



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

Tuesday, March 3, 2015
8:00 A.M.

A-G-E-N-D-A

- I. Call to Order
- II. Roll Call
- III. Minutes
 - ***A. Minutes of the February 3, 2015 Regular Meeting (attached)
- IV. Opportunity for Individuals to Address the Commission
- V. Communications
 - A. City of Swartz Creek Master Plan (attached)
- VI. Committee Reports
- VII. New Business
 - A. Genesee County Habitat for Humanity Proclamation
 - ***B. FPR-02-15-02; GCCARD; Head Start and Early Head Start (attached)
 - C. Commissioner Photograph
- VIII. Finances
 - ***A. Contract, Vouchers and Bills (to be distributed)
 - ***B. Commission Expenses and Per Diems (to be distributed)

***C. Budget Sheets (attached)

***D. Budget Transfer Request (attached)

***E. Fund Equity Designation (attached)

IX. Old Business

A. Project Status

***1. 3-C Transportation Planning – February 2015 Status Report (attached)

***2. Environmental Program – February 2015 Status Report (attached)

***3. Community Development Program – February 2015 Status Report
(attached)

***4. Director-Coordinator Report – February 2015 Status Report (attached)

B. Commissioner Comments

X. Adjournment

*** indicates Action Item

NEXT MEETING: Tuesday, April 7, 2015

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Tuesday, February 3, 2015, 8:00 a.m.

MINUTES

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, February 3, 2015, 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 8:02 a.m.



II. ROLL CALL

Present: Alan Himelhoch, Alexander Isaac, Gloria Nealy, Jamie Curtis, Janice Karcher, John Mandelaris and Mark Young.

Absent/Excused: Carl V. Arthur III and Cheryl Sclater.

Also Present: Rob Klaczkiewicz, Lamonica Harris, Tracey Tucker, Derek Bradshaw, Christine Durgan, Jason Nordberg, Julie Zinger and Nichole Odette.

Michael Lynch arrived at 8:04 am.

Chairperson Himelhoch stated that on March 28, 2015 the terms will expire for Michael Lynch, Cheryl Sclater and himself. Jamie Curtis requested that the Commissioners submit a letter to him if they wish to be re-appointed. Mr. Curtis stated that he has received a letter of interest from Jeffrey Peake, of Local 370 Plumbers and Pipefitters Union.

III. MINUTES



Minutes of the January 6, 2015 Regular Meeting



Motion: Action: Approve, **Moved by** John Mandelaris, **Seconded by** Mark Young, to approve the January 6, 2015 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



Lamonica Harris introduced herself to the committee.

V. COMMUNICATIONS



A. GCMPC Annual Report Presentation

Derek Bradshaw presented the 2014 Annual Report. Christine Durgan and Christine Pobocik were tasked with condensing the standard twenty-five page report down to only four pages, with the goal of making the report more reader friendly.


VI. COMMITTEE REPORTS

There were no Committee Reports.

VII. NEW BUSINESS

A. GCMPC Audit – Rob Klaczkiewicz, PC

Rob Klaczkiewicz from Smith & Klaczkiewicz, P.C. went over the GCMPC FY 2014 audit report. Discussion ensued with a question and answer period provided.


 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** Michael M. Lynch, to approve the GCMPC FY 2014 audit report as presented.

Motion passed unanimously.

(Documents on file with minutes)

B. Travel Request – American Planning Association – 2015 Conference

Derek Bradshaw explained that the American Planning Association Conference will provide staff with the most up-to-date planning concepts from the across the United States. Discussion ensued.


 **Motion: Action:** Approve, **Moved by** Jamie Curtis, **Seconded by** Alexander Isaac, to approve the travel request up to \$2,220 for Christine Durgan to attend the 2015 American Planning Association Conference in Seattle.

Motion passed unanimously.

