional \$310,223 through The Coronavirus Aid, Relief, and Economic Security (CARES) act was spent enabling assistance to 47,000 households with 45 completed projects. Through the Home Improvement Program, 43 single family homes were rehabilitated with 29 being urgent repairs. Through the Emergency Solutions Grant (ESG) funding of \$142,294 and an additional \$499,940 of funding through the CARES Act, 941 people were assisted. The ESG CARES act grant was closed out.

Mr. Kelly presented the projects accomplished through the ESG program. Emergency shelters were provided funding for supplies and operations, assisting 910 families staying in shelters. Homeless prevention funding for rent and utility payments assisted 31 households. Through the CARES act, many households were assisted with eviction prevention funding. Projects to help reduce the spread of COVID were completed such as restroom and window upgrades as well as additional staff funding in the emergency shelters. The first mobile shelter unit was also created. The HOME Investment Partnerships program utilized \$492,372 to rehabilitate 23 homes for seniors, assist 11 households with Tenant Based Rental Assistance, and complete two new affordable housing units.

Mr. Fortney stated the CAPER will be sent to the local units of government for comment. The public comment period will be July 8, 2024 through July 24, 2024 with a public hearing on July 17, 2024. Any public comments will then be incorporated into the report, and it will be submitted to HUD by July 31, 2024. Discussion ensued.

### **XI. HUD Updates**

Ms. Taylor stated that last week Mr. Fortney submitted the 2024 Action Plan to HUD; they have 45 days to review. Mr. Fortney and Mr. Kelly are currently putting contracts together for local units of government and agencies. As soon as HUD sends the grant agreements, the contracts will then be sent to the Board of Commissioner's Chairperson for signature.

The contracts as well as procedures will then be reviewed with the local units and agencies.

Mr. Fortney and Mr. Kelly are also working on getting the local units and agencies to spend any remaining funding they have from 2023. Many of the contracts will end in August. Discussion ensued.

**XII. Other Business**

NONE

**XIII. Adjournment**

Ms. Durgan adjourned the meeting at 11:49 am.

Respectfully submitted,  
Candace Lester, Secretary  
Genesee County Metropolitan Planning Commission