



GENESEE COUNTY METROPOLITAN
PLANNING COMMISSION

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION

1101 Beach Street – Room 223, Flint, Michigan 48502-1470 • (810) 257-3010 • www.gcmplc.org



DEREK BRADSHAW
DIRECTOR-COORDINATOR

CHRISTINE A. DURGAN
ASSISTANT DIRECTOR

GENESEE COUNTY METROPOLITAN
PLANNING COMMISSION MEETING
1101 BEACH STREET, ROOM 223

Tuesday, August 7, 2018
8:00 A.M.

A-G-E-N-D-A

- I. Call to Order
- II. Roll Call
- III. Minutes
 - ***A. Minutes of the July 10, 2018 Regular Meeting (attached)
- IV. Opportunity for Individuals to Address the Commission
- V. Communications
- VI. Committee Reports
 - A. Personnel Committee
- VII. New Business
 - ***A. FPR-06-18-09; City of Swartz Creek, Water Main Improvements (attached)
- VIII. Finances
 - ***A. Contract, Vouchers and Bills (to be distributed)
 - ***B. Commission Expenses and Per Diems (to be distributed)

Alan Himelhoch Chairperson	Alexander H. Isaac Vice-Chairperson	Gloria J. Nealy Secretary	Reggie Smith Commissioner	Martin Cousineau Commissioner	Jeffrey M. Peake Commissioner	Janice Karcher Commissioner	David Martin Commissioner	John Mandelaris Commissioner	Cheryl Sclater Commissioner	Mark Young Commissioner
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AN EQUAL OPPORTUNITY ORGANIZATION

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***C. Financial Update (to be distributed)

IX. Old Business

A. Project Status

***1. 3-C Transportation Planning – July 2018 Status Report (attached)

***2. Environmental Program – July 2018 Status Report (attached)

***3. Community Development Program – July 2018 Status Report (attached)

***4. Genesee County Plan Update – July 2018 Status Report (attached)

***5. Director-Coordinator Report – July 2018 Status Report (attached)

B. Commissioner Comments

X. Adjournment

*** Indicates Action Item

NEXT MEETING: September 4, 2018

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Tuesday, July 10, 2018, 8:00 a.m.

MINUTES

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, July 10, 2018, in the Conference Room of the Genesee County Metropolitan Planning Commission (GCMPC), 1101 Beach Street, Room 223, Flint, Michigan.

 **I. CALL TO ORDER**

Chairperson Himelhoch called the meeting to order at 8:00 a.m.

 **II. ROLL CALL**


Present: Alan Himelhoch, Alexander Isaac, David Martin, Gloria Nealy, Janice Karcher, Jeffrey M. Peake, John Mandelaris, Mark Young, and Reggie Smith.

Absent: Janice Karcher, Martin Cousineau, and Cheryl Sclater.

Others Present: Tracey Tucker, Lauren Chom, Danielle Templeton, Derek Bradshaw, Christine Durgan, Sheila Taylor, Sharon Gregory, Damon Fortney, Cody Roblyer, David Yeoman, and Nichole Odette.

III. MINUTES

 **A. Minutes of the June 5, 2018 Regular Meeting**

 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** Reggie Smith, to approve the June 5, 2018 regular meeting minutes as presented.

Motion passed unanimously.

(Approved minutes are on file in the GCMPC office)

 **IV. OPPORTUNITY FOR INDIVIDUALS TO ADDRESS THE COMMISSION**

No one spoke at this time.

 **V. COMMUNICATIONS**

An informational packet from Geronimo Energy, located in Edina, Minnesota was received.

Groveland Township sent a notice stating they are in the process of updating the Township's Master Plan.

VI. COMMITTEE REPORTS

 **A. Personnel Committee**

John Mandelaris stated that the Personnel Committee reviewed and discussed the Director-Coordinator's self-evaluation and the evaluations submitted by Commissioners.

The Committee composed an evaluation and will discuss it with Derek Bradshaw later this month. The evaluation will be provided to the full Commission for review and adoption at the September meeting.

 **Motion: Action:** Accept, **Moved by** Alexander Isaac, **Seconded by** Gloria Nealy, to accept the report of the Personnel Committee.

Motion passed unanimously.