(Documents on file with minutes)

VIII. FINANCES

A. Contract, Vouchers and Bills

 **Motion: Action:** Approve, **Moved by** Jamie Curtis, **Seconded by** Janice Karcher, to approve the Contract, Vouchers and Bills for a total of \$52,945.21 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** Jamie Curtis, **Seconded by** Mark Young, to approve the Commission Expenses and Per Diems as submitted.

Motion passed unanimously.

(Documents on file with minutes)

C. Budget Sheets

Chairperson Himelhoch stated that the #35055 Supplies/Software line item expenditures are at 93% and the #35005 Supplies/Office line item expenditures are at 62% for the 2015 fiscal year. Derek Bradshaw explained that the State-wide Retrac Recycling software was paid for in this fiscal year, as well as the office computer upgrades. Mr. Bradshaw added that the Supplies/Software line item will need to be adjusted by approximately \$3,500 due to new GIS software that will also be received in this fiscal year.


 **Motion: Action:** Approve, **Moved by** Janice Karcher, **Seconded by** Mark Young, to approve the Budget Sheets as presented.

Motion passed unanimously.

(Documents on file with minutes)

D. Budget Transfer Request

Derek Bradshaw explained that after the budget is approved, the Controller's Office performs final calculations and determines the final costs for each County department. As a result, our County Appropriation was increased by \$36,964, therefore increasing the IT Service charges, Insurance, and GEMS charges.

 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** John Mandelaris, to approve the increase in County Appropriation by \$36,964 by increasing IT Service charges, line item #242.4160.80005 by \$14,129; increasing Insurance, line item #242.4160.80040 by \$19,186; increasing GEMS charges, line item #242.4160.80065 by \$3,649 and also to approve increasing the Salary/Director line item by \$7,813, increasing the Salary/Staff line item by \$49,095, and decreasing the Total Fringe Benefit-Regular line item by \$56,908.

Motion passed unanimously.


(Documents on file with minutes)

IX. OLD BUSINESS

A. Project Status

1. 3-C Transportation Planning – January 2015 Status Report

Jason Nordberg reviewed the 3-C Transportation Planning report.


 **Motion: Action:** Receive & File, **Moved by** Jamie Curtis, **Seconded by** Alexander Isaac, to receive and file the 3-C Transportation Planning report as presented.

Motion passed unanimously.

(Original on file with minutes)

2. Environmental Program Update – January 2015 Status Report

Christine Durgan explained that staff has been talking with Carman-Ainsworth High School regarding hosting the spring Household Hazardous Waste Collection, but plans are not finalized. Staff anticipates holding the event the first week of May.

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

Motion passed unanimously.

(Original on file with minutes)

3. Community Development Program – January 2015 Status Report



Christine Durgan stated that Genesee County Habitat for Humanity, which receives County HOME Program funds, has just been named an Affiliate of Distinction, one of only 14 Habitat for Humanity organizations nation-wide to be recognized.

 **Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** Gloria Nealy, to receive & file the Community Development Program report as presented.
Motion passed unanimously.
(Original on file with minutes)

4. Director-Coordinator Report – January 2015 Status Report

Derek Bradshaw stated that Kevin Cooper, an intern from the University of Michigan Flint, will be working in the office twelve hours a week. He will be examining the impact that the Neighborhood Stabilization Program (NSP) has had within the participating communities versus the original goals of the NSP.

Mr. Bradshaw will be meeting with the Genesee, Shiawassee, Lapeer and thumb-area Work Force Development offices today to discuss the possibility of merging these agencies into a cooperative, with GLS Region V potentially serving as the fiduciary. Discussion ensued.

  **Motion: Action:** Receive & File, **Moved by** Mark Young, **Seconded by** Alexander Isaac, 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.

Alexander Isaac asked for the status of the HUD Environmental review, in which staff disagreed with HUD's findings. Christine Durgan stated that staff met with HUD's Community Planning & Development Program Director and expressed concerns regarding the broad, unsubstantiated statements with the environmental review and also requested examples. Staff has followed up twice in this request, with no response from HUD.

Gloria Nealy stated that the Genesee Area Skills Center is being remodeled and upgraded since being taken over by the GISD, so it might be a good idea for representatives from the Skills Center to come in and give a presentation of all the services they provide.

