



**GENESEE COUNTY BOARD OF COMMISSIONERS  
BOARD COORDINATOR**

1101 BEACH STREET, ROOM 312  
FLINT, MICHIGAN 48502

TELEPHONE: (810) 257-3020  
FAX: (810) 257-3008

JOSHUA M. FREEMAN  
COORDINATOR

**COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE  
Monday, November 19, 2018  
AGENDA**

**I. CALL TO ORDER**

**II. ROLL CALL**

**III. MINUTES – October 10, 2018**

**IV. PUBLIC COMMENT TO COMMITTEE**

**V. COMMUNICATIONS**

A. C111918VA: CDBG, ESG, and HOME Call for Projects -- Attached

B. C111918VB: Recycle Day Update -- Attached

C. C111918VC: FY 2020-2023 Transportation Improvement Program (TIP) Call for Projects Update -- Attached

D. C111918VD: Draft Genesee County Public Participation Plan -- Attached

E. C111918VE: I-69 Thumb Region – Regional Prosperity Initiative Update -- Attached

**VI. COMMUNITY DEVELOPMENT**

A. C111918VIA: Request approval of Michigan Township Association representative Terry Peck to the Genesee County Allocation Committee -- Attached

B. C111918VIB: Request approval of Transfer of Community Development Program Funds (fund #s and amounts attached) – Attached

**VII. ECONOMIC DEVELOPMENT**

**VIII. ENVIRONMENTAL BUSINESS**

- A. C111918VIII A: Request approval of Site Agreements for 2019 Recycle Day Events -  
- Attached

**IX. OTHER BUSINESS**

**X. ADJOURNMENT**

COMMUNITY AND ECONOMIC DEVELOPMENT COMMITTEE  
Monday, October 8, 2018, 9:45 a.m.  
Minutes



CALL TO ORDER

Chairperson Martin called the Community Economic Development Committee meeting to order at 11:37



ROLL CALL

**Roll Call.**

**Present:** Clack, Courts, Cousineau, Ellenburg, Henry, Martin, Nolden, Young.

**Absent:** Shapiro.



MINUTES – September 10 and September 24, 2018

**Motion:** To approve the minutes of September 10 and September 24, 2018 Community and Economic Development Committee, as presented

**Action:** Approve, **Moved by** Cousineau, **Seconded by** Nolden.

Motion passed unanimously.

PUBLIC HEARING

None



PUBLIC COMMENTS TO COMMITTEE

None



COMMUNICATIONS

COMMUNITY DEVELOPMENT

A. C100818VIA: Request approval to extend Latex Paint Recycling Program contract with Genesee County Habitat for Humanity (fund #243.4082.46450) and epaint Recycling (fund#243.4082.46450) – Attached

**Motion:** To move items A-D,

**Action:** Approve, **Moved** by Young, **Seconded** by Nolden.

Motion passed unanimously.



# GENESEE COUNTY METROPOLITAN PLANNING COMMISSION COMMUNITY DEVELOPMENT PROGRAM

1101 Beach Street – Room 223, Flint, Michigan 48502-1470 • (810) 257-3010 • [www.gcmnpc.org](http://www.gcmnpc.org)



**DEREK BRADSHAW**  
DIRECTOR-COORDINATOR  
**CHRISTINE A. DURGAN**  
ASSISTANT DIRECTOR

## MEMORANDUM

**TO:** Commissioner David Martin, Chairperson  
Community and Economic Development Committee

**FROM:** Derek Bradshaw, Director-Coordinator  
Genesee County Metropolitan Planning Commission

**DATE:** November 19, 2018

**SUBJECT: CDBG, ESG, and HOME Call for Projects**

Community Development Block Grant Pre-applications for Program Years 2019-2021 were sent out to local units of government in early October. Staff has made visits to local representatives to assist with project ideas. Funding is to be used to benefit low to moderate income residents or for blight removal. Applications are due to GCMPC by November 21<sup>st</sup>.