B. Budget Committee

Derek Bradshaw reviewed the proposed FY 2018-2019 budget. The Retirement line item went up significantly for the two staff in the old retirement plan. We would like the County to consider a way to spread that \$282,694 across all staff. The County requested that each department submit a plan to improve its operations and benefit the County as a whole. Staff is proposing to work with the local units to update and streamline their permitting and zoning processes to encourage development. To do so, staff requested an additional \$100,000 in County appropriations, with match funding to be requested from the local units. The negative \$526,752 for revenue over expenditures is due to Solid Waste carryover collected in a previous year, which cannot be listed as revenue. The final budget will be presented to the Commission after review by the Controller's Office. Discussion ensued.

 **Motion: Action:** Accept, **Moved by** Alexander Isaac, **Seconded by** Jeffrey M. Peake, to accept the report of the Budget Committee.

Motion passed unanimously.

(Documents on file with minutes)

VII. NEW BUSINESS

A. FPR-05-18-06; GISD, Head Start Grant Carryover Funding

David Yeoman gave an overview of FPR-05-18-06; GISD, Head Start Grant Carryover Funding. Lauren Chom and Danielle Templeton from the GISD were present to answer questions and offer additional information. Discussion ensued.

 **Motion: Action:** Endorse, **Moved by** Jeffrey M. Peake, **Seconded by** Mark Young, to endorse FPR-05-18-06; GISD, Head Start Grant Carryover Funding.

Motion passed unanimously.

(Document on file with minutes)

B. FPR-06-18-07; GISD, Early Head Start – Child Care Partnership Grant

Cody Roblyer gave an overview of FPR-06-18-07; GISD, Early Head Start – Child Care Partnership Grant. Lauren Chom and Danielle Templeton from the GISD were present to answer questions and offer additional information.

 **Motion: Action:** Endorse, **Moved by** Jeffrey M. Peake, **Seconded by** Mark Young, to endorse FPR-06-18-07; GISD, Early Head Start – Child Care Partnership Grant.


Motion passed unanimously.

(Document on file with minutes)

C. FPR-06-18-08; GISD, Head Start Supplemental Extension Application

Damon Fortney gave an overview of FPR-06-18-08; GISD, Head Start Supplemental Extension Application. Lauren Chom and Danielle Templeton from the GISD were present to answer questions and offer additional information. Ms. Chom explained that the Office

of Head Start requested that GISD apply for this extension to continue services until a decision is made on the competitive grant applications. Discussion ensued.

 **Motion: Action:** Endorse, **Moved by** Jeffrey M. Peake, **Seconded by** Mark Young, to endorse FPR-06-18-08; GISD, Head Start Supplemental Extension Application.

Motion passed unanimously.

(Document on file with minutes)

VIII. FINANCES

A. Contract, Vouchers and Bills

 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** Jeffrey M. Peake, to approve the July Contract, Vouchers and Bills for a total of \$72,207.19 and to authorize the proper authorities to sign the checks.

Motion passed unanimously.

(Documents on file with minutes)

B. Commission Expenses and Per Diems

 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** Jeffrey M. Peake, to approve the Commission Expenses and Per Diems as submitted.

Motion passed unanimously.

(Documents on file with minutes)

C. Financial Update

Derek Bradshaw reviewed the Financial Update.

 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** Jeffrey M. Peake, to approve the Financial Statements as presented.

Motion passed unanimously.

(Documents on file with minutes)

IX. OLD BUSINESS

A. Project Status

1. 3-C Transportation Planning – June 2018 Status Report

Sharon Gregory reviewed the 3-C Transportation Planning Report.

 **Motion: Action:** Receive & File, **Moved by** Mark Young, **Seconded by** Jeffrey M. Peake, to receive and file the 3-C Transportation Planning report as presented.

Motion passed unanimously.

(Original on file with minutes)

2. Environmental Program Update – June 2018 Status Report

Sheila Taylor stated that the May Recycle Day Event not only broke the record for number of participants, but also the record for amount of waste collected at 164,000 pounds. The first Tuesday Recycle Event at Mott Community College was held on June 12th. Many positive comments were received from the 282 participants. Staff expects approximately 300 vehicles at today's Recycle Event at MCC.