Janice Karcher thanked Commissioners Jamie Curtis, Mark Young, Bryant Nolden and Sheriff Pickell for their role in hosting the governors from the Ontario Hockey League. Yesterday, the Board of Governors voted unanimously to authorize the investors to move the Plymouth Whalers to Flint for the 2015-2016 hockey season at Perani Arena.



X. ADJOURNMENT

Chairperson Himelhoch adjourned the meeting at 9:24 a.m.

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



Adam Zettel

City Manager/Zoning Administrator
azettel@cityofswartzcreek.org

Date: February 10, 2015

Alan Himelhach
Planning Commission Chairperson
1101 Beach St. Room 223
Flint MI 48502

Subject: Swartz Creek Master Plan

Dear Mr. Himelhach,

The City of Swartz Creek, in accordance with state statute and on behalf of creating and maintaining mutually beneficial planning practices, is hereby notifying the Genesee County Metropolitan Planning Commission that the City of Swartz Creek is beginning review of its master plan. In doing so, the City asks for your cooperation and comment throughout this endeavor.

In the coming months, the City intends to hold numerous public and committee meetings on the master plan. The plan shall ultimately undergo a full review by the Planning Commission and the City Council of Swartz Creek. Before final adoption occurs, you will be sent further correspondence in the form of notices and various drafts of the plan itself.

We hope that your organization shall attend the public meetings or else provide recommendations concerning your interests that we may have missed. Please feel free to offer any and all advice or comment on the plan that you may have. Be advised that the City intends to deliver draft and final revisions of the plan in electronic format. If you wish to receive a hardcopy, please notify my office.

We would be more than happy to consult with you further concerning our master plan. If you have any questions or comments, please do not hesitate to contact me at the city offices.

Sincerely,

Adam H. Zettel, AICP
Assistant City Manager
City of Swartz Creek
azettel@cityofswartzcreek.org

RECEIVED
GENESEE COUNTY

FEB 13 2015

METROPOLITAN
PLANNING COMMISSION

March 3, 2015

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Damon Fortney, Planner I

SUBJECT: **FPR-02-15-02; GCCARD, Head Start and Early Head Start Program**

I. TYPE AND PURPOSE

The Genesee County Community Action Resource Department (GCCARD) is submitting an application for federal assistance to continue operating the Head Start and Early Head Start Program for the 2015-2016 school year. GCCARD is requesting federal funding in the amount of \$8,846,846 from the Health and Human Services Administration for Children and Families (HHS/ACF), with a local match of \$2,211,712, for a total project cost of \$11,058,558.

II. POPULATION TO BE SERVED

The Head Start program proposes to serve 445 income and age eligible preschool children and their families in the following school districts: Atherton, Bendle, Clio, Davison, Fenton, Flushing, Genesee, Grand Blanc, Kearsley, Lakeville, Lake Fenton, Linden, Montrose, Mt. Morris, Swartz Creek, and Westwood Heights. In addition, the Early Head Start (EHS) program proposes to serve 379 income eligible families throughout Genesee County. The EHS program provides services and community resources to expectant mothers and parents of infants and toddlers.

III. RELATIONSHIP TO EXISTING PLANS AND POLICIES

The GCCARD Early Head Start Program has strong community resources to assist families in attaining their goals and help children to begin school ready to succeed. The program provides, both directly and through community partners, services in nutrition, mental health, physical and oral health, parenting activities and social services.

GCMPC has previously endorsed the Genesee Intermediate School District (GISD) Head Start and Early Head Start Programs. GISD operates the Head Start program in the Beecher, Carman-Ainsworth and Flint school districts, which are

AN EQUAL OPPORTUNITY ORGANIZATION

not served by the GCCARD program. GCCARD and GISD have worked together to discuss grant opportunities and to ensure that services are not being duplicated in Genesee County.