2019 Emergency Solutions Grant (ESG) applications were distributed to non-profit organizations offering emergency shelter or homeless prevention services in Genesee County. ESG offers funding to help people regain stability in permanent housing after experiencing homelessness or for homeless prevention activities. Following a review of the distribution of ESG funding in Genesee County in recent years, and the Flint/Genesee County Collaborative Ten Year Plan to End Homelessness, Genesee County ESG funds will be distributed across four (4) eligible categories of the ESG grant: Emergency Shelter, Homeless Prevention, Rapid Rehousing, and Homeless Management Information Systems (HMIS). Applications are due by November 21<sup>st</sup>.

2019 HOME Investment Partnerships applications were sent to local housing agencies and local units of government. An advertisement was also placed in two local newspapers and on the GCMPC website. Funding is to be used for the purpose of improving, preserving, and expanding the stock of safe, decent and affordable housing within Genesee County, outside the City of Flint. Applications are due on December 7<sup>th</sup>.

Please feel free to contact Damon Fortney at [DFortney@co.genesee.mi.us](mailto:DFortney@co.genesee.mi.us) or (810) 766-6560 with any questions regarding these Call for Projects.





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

### MEMORANDUM

**TO:** Commissioner David Martin, Chairperson  
Community and Economic Development Committee

**FROM:** Derek Bradshaw, Director-Coordinator  
Genesee County Metropolitan Planning Commission

**DATE:** November 19, 2018

**SUBJECT: Recycle Day Update**

The last Recycle Day event of 2018 was held on October 9<sup>th</sup> from 2:00 p.m. to 6:00 p.m. at Mott Community College. In total for 2018, 4,612 vehicles dropped off over 560,000 pounds of hard-to-dispose of materials. The attached chart shows that 76% of the items collected are recycled.

The success of these events could not have been achieved without the help of Carman-Ainsworth Community Schools, Grand Blanc Community Schools, Mott Community College, ERG Environmental Services, Emterra, Jonnie-on-the-Spot, Keep Genesee County Beautiful, ELGA Credit Union, Local 370, GFL Environmental, Environmental Rubber, and the City of Flint. Staff is now in the process of scheduling 2019 Recycle Day events.