 **Motion: Action:** Receive & File, **Moved by** Mark Young, **Seconded by** Alexander Isaac, to receive and file the Environmental Program report as presented.

Motion passed unanimously.
(Original on file with minutes)

 **3. Community Development Program – June 2018 Status Report**

Sheila Taylor reviewed the Community Development Program report.

 **Motion: Action:** Receive & File, **Moved by** Jeffrey M. Peake, **Seconded by** John Mandelaris, to receive and file the Community Development Program report as presented.

Motion passed unanimously.
(Original on file with minutes)

 **4. Genesee County Plan Update – June 2018 Status Report**

Christine Durgan stated that staff has completed housing surveys for all communities in Genesee County, as well as downtown surveys. Staff will be analyzing approximately 30 different areas of data this summer and a data report will be completed during September. Memorandums of Understanding have been signed with the three communities that won the beautification grants and those projects should be finalized and billed out by the end of the fiscal year.

 **Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** Jeffrey M. Peake, to receive and file the Genesee County Plan Update as presented.

Motion passed unanimously.
(Original on file with minutes)

 **5. Director-Coordinator Report – June 2018 Status Report**

Derek Bradshaw stated that David Yeoman, Planner I, will be leaving as of July 13th. Staff will post a Planner I position as soon as possible.

 **Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** Mark Young, to receive and file the Director-Coordinator report as presented.

Motion passed unanimously.
(Original on file with minutes)

 **B. Commissioner Comments**

Commissioners made comments at this time.

Gloria Nealy gave an update of the Parks and Recreation Commission meetings and events.

 **X. ADJOURNMENT**

Chairperson Himelhoch adjourned the meeting at 9:01 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 Metropolitan Planning Commission

FROM: Jacob Maurer, Planner II

DATE: August 7, 2018

SUBJECT: **FPR-06-18-09; City of Swartz Creek, Water Main Improvements**

I. TYPE AND PURPOSE

The City of Swartz Creek has applied for federal assistance from the U.S. Department of Agriculture (USDA) to upgrade the existing water mains on Chelmsford, Oakview, Miller, Morris, and Bristol Roads. The City is requesting federal funding in the amount of \$5,331,000.

II. POPULATION TO BE SERVED

The proposed USDA grant will benefit City residents living on Chelmsford, Oakview, Miller, Morris, and Bristol Roads by providing necessary upgrades to aging water infrastructure.

III. RELATIONSHIP TO EXISTING PLANS AND POLICIES

The Genesee County Hazard Mitigation Plan suggests water main replacements, such as this City of Swartz Creek's project, to ensure adequate water flow in case of a fire. Water is supplied by Genesee County at the City limits in three locations.

IV. PROGRAM DESCRIPTION

The City of Swartz Creek is planning to replace approximately 22,000 feet of existing water main along Chelmsford, Oakview, Miller, Morris, and Bristol Roads (see map). Most of the current distribution system was developed in the 1960s and 1970s with line sizes between 6-inch to 12-inch in diameter. There have been numerous water main breaks and the City is proposing to bring these segments up to the standard 8-inch diameter or greater as required. Updated hydrants and valves will be included where appropriate, addressing the need for a reliable residential fire flow. These improvements will ensure there is safe drinking water and efficient operation of the public water system.

VII A

- V. RELATIONSHIP OF PROJECT TO PRIOR OR CURRENT GCMPC ACTIONS
FPR-03-10-06; City of Burton, Saginaw Street Water Main Loop Construction
FPR-06-11-02; City of Montrose, Water Main Replacement Project
FPR-03-13-08; City of Burton, Infrastructure Improvements
FPR-08-16-14; City of Burton, Infrastructure Improvements
FPR-09-16-16; City of Flushing, Water System Improvements
FPR-06-17-09; City of Mt. Morris, Roosevelt Water Main
- VI. ASSESSMENT ON PREVIOUSLY AWARDED GRANTS
The City of Swartz Creek has not applied for a similar grant in the past.
- VII. STAFF ANALYSIS
The USDA grant will greatly benefit the City of Swartz Creek by improving a portion of the City's water distribution system. Since 2013, the four identified sections of water main have accounted for nearly 50% of all the City's water main breaks. It is evident that these water main lines have exceeded their design life. The City will coordinate the proposed water main improvements along Chelmsford Road and Oakview Road with the road reconstruction projects identified in the City's approved 20-Year Street Plan.
- VIII. STAFF RECOMMENDATION
Staff recommends that the Genesee County Metropolitan Planning Commission, under authority of the State of Michigan Federal Project Review System, enacted under Executive Order No. 12372, consider at its meeting of August 7, 2018, and endorse the project described as FPR-06-18-09; City of Swartz Creek, Water Main Improvements for the following reasons:
1. The USDA grant will benefit Swartz Creek City residents along the identified routes with safe and reliable drinking water.
 2. The proposed improvements will protect the public health of all City residents.
 3. The project is being strategically coordinated with the planned reconstruction of Chelmsford and Oakview Roads.
 4. The project does not duplicate or conflict with any other projects in Genesee County.