IV. PROGRAM DESCRIPTION

The Early Head Start child development center operates a minimum of 6 hours per day, year round. Each classroom has 8 infants and toddlers with a child care teacher for every four children. The curricula used are the Creative Curriculum for the center based option, Parents for a Healthy Baby for Pregnant Mothers and Parents As Teachers for the home base program. The Creative Curriculum Gold Assessment is used for both the home base and center base models. In the home base model, there are home visits to each family once per week emphasizing the importance of early development of literacy and numeracy skills. Home visits also emphasize developmentally appropriate interactions between young children and adults. Twice per month, mother and child are involved in play groups and socialization experiences.

V. RELATIONSHIP OF PROJECT TO PRIOR OR CURRENT GCMPC ACTIONS

GCMPC has endorsed the GCCARD application for Federal Assistance for the Head Start Program each year since 1973, and the Early Head Start Program since 1997.

VI. ASSESSMENT ON PREVIOUSLY AWARDED GRANTS

The chart below lists the 2013-2014 benefits from the previously awarded grant to GCCARD.

**GCCARD HEAD START AND EARLY HEAD START
FAMILY SERVICES
2013-2014**

<i>Composite of Families Served:</i>	<i>Head Start</i>	<i>Early Head Start</i>
# Children Enrolled (Adds/Drops)	681	608
# Families Served	669	477
# Single Parent Families	377	306
Families served with less than HS degree	59	101
High School or GED Graduate	317	194
Some College, Voc. Or AA	250	148
BA or Advanced	43	31
# Receiving Public Assistance (i.e., TANF, SSI)	627	560

<i>Ethnicity:</i>	<i>Head Start</i>	<i>Early Head Start</i>
American Indian or Alaska Native	1	7
Asian	4	5
Black or African American	92	324
Native Hawaiian or Pacific Islander	0	0
White	476	226
Bi-racial or multi-racial	84	43
Other or Unspecified	24	3

<i>Services Provided to Families:</i>	<i>Head Start</i>	<i>Early Head Start</i>
Job Training or going to school	3	26
Adult Education	2	28
Energy Crisis Intervention	120	135
Housing Assistance	28	45
Mental Health Services	76	71
Health Education	669	47
Parenting Education	669	477

<i>Services Provided to Children:</i>	<i>Head Start</i>	<i>Early Head Start</i>
Completed Dental Exam	650	539
Diagnosed as needing treatment	81	n/a
Completed Treatment	75	n/a
Up to date on physical exam	677	542
Diagnosed as needing treatment	102	43
Diagnosed as completed treatment	102	42
Up to date Immunizations	676	569

VII. STAFF ANALYSIS

The purpose of this project is to assist parents in fulfilling their parental roles, and provide a holistic approach to family development. The GCCARD Early Head Start Program has strong community resources to assist families to reach their goals. These coordinated support services will allow parents to reach and sustain self-sufficiency, and will help children to begin school with a strong numeracy and literacy background. Enrollees will be provided with comprehensive health, educational, social and total parental involvement opportunities through a planned program of experience and active participation.

This program is designed to provide the maximum amount of services to the targeted population without duplicating pre-school programs currently provided by other federally funded agencies in the County. GCCARD works with a coordinating council in this effort, ensuring an orderly recruitment and enrollment

process, and that specific funding requirements are met. Furthermore, GCCARD optimizes program services by utilizing area medical and educational facilities, coordinating with and referring to/from other agencies, and community resources.

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 March 3, 2015, and endorse the project described as FPR-02-15-02; GCCARD, Head Start and Early Head Start Program for the following reasons:

1. The proposed project continues to provide a vital social, educational, health and parental involvement program of services for targeted children and their families.
2. The proposed project relates specifically to the needs of pre-school children and their families and provides a unique service that is not duplicated in these locations in Genesee County.