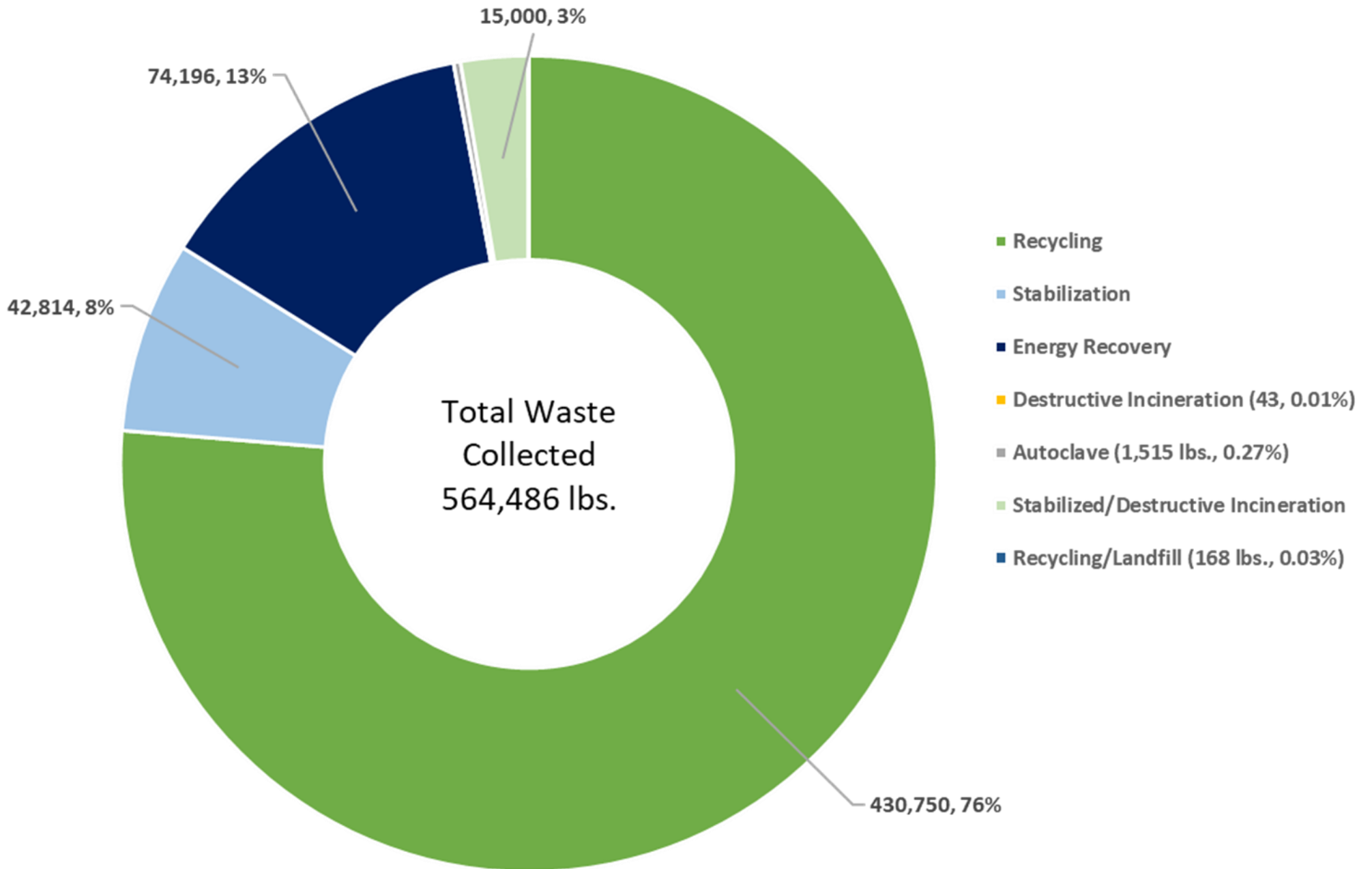
Equal Housing Opportunity



An Equal Opportunity Organization

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# 2018 Recycle Day Events - Waste Disposal Method (lbs.)



**MEMORANDUM**

**TO:** Commissioner David Martin, Chairperson  
Community and Economic Development Committee

**FROM:** Derek Bradshaw, Director-Coordinator  
Genesee County Metropolitan Planning Commission

**DATE:** November 19, 2018

**SUBJECT: FY 2020-2023 Transportation Improvement Program (TIP) Call  
for Projects Update**

Staff has now finished meeting with the local road and transit agencies at their offices to discuss the TIP Call for Projects. The purpose of these meetings was to assist the local agencies with any questions they had about the TIP applications or the Call for Projects process. Project applications were due to staff by Friday, November 16<sup>th</sup>.

Project site visits will likely be done from November 19<sup>th</sup> to November 30<sup>th</sup>. A prioritized draft list of TIP projects should be ready for TAC review in February 2019. Public input sessions in March, and a thirty-day public comment period in May, will be scheduled so the public can review and comment on the TIP list of projects and the TIP document. Final approval of the FY 2020-2023 TIP will occur in June 2019 through TAC and Metro.

Please feel free to contact Ms. Sharon Gregory at [sgregory@co.genesee.mi.us](mailto:sgregory@co.genesee.mi.us) or (810) 766-6545 with any questions regarding the TIP Call for Projects.