Link to entire FPR application:

http://gcmpr.org/wp-content/uploads/2018/07/FPR-06-18-09_docs_for_web.pdf



DEREK BRADSHAW
DIRECTOR-COORDINATOR

CHRISTINE A. DURGAN
ASSISTANT DIRECTOR

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Jason Nordberg, Principal Planner
Genesee County Metropolitan Planning Commission

DATE: August 7, 2018

SUBJECT: **3-C Transportation Planning – July 2018 Status Report**

Transportation Update

In July staff attended the Michigan Transportation Planning Association (MTPA) conference in Detroit. The conference was well attended by transportation planners from across the state of Michigan. Staff attended sessions related to transit, public involvement strategies, land use, non-motorized, performance measures, transportation funding, freight, environmental justice, innovative highway projects, congestion management, transportation data collection, transportation technologies, and best practices in transportation planning. This was a great training opportunity for staff to keep up on the state of the practice for transportation planning and provided many networking opportunities.

Rideshare

During the month of July, staff provided Rideshare information and referrals to MichiVan on behalf of employees seeking transportation assistance during the day shift at the Total CAE Company, an engineering consulting firm located south of Genesee County. Staff made two referrals to the Genesee County Mass Transportation Authority's Ride to Wellness Program and prepared Rideshare information packets for attendees of the annual Boys & Girls Club charity golf outing. The event was held July 16th at the Flint Golf Club, where over 500 golfers participated.

IX A 1





DEREK BRADSHAW
DIRECTOR-COORDINATOR

CHRISTINE A. DURGAN
ASSISTANT DIRECTOR

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Sheila Taylor, Principal Planner
Environmental Program

DATE: August 7, 2018

SUBJECT: **Environmental Program Update – July 2018 Status Report**

Solid Waste Program

The second Tuesday Recycle Day event of 2018 was held on July 10th from 2:00 p.m. to 6:00 p.m. at Mott Community College. 310 vehicles came through the event to drop off 43,000 pounds of hard-to-dispose of items. Wait times were very minimal with it taking approximately 5 – 10 minutes to get through the site. As a result, many positive comments were received from those who attended the event. This success could not have been achieved without the help of Mott Community College, ERG Environmental Services, Emterra, Jonnie-on-the-Spot, Keep Genesee County Beautiful, ELGA Credit Union, and the City of Flint. The next Recycle Day event is scheduled for Tuesday, August 14th at Mott Community College from 2:00 p.m. to 6:00 p.m.

Staff is in the process of collecting 3rd Quarter Reports from waste haulers, landfills, and transfer stations operating in Genesee County. Most of the reports and required payments have been received, with three waste haulers and one landfill remaining. Staff will continue to reach out to these companies to collect their reports and payments.

Staff provided interactive recycling presentations to kindergartners through high schoolers at the Bethel United Methodist Church summer camp in Flint. Staff also presented to members of the Davison Senior Center. Nearly 50 people were reached through these presentations.

Staff attended a regional Michigan Recycling Coalition meeting that was held on July 12th in Bay City. During the meeting, staff learned about recycling initiatives that other agencies are working on in the area, as well as shared information about the recycling programs that are offered in Genesee County. These regional meetings are a great opportunity to network and get new ideas from other local recycling industry experts.