EXHIBIT I

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
BALANCE SHEET
 For Period Ending January 31, 2015

<u>ASSETS</u>	<u>PLANNING</u>	<u>(RESTRICTED) SOLID WASTE</u>
Cash	(7,083)	313,520
Imprest Cash	500	0
Cash on Hand	200	0
Accounts Receivable	4,362	2
Travel Advances	0	0
Due from Other Funds	0	0
Due from Other Governmental Units (Exhibit II, below)	395,419	0
Due from Employees	<u>344</u>	<u>0</u>
TOTAL ASSETS	<u>\$393,742</u>	<u>\$313,522</u>
 <u>LIABILITIES, RESERVES, AND FUND BALANCE</u>		
Deferred Revenue	344	0
Accrued Vacation	0	0
Due to General Fund	0	0
Accounts Payable	75,592	0
Committed-Contractual Disallowances	59,994	0
Committed-Contribution to Title IV	15,000	0
Assigned-Compensated Absences	74,284	0
Committed-Equipment	0	0
Fund Balance, October 1, 2014	193,341	312,919
Excess Revenue Over Expenditures	(24,813)	604
Fund Balance, January 31, 2015	<u>168,528</u>	<u>313,522</u>
TOTAL LIABILITIES, RESERVES, AND FUND BALANCE	<u>\$393,742</u>	<u>\$313,522</u>

EXHIBIT II

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Due From Other Governmental Units
 For Period Ending January 31, 2015

	<u>PLANNING</u>	<u>(RESTRICTED) SOLID WASTE</u>
Due from the Federal Gov't, FTA	105,260	0
Due from the Federal Gov't FHWA	164,255	0
Due from the State of Michigan	17,870	0
Due from GLS Region V	69,247	0
Due from Other Funds	<u>38,786</u>	<u>0</u>
Total Due from Other Governmental Units	<u>\$395,419</u>	<u>\$0</u>

EXHIBIT III

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Statement of Revenue and Expenditures
For the Period October 1, 2015 to January 31, 2015

REVENUE (Exhibit IV)		\$645,416
EXPENDITURES (Exhibit V):		
Personnel Services	348,756	
Fringe Benefits	210,720	
Supplies	17,103	
Other Service Charges	20,656	
Travel	0	
I.G.S.F. Non-Controllable	70,133	
Capital Outlay	2,257	
		\$669,625
EXCESS REVENUE OVER-/UNDER EXPENDITURES		<u>(\$24,209)</u>

EXHIBIT IV

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Revenue Budget Variance Report
For the Period October 1, 2015 to January 31, 2015

<u>Revenue</u>	<u>Y-T-D</u> <u>Actual</u>	<u>Y-T-D</u> <u>Budget</u>	<u>Variance</u>	<u>Total</u> <u>Budget</u>
Genesee County Appropriation	\$107,246	\$142,994	(\$35,749)	\$428,983
Federal Revenue - F.H.W.A.	130,620	317,056	(186,435)	951,167
Federal Revenue - F.T.A.	19,927	411,794	(391,867)	1,235,383
Federal Revenue - C.D.	146,265	197,507	(51,242)	592,521
CMAQ-Rideshare	17,870	26,167	(8,296)	78,500
MBEG	0	0	0	0
GLS Reg 5 Projects	36,364	31,134	5,229	93,403
Solid Waste Program	58,627	62,000	(3,373)	186,000
Grant Match Revenue-MTA	0	0	0	0
Local Contribution	2,232	13,395	(11,163)	40,184
Scrap and Salvage	0	0	0	0
Indirect Charges Revenue	103,528	107,000	(3,472)	321,000
Transfer In (SW indirect)	22,734	21,667		65,000
Miscellaneous	<u>2</u>	<u>0</u>	<u>2</u>	<u>0</u>
	<u>\$645,416</u>	<u>\$1,330,714</u>	<u>(\$686,365)</u>	<u>\$3,992,141</u>