GENESEE COUNTY METROPOLITAN  
PLANNING COMMISSION

**DEREK BRADSHAW**  
DIRECTOR-COORDINATOR

**CHRISTINE A. DURGAN**  
ASSISTANT DIRECTOR

## GENESEE COUNTY METROPOLITAN PLANNING COMMISSION

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



### MEMORANDUM

**TO:** Commissioner David Martin, Chairperson  
Community and Economic Development Committee

**FROM:** Derek Bradshaw, Director-Coordinator  
Genesee County Metropolitan Planning Commission

**DATE:** November 19, 2018

**SUBJECT: Draft Genesee County Public Participation Plan**

The Genesee County Metropolitan Planning Commission (GCMPC) administers several federal and State of Michigan programs for the Flint-Genesee County area, such as the Community Development Block Grant Program, Federal Highway Administration Programs, Federal Transit Administration Programs, and the Solid Waste Management Program. A major component of these programs is the assurance that public participation is provided for and encouraged throughout the planning process. The planning process GCMPC follows is outlined and guided by the GCMPC Public Participation Plan (PPP).

The main sections of the PPP that encapsulate what staff does are as follows:

- What we do to include the public early and often (page 6)
- How we amend our programs/projects (page 13)
- The participation plan process for the Transportation Department (page 15) and the Community Development Department (page 18)
- How we publicize our programs/projects (page 20)
- How our committees work to move programs/projects forward (page 24)

You may review the draft PPP by clicking on the following link: <http://gcmpc.org/wp-content/uploads/2018/11/PPP-document.pdf>. Comments regarding the draft PPP were due by Friday, November 16<sup>th</sup>.



AN EQUAL OPPORTUNITY ORGANIZATION

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## GENEESE COUNTY METROPOLITAN PLANNING COMMISSION COMMUNITY DEVELOPMENT PROGRAM

1101 Beach Street – Room 223, Flint, Michigan 48502-1470 • (810) 257-3010 • [www.gcmnpc.org](http://www.gcmnpc.org)



**DEREK BRADSHAW**  
DIRECTOR-COORDINATOR

**CHRISTINE A. DURGAN**  
ASSISTANT DIRECTOR

### MEMORANDUM

**TO:** Commissioner David Martin, Chairperson  
Community and Economic Development Committee

**FROM:** Derek Bradshaw, Director-Coordinator  
Genesee County Metropolitan Planning Commission

**DATE:** November 19, 2018

**SUBJECT:** **I-69 Thumb Region – Regional Prosperity Initiative Update**

With the assistance of I-69 Thumb Region Economic Development Partners, staff developed the budget, timeline and work plan for the 2019 RPI Application. The application was submitted in October with awards expected in December.

Advance\_360 was selected as the consultant to develop the Region 6 Targeted Marketing and Media Strategy, which seeks to expand awareness of the I-69 Thumb Region. Staff is currently reviewing the contract with approval expected by late November.

Staff is working closely with Networks Northwest and the UM Flint Outreach Center to add the non-motorized network for the I-69 Thumb Region to [www.upnorthtrails.org/](http://www.upnorthtrails.org/). The launch date is expected in early December.

The next scheduled I-69 Thumb Region Steering Committee meeting will be held on December 12<sup>th</sup> at 10:30 a.m. at the Lapeer County Health Department.





GENESEE COUNTY METROPOLITAN  
PLANNING COMMISSION

## GENESEE COUNTY METROPOLITAN PLANNING COMMISSION COMMUNITY DEVELOPMENT PROGRAM

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**DEREK BRADSHAW**  
DIRECTOR-COORDINATOR

**CHRISTINE A. DURGAN**  
ASSISTANT DIRECTOR

### MEMORANDUM

**TO:** Commissioner David Martin, Chairperson  
Community and Economic Development Committee

**FROM:** Derek Bradshaw, Director-Coordinator  
Genesee County Metropolitan Planning Commission

**DATE:** November 19, 2018

**SUBJECT: Allocation Committee Member Appointment**

Staff has received written notification from the Michigan Township Association (MTA), Genesee County Branch, of the recommendation of Mr. Terry Peck, Flushing Township Treasurer, for appointment to the vacant position on the Genesee County Allocation Committee. Attached are the minutes of the September 20, 2018 MTA meeting.