IX A 2





GENESEE COUNTY METROPOLITAN
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GENESEE COUNTY METROPOLITAN PLANNING COMMISSION COMMUNITY DEVELOPMENT PROGRAM

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DEREK BRADSHAW
DIRECTOR-COORDINATOR

CHRISTINE A. DURGAN
ASSISTANT DIRECTOR

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Sheila Taylor, Principal Planner
Community Development Program

DATE: August 7, 2018

SUBJECT: **Community Development Program – July 2018 Status Report**

Community Development Block Grant Program (CDBG)

During the month of July, staff submitted the Consolidated Annual Performance Evaluation Report (CAPER) for the 2017 Program Year to the U.S. Department of Housing and Urban Development (HUD) for approval.

Staff attended the HUD all grantee meeting via skype. HUD staff presented information on different areas of the community development programs.

HOME Investment Partnerships Program (HOME)

During July, Habitat for Humanity submitted two additional draw requests for a 2016 funded new construction home in Mt. Morris Township. The exterior work is quickly being completed.

Home Improvement Program

During the month of July, the CDBG Home Improvement Program completed one residential unit. This unit was assisted through a Deferred Payment Loan. Expenditures for the month totaled \$20,033 in CDBG funds.

During the month of July, the HOME Home Improvement Program for seniors completed one residential unit. This unit was assisted through a Deferred Payment Loan. Expenditures for the month totaled \$15,717 in HOME funds.

Neighborhood Stabilization Program

During July, staff continued to work with the Realtor and Metro Community Development to finalize the sale of 6047 Penwood Road. Staff also continues to administer the NSP funds and to work with partners to acquire, rehab, sell or demolish homes in target areas of the County.

IX A 3



Equal Housing Opportunity



An Equal Opportunity Organization

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DEREK BRADSHAW
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CHRISTINE A. DURGAN
ASSISTANT DIRECTOR

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Christine A. Durgan, Assistant Director

DATE: August 7, 2018

SUBJECT: Genesee County Plan Update – July 2018 Status Report

The data collection and analysis of information for the *Genesee: Our County, Our Future* planning document continued in the month of July. GCMPC staff teams continue to meet on a weekly basis to discuss and ensure the data collection stays on schedule to complete the data report in September.

GCMPC, in partnership with the Flint MTA, hosted the 2018 Coordinated Public Transit-Human Services Transportation Plan Workshop on July 19th. The purpose of the workshop was to identify gaps in Genesee County's transit services, strategies to address those gaps, and to develop a priority listing of the strategies. Results from the workshop will be summarized and included in the *Genesee: Our County, Our Future* narrative.

The three communities who received Beautification Grants are in the process of purchasing items for their communities. It is expected that Thefford Township, the City of Mt. Morris, and the Village of Lennon will have their projects completed by the end of September.

IX A 4





DEREK BRADSHAW
DIRECTOR-COORDINATOR

CHRISTINE A. DURGAN
ASSISTANT DIRECTOR

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Derek Bradshaw, Director-Coordinator

DATE: August 7, 2018

SUBJECT: **Report of the Director-Coordinator – July 2018 Status Report**

GLS Region V

Regional Prosperity

During the month of July, staff received a total of six proposals for the I-69 Thumb Region Targeted Marketing and Media Strategy RFP. Each of the proposals are currently in review and will be scored for final recommendations by early August.

Members of the Region 6 Tourism Subcommittee reviewed and scored 11 applications for the Art in Place Grant opportunity. Two communities, the City of Durand and the Village of Port Austin DDA, were each the recipients of \$5,000 grants. Unsuccessful applicants were also notified. The communities will have until December 31, 2018 to complete their project and submit for reimbursement.

The University of Michigan – Flint EDA Center finalized the 2018 Wage & Benefits Survey for the I-69 Thumb Region. The purpose of the survey is to provide companies, local economic development officials, and human resource managers a clear understanding of the compensation and benefit structure in key industries with the seven-county region. A copy of this survey is available at <http://i-69thumbregion.org/>.

The July meeting of the GLS Region V Planning and Development Commission was cancelled. The next meeting of the will be held on September 25, 2018.

The next I-69 Thumb Region Steering Committee meeting will be August 8th at 10:30 a.m. at the Lapeer County Health Department.

IX A 5