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION

EXHIBIT V

**Statement of Expenditures: Actual vs. Budget
For the Period October 1, 2015 to January 31, 2015**

	Expenditures	Total	Expenditures	Total	Expenditures	Total	Variance	Expenditures
	<u>YTD 2013</u>	<u>Budget 2013</u>	<u>YTD 2014</u>	<u>Budget 2014</u>	<u>YTD 2015</u>	<u>Budget 2015</u>	<u>YTD 2015</u>	<u>As % of</u>
								<u>Total Budget</u>
Salary, Director	23,988	94,236	28,014	90,695	29,902	100,105	70,203	30
Salary, Staff	366,287	923,368	449,624	474,531	318,854	1,093,213	774,359	29
Total Fringe Benefit-regular	64,063	779,222	4,348	725,529	210,720	666,690	455,970	32
Other Fringes	0	179,000	0	650,000	0		0	0
30075 Salary, Per Diem	0	4,500	0	4,500	0	4,500	4,500	0
35005 Supplies, Office	0	10,000	312	12,500	4,999	8,400	3,401	60
35020 Postage	6,338	11,000	10,680	6,250	2,458	5,500	3,042	45
35035 Magazines & Periodicals	2,235	750	2,175	500	185	500	315	37
35050 Supplies Computer	457	12,500	67	7,000	15	5,500	5,485	0
35055 Supplies Software	1,364	5,000	850	15,000	9,145	18,600	9,455	49
41040 Repairs, Office Equip.	0	1,000	0	1,000	300	1,000	700	30
46005 Bank Service Charges	15,268	500	17,373	500	160	400	240	40
46045 Consultants	149	1,157,374	0	1,362,985	0	1,755,005	1,755,005	0
46075 Health Serv. Employees	2,287	175	2,212	500	0	500	500	0
46135 Auditing	5	8,000	0	13,775	6,150	15,000	8,850	41
46205 Service Contracts Gen.	0	16,000	0	14,000	7,347	26,900	19,553	27
46355 Telephone	0	9,000	0	9,000	1,549	7,600	6,051	20
46395 Printing	2,046	10,000	0	8,000	29	6,750	6,722	0
46435 Advertising	0	29,000	0	18,250	2,325	35,700	33,375	7
46450 Waste Collections	0	30,000	0	49,000	400	30,000	29,600	1
46500 Training	0	2,000	10,814	2,000	485	3,000	2,515	16
46575 Memberships	11,577	4,000	2,906	4,000	2,212	2,900	688	76
60005 Travel	2,919	1,100	0	500	0	1,000	1,000	0
65105 Equipment, Computer	5,430	0	3,852	1,500	2,257	3,000	743	75
65195 Books	360	500	3,086	500	0	200	200	0
52075 Indirect Cost Expense	0	2,150	0		0		0	0
56500 Demo-MBEG				173,812	0		0	0
Subtotal: Controllable Cost	<u>504,773</u>	<u>3,290,375</u>	<u>536,312</u>	<u>3,645,827</u>	<u>599,491</u>	<u>3,791,963</u>	<u>3,192,472</u>	
70305 Transfers-Out (SW Indirect)	0		0		23,054	65,084		
75005 Attorney Fees, Corp Cnsl	0	25,000	0	25,000	1,512	15,000	13,488	10
75020 Convenience Copier	0	16,000	0	7,000	0	5,000	5,000	0
75025 Motor Pool Charges	0	25,000	0	25,000	4,987	18,000	13,013	28
80005 IT Service Charges	0	59,150	0	4,533	0	14,129	14,129	0
80040 Insurance, General	0	13,586	0	10,303	8,774	19,186	10,412	0
80045 Rental County Office	0	77,000	0	60,000	15,000	60,000	45,000	0
80065 GEMS Charges	0	2,639	0	2,488	912	3,649	2,737	0
80070 CSA	0	56,231	0	53,271	15,895	63,578	47,684	25
Subtotal: Uncontrollable Costs	<u>-</u>	<u>274,606</u>	<u>0</u>	<u>53,271</u>	<u>70,133</u>	<u>263,626</u>	<u>151,462</u>	
TOTALS	<u>\$504,773</u>	<u>\$3,564,981</u>	<u>\$536,312</u>	<u>\$3,645,827</u>	<u>\$669,625</u>	<u>\$4,055,589</u>	<u>\$3,343,934</u>	<u>17</u>

March 3, 2015

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Julie Zinger, Accounting Supervisor

SUBJECT: **Budget Transfer Request**

As part of the budgetary process, certain revenues and expenditures are adjusted after the budget has been adopted. At this time, staff is requesting approval for the following budget adjustment.