At this time, staff is requesting the Genesee County Community and Economic Development Committee to consider the nomination and approve the appointment of Michigan Township Association representative, Terry Peck, to the Genesee County Allocation Committee.



Equal Housing Opportunity



An Equal Opportunity Organization

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**GENESEE COUNTY BOARD OF COUNTY COMMISSIONERS  
REVIEW CHECKLIST**

Department: Planning Document: Allocation Committee Member Appointment  
 Dept. Contact: Sheila Taylor Phone: 766-6547  
 Committee: C&ED Desired agenda date: 11/19/18  
 Account Number: N/A Expenditure Amount: N/A

**Submit a completed copy of this form with documents submitted for Board/Committee consideration.**

All documents requesting Board approval must be reviewed by the Controller, Purchasing, Risk Management, and Corporation Counsel prior to submitting to the Board Office for placement on the appropriate agenda. Corporation Counsel approval may be received only after all other departments have signed off.

1. Controller-Finance

NA This item requires an appropriation or budget transfer.

NA This item does not require an appropriation or budget transfer and it has been reviewed and found to be in accordance with the County's budget and accounting practices.

Kristie Primeau 10/19/18  
 Controller's Office Date

2. Controller-Procurement

\_\_\_\_\_ This transaction is subject to the Genesee County Administrative Control of Funds Regulations.

\_\_\_\_\_ This transaction is in compliance with the Genesee County Purchasing Regulations.

\_\_\_\_\_  
 Controller's Office Date

3. Risk Management

The insurance, indemnity, and bond provisions contained in this document are sufficient to meet the County's fiscal obligations.

\_\_\_\_\_  
 Risk Manager Date

4. Legal

This document is approved as to form and legality.

\_\_\_\_\_  
 Corporation Counsel Date

5. Department

I certify that this document is the document approved by the above listed departments and meets all requirements set forth: \_\_\_\_\_.

RECEIVED  
 GENESEE COUNTY

METROPOLITAN  
 PLANNING COMMISSION

**GENESEE COUNTY BOARD OF COUNTY COMMISSIONERS  
REVIEW CHECKLIST**

Department: Planning Document: Allocation Committee Member Appointment  
Dept. Contact: Sheila Taylor Phone: 766-6547  
Committee: C&ED Desired agenda date: 11/19/18  
Account Number: N/A Expenditure Amount: N/A

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**1. Controller-Finance**

- This item requires an appropriation or budget transfer.
- This item does not require an appropriation or budget transfer and it has been reviewed and found to be in accordance with the County's budget and accounting practices.

\_\_\_\_\_  
Controller's Office                      Date

**2. Controller-Procurement**

~~This transaction is subject to the Genesee County Administrative Control of Funds Regulations.~~

N/A This transaction is in compliance with the Genesee County Purchasing Regulations.

\_\_\_\_\_  
Controller's Office                      Date

**3. Risk Management**

The insurance, indemnity, and bond provisions contained in this document are sufficient to meet the County's fiscal obligations.

\_\_\_\_\_  
Risk Manager                              Date

**4. Legal**

This document is approved as to form and legality.

\_\_\_\_\_  
Corporation Counsel                      Date

**5. Department**

I certify that this document is the document approved by the above listed departments and meets all requirements set forth: \_\_\_\_\_

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METROPOLITAN  
PLANNING COMMISSION

**GENESEE COUNTY BOARD OF COUNTY COMMISSIONERS  
REVIEW CHECKLIST**

Department: Planning Document: Allocation Committee Member Appointment  
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 Committee: C&ED Desired agenda date: 11/19/18  
 Account Number: N/A Expenditure Amount: N/A

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1. Controller-Finance

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\_\_\_\_\_  
Controller's Office Date

2. Controller-Procurement

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- This transaction is in compliance with the Genesee County Purchasing Regulations.