- Increase Travel Expense, line item #242.4163.60005, by \$2,200 and decrease Consultant Expense, line item #242.4163.46045 by \$2,200.

March 3, 2015

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Derek Bradshaw, Director-Coordinator

SUBJECT: **Fund Equity Designation**

Within our financial statements, the Fund Balance is segregated into various designations. Funds segregated by the Committed category are amounts which the Planning Commission, by resolution, places restraints on its use.

I am requesting that the Planning Commission consider a resolution which would commit \$40,000 from the Unassigned Fund Balance into a new line item, "Committed for Technology Upgrades".

March 3, 2015

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

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

SUBJECT: **3-C Transportation Planning – February 2015 Status Report**

Federal Transportation Certification Review

The Federal Highway Administration (FHWA) and Federal Transit Administration (FTA) conducted a review on February 3rd, 4th, and 5th to assess compliance with Federal regulations pertaining to the transportation planning process conducted by the Genesee County Metropolitan Alliance, the Michigan Department of Transportation (MDOT), Mass Transit Authority, and local units of government in Genesee County. In order for any federal transportation funds to be spent in Genesee County, the MPO process must be certified every four years by the federal agencies to be in compliance with federal planning requirements. Staff felt the review went very well and have received similar assessments from MDOT staff. The federal representatives that are conducting the review have indicated that a report of the review should be available in June.

May 5th Sales Tax Ballot Proposal

On February 5, 2015, Polly Kent, Division Administrator of the Michigan Department of Transportation (MDOT) Intermodal Policy Division, gave a presentation at the Genesee County Technical Advisory Committee (TAC) meeting regarding the May 5th Sales Tax Ballot Proposal ([House Joint Resolution UU \(2014\)](#)) and corresponding bills as they relate to transportation revenue. Mr. Bradshaw sent an email to the GCMPC committee on February 10th summarizing the main points of the discussion and also provided a chart identifying funding each road agency in Genesee County should receive if passed. This information was also passed on to local road agencies in Genesee County. Compared to 2014 revenues, Genesee County road agencies combined are projected to receive an additional \$8 million in 2016, \$16 million in 2017, and \$24 million in 2018.

AN EQUAL OPPORTUNITY ORGANIZATION

Rideshare Program

During the month of February, staff promoted the Rideshare Program by providing referrals to V-Ride, Enterprise Holdings, MTA, and the Ann Arbor Area Transportation Authority. In addition, staff attended the monthly Flint & Genesee Chamber of Commerce meeting in Fenton and discussed the Rideshare Program with attendees. Staff also contacted the Mott Community College Workforce Development staff regarding providing additional assistance to their clients as they look for work in both Genesee and Lapeer Counties. Other activities included providing Rideshare information to attendees of the annual "Show me the Money" financial literacy and housing counseling event held at Vernon Chapel Church in Flint. The event was sponsored by Metro Community Development, Chase Bank, Consumers Energy, and the Community Economic Development Association. There were approximately 100 participants. On February 26, staff met with the Veteran Community Action Team (VCAT) of Mid-Michigan. The purpose of this follow up meeting was to establish a network of deliverable services to veterans as it relates to health, transportation, and employment opportunities. Staff is also continuing to update the Rideshare website and Carpool World registration platform as needed.

March 3, 2015

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Sheila Taylor, Principal Planner
Environmental Program

SUBJECT: Environmental Program Update – February 2015 Status Report

Solid Waste Program

Staff met with the University of Michigan-Flint's Environmental Health and Safety Department to discuss the possibility of collaborating with their Earth day event and the possibilities of other recycling events in the future.