\_\_\_\_\_  
Controller's Office Date

3. Risk Management

The insurance, indemnity, and bond provisions contained in this document are sufficient to meet the County's fiscal obligations.

N/A SC 10/22/18  
Risk Manager Date

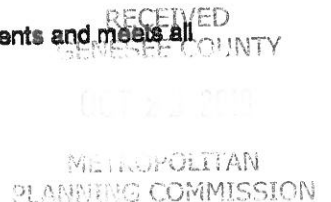
4. Legal

This document is approved as to form and legality.

\_\_\_\_\_  
Corporation Counsel Date

5. Department

I certify that this document is the document approved by the above listed departments and meets all requirements set forth: \_\_\_\_\_



**GENESEE COUNTY BOARD OF COUNTY COMMISSIONERS  
REVIEW CHECKLIST**

Department: Planning

Document: Allocation Committee Member Appointment

Dept. Contact: Sheila Taylor

Phone: 766-6547

Committee: C&ED

Desired agenda date: 11/19/18

Account Number: N/A

Expenditure Amount: N/A

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\_\_\_\_\_  
Controller's Office                      Date

**2. Controller-Procurement**

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This transaction is in compliance with the Genesee County Purchasing Regulations.

\_\_\_\_\_  
Controller's Office                      Date

**3. Risk Management**

The insurance, indemnity, and bond provisions contained in this document are sufficient to meet the County's fiscal obligations.

\_\_\_\_\_  
Risk Manager                              Date

**4. Legal**

This document is approved as to form and legality.

N/A (BA)                      10/19/18  
\_\_\_\_\_  
Corporation Counsel                      Date

**5. Department**

RECEIVED  
GENESEE COUNTY

I certify that this document is the document approved by the above listed departments and meets all requirements set forth: \_\_\_\_\_.

METROPOLITAN  
PLANNING COMMISSION

**DEREK BRADSHAW**  
DIRECTOR-COORDINATOR  
**CHRISTINE A. DURGAN**  
ASSISTANT DIRECTOR

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

**MEMORANDUM**

**TO:** Commissioner David Martin, Chairperson  
Community and Economic Development Committee

**FROM:** Derek Bradshaw, Director-Coordinator  
Genesee County Metropolitan Planning Commission

**DATE:** November 19, 2018

**SUBJECT:** **Transfer of Community Development Program Funds**

The following Community Development Program transfers were requested by the local units of government.

Amount	From Project	To Project	Description
\$9,200.00	Flint Township Demolition IDIS #2270  Acct # CR-317.4012.55456	Flint Township Street Improvements IDIS #2271  Acct # DR-317.4012.55675	The Township is no longer demolishing 2 properties. Funds are needed to assist with the street project.  <b>To transfer expense budget.</b>
\$1,097.25	City of Flushing Removal of Architectural Barriers IDIS #2259  Acct # CR-317.4012.55501	City of Flushing Demolition IDIS #2258  Acct # DR-317.4012.55456	ADA Picnic table project came in under budget. Funds are needed to assist with the demo project.  <b>To transfer expense budget.</b>
\$19,255.54	Genesee Township Demolition IDIS #2237  Acct # DR-315.4012.23405 CR-315.4012.55456	Genesee Township Street Improvements IDIS #2358  Acct # DR-308.4012.55675 CR-308.4012.23405	Additional funds are needed in the street improvement project.  <b>To transfer revenue and expense budget.</b>

\$33,649.31	Davison Township Sidewalk IDIS #2232  Acct # DR-315.4012.23405 CR-315.4012.55675	Davison Township Street Improvements IDIS #2356  Acct # DR-308.4012.55675 CR-308.4012.23405	Project is complete. Additional funds are needed in the street improvement project.  <b>To transfer revenue and expense budget.</b>
\$12,296.44	Davison Township Park Improvements IDIS #2233  Acct # DR-315.4012.23405 CR-315.4012.55665	Davison Township Street Improvements IDIS #2356  Acct # DR-308.4012.55675 CR-308.4012.23405	Project is complete. Additional funds are needed in the street improvement project.  <b>To transfer revenue and expense budget.</b>

At this time, the Allocation Committee is requesting approval of the Community Development Program fund transfers by the Community and Economic Development Committee. Approval for Commissioner Young to sign the two attached 2018 contract amendments to reflect the changes is also being requested at this time.



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

**THIS AGREEMENT**, made as of the \_\_\_\_\_ day of \_\_\_\_\_, 2018 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

Genesee Charter Township  
7244 N. Genesee Road  
P.O. Box 215  
Genesee, MI 48437

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 2018 Subrecipient Agreement for Genesee Charter Township's 2018 Infrastructure Improvements project, for the purpose of adding \$19,255.54 of the Township's 2017 funding allocation to this project.

**NOW, THEREFORE**, the parties agree to amend the Agreement as follows;

**I. SCOPE OF SERVICE**

A. Activities

The following activities are eligible under the 2018 Community Development Block Grant program:

**Genesee Charter Township – Infrastructure Improvements**

Genesee Charter Township shall provide funding for street improvements on Kurtz Avenue from Saginaw Street east to the end of the road; Walter Street from City of Mt. Morris line north to the end of the road; and, George Street from E. Carpenter Road north to Kurtz Avenue.

This activity will be funded with **\$120,565** of 2018 Genesee County CDBG funds, **\$29,912** of Richfield Township's 2018 Genesee County CDBG funds, and **\$19,255.54** of Genesee Charter Township's 2017 CDBG funds, for a total of **\$169,732.54**.

**II. TIME OF PERFORMANCE**

**Services of the Subrecipient shall start on the 1st day of October, 2018 and end on 30th day of September, 2019.** 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.

**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

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

**THIS AGREEMENT**, made as of the \_\_\_\_\_ day of \_\_\_\_\_, 2018 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

Davison Township  
1280 N. Irish Road  
Davison, MI 48423

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 2018 Subrecipient Agreement for Davison Township's 2018 Infrastructure Improvements project, for the purpose of adding \$45,945.75 of the Township's 2017 funding allocation to this project.

**NOW, THEREFORE**, it is agreed between the parties hereto that;

**I. SCOPE OF SERVICE**

A. Activities

The following activities are eligible under the 2018 Community Development Block Grant program:

**Davison Township – Infrastructure Improvements**

Davison Township shall provide funding for the widening and repaving of East Court Street from approximately 7360 E. Court Street to the Burton City limits.

This activity will be funded with **\$137,231** of 2018 Genesee County CDBG funds, **\$29,912** of Richfield Township's 2018 Genesee County CDBG funds, and **\$45,945.75** of Davison Township's 2017 CDBG funds, for a total of **\$213,088.75**.

**II. TIME OF PERFORMANCE**

**Services of the Subrecipient shall start on the 1st day of October, 2018 and end on 30th day of September, 2019.** 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.

**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

**GENESEE COUNTY BOARD OF COUNTY COMMISSIONERS  
REVIEW CHECKLIST**

Department: Planning Document: UPDATED CDBG Transfer of Funds  
Dept. Contact: Sheila Taylor Phone: 766-6547  
Committee: C&ED Desired agenda date: 11/19/18  
Account Number: see attached Expenditure Amount: see attached

**Submit a completed copy of this form with documents submitted for Board/Committee consideration.**

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1. Controller-Finance

- This item requires an appropriation or budget transfer. **Attached**
- This item does not require an appropriation or budget transfer and it has been reviewed and found to be in accordance with the County's budget and accounting practices.

Kristie Primeau     11/14/18  
Controller's Office     Date

2. Controller-Procurement

- This transaction is subject to the Genesee County Administrative Control of Funds Regulations.
- This transaction is in compliance with the Genesee County Purchasing Regulations.