Staff is currently working on a grant proposal to the Department of Environmental Quality (DEQ) for funds to establish a latex paint drop-off location at the Genesee County Habitat for Humanity Restore. The proposal will include costs for paint recycling and an associated education and outreach campaign.

Staff has requested final approval of the County's Solid Waste Management Plan Amendment from the Department of Environmental Quality. The DEQ should issue approval within the upcoming weeks.

Staff is continuing to provide support to Lapeer County, in regards to their draft Solid Waste Management Plan Amendment. Staff is currently assisting by presenting information to local municipalities that are unfamiliar with Solid Waste Planning.

March 3, 2015

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Sheila Taylor, Principal Planner
Community Development Program

SUBJECT: **Community Development Program – February 2015 Status Report**

Community Development Block Grant Program (CDBG)

During February, staff completed the Draft 2015 – 2019 Consolidated Plan. The Draft document can be found on GCMPC's website and was provided to each local unit of government and is displayed at the Genesee District Library headquarters for comments and feedback. The public comment period began on February 17th and will continue through March 19th. There will be a public hearing at the Genesee County Community and Economic Development Committee meeting on March 9th at 9:30 a.m.

Project highlights during February include eleven demolitions of blighted structures, senior center improvements and operations, code enforcement activities, removal of architectural barriers, and the investigation of housing discrimination claims in low- and moderate-income areas in Genesee County.

HOME Investment Partnerships Program (HOME)

Genesee County Habitat for Humanity continues to work on the three remaining new build projects located in Mt. Morris and Thetford Townships. The two properties in Thetford Township have been vinyl sided and the propane, septic systems, and wells have been completed.

Home Improvement Program

During the month of February, the HOME Home Improvement Program for seniors completed one residential unit. The unit was assisted through a Deferred Payment Loan. Expenditures for the month totaled \$18,690.00 in Community Development Block Grant funds.



An Equal Opportunity Organization

Equal Housing Opportunity



During the month of February, the CDBG Home Improvement Program completed one residential unit. The unit was assisted through a Deferred Payment Loan. Expenditures for the month totaled \$39,022.00 in Community Development Block Grant funds.

Neighborhood Stabilization Program

During the month of February, one property sold. Three properties are currently listed for sale. Staff is managing the rehabilitation of two properties, with one other beginning in the next couple of months. Staff is continuing to look for an additional three to four homes to purchase for rehabilitation.

March 3, 2015

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Derek Bradshaw, Director-Coordinator

SUBJECT: Report of the Director-Coordinator – February 2015 Status Report

GLS Region V

Regional Prosperity

During February, staff was notified by the State that the 2015 Regional Prosperity Initiative application was successful. Region 6 will be awarded \$228,750, 8.5% less than the \$250,000 amount which was requested. This reduction was due to mid-year reductions in State revenue for fiscal year 2015.

A Steering Committee meeting was held on February 19th at the Lapeer County Health Department. The top three goal areas were determined to be economic development, education and regional collaboration. These will be the goal areas where project funding from the 2015 RPI grant award will be targeted. The Steering Committee members will have an opportunity to discuss and choose projects within each of these three goal areas.

Staff is continuing the development of a Fiber Optics Plan for the Region 6 Prosperity Region. A Fiber Optics Workshop was held on February 19th at the Lapeer County Health Department. Maps of existing fiber and major employment centers were provided for discussion. Economic Development representatives and Broadband providers discussed areas they would like to see targeted for future fiber optic deployment. Staff will continue discussions with these stakeholders and present a plan to the Region 6 Steering Committee in March.

The next Region 6 Steering Committee meeting will be March 12, 2015 at the Lapeer County Health Department.

AN EQUAL OPPORTUNITY ORGANIZATION

Hazard Mitigation Planning

Lapeer County's Hazard Mitigation Plan has been adopted by 15 local units of government. Staff will continue to work with the remaining communities to finalize their board approvals. Once all of the local units of government have adopted the Plan, the resolutions will be sent to FEMA for final Plan approval.

The next meeting of the GLS Region V Planning and Development Commission is March 24, 2015.