\_\_\_\_\_  
Controller's Office     Date

3. Risk Management

The insurance, indemnity, and bond provisions contained in this document are sufficient to meet the County's fiscal obligations.

\_\_\_\_\_  
Risk Manager     Date

4. Legal

This document is approved as to form and legality.

\_\_\_\_\_  
Corporation Counsel     Date

5. Department

I certify that this document is the document approved by the above listed departments and meets all requirements set forth: \_\_\_\_\_.

RECEIVED  
GENESEE COUNTY

METROPOLITAN  
PLANNING COMMISSION

**GENESEE COUNTY BOARD OF COUNTY COMMISSIONERS  
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 Dept. Contact: Sheila Taylor Phone: 766-6547  
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- This item does not require an appropriation or budget transfer and it has been reviewed and found to be in accordance with the County's budget and accounting practices.

\_\_\_\_\_  
Controller's Office Date

2. Controller-Procurement

WHT  This transaction is subject to the Genesee County Administrative Control of Funds Regulations.

WHT  This transaction is in compliance with the Genesee County Purchasing Regulations.

[Signature]  
\_\_\_\_\_  
Controller's Office Date

3. Risk Management

The insurance, indemnity, and bond provisions contained in this document are sufficient to meet the County's fiscal obligations.

\_\_\_\_\_  
Risk Manager Date

4. Legal

This document is approved as to form and legality.

\_\_\_\_\_  
Corporation Counsel Date

5. Department

I certify that this document is the document approved by the above listed departments and meets all requirements set forth: \_\_\_\_\_

RECEIVED  
GENESEE COUNTY

METROPOLITAN  
PLANNING COMMISSION

**GENESEE COUNTY BOARD OF COUNTY COMMISSIONERS  
REVIEW CHECKLIST**

Department: Planning Document: UPDATED CDBG Transfer of Funds  
Dept. Contact: Sheila Taylor Phone: 766-6547  
Committee: C&ED Desired agenda date: 11/19/18  
Account Number: see attached Expenditure Amount: see attached

**Submit a completed copy of this form with documents submitted for Board/Committee consideration.**

All documents requesting Board approval must be reviewed by the Controller, Purchasing, Risk Management, and Corporation Counsel prior to submitting to the Board Office for placement on the appropriate agenda. Corporation Counsel approval may be received only after all other departments have signed off.

1. Controller-Finance

- This item requires an appropriation or budget transfer.
- This item does not require an appropriation or budget transfer and it has been reviewed and found to be in accordance with the County's budget and accounting practices.

\_\_\_\_\_  
Controller's Office                      Date

2. Controller-Procurement

- This transaction is subject to the Genesee County Administrative Control of Funds Regulations.
- This transaction is in compliance with the Genesee County Purchasing Regulations.

\_\_\_\_\_  
Controller's Office                      Date

3. Risk Management

The insurance, indemnity, and bond provisions contained in this document are sufficient to meet the County's fiscal obligations.

N/A SC                      11/24/18  
Risk Manager                      Date

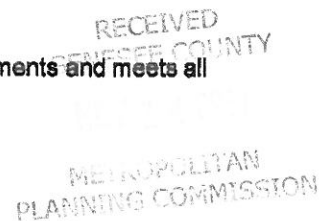
4. Legal

This document is approved as to form and legality.

\_\_\_\_\_  
Corporation Counsel                      Date

5. Department

I certify that this document is the document approved by the above listed departments and meets all requirements set forth: \_\_\_\_\_



**GENESEE COUNTY BOARD OF COUNTY COMMISSIONERS  
REVIEW CHECKLIST**

Department: Planning Document: UPDATED CDBG Transfer of Funds  
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\_\_\_\_\_  
Risk Manager                              Date

4. Legal

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Brooke Tucker                      11/14/18  
Corporation Counsel                      Date

5. Department

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**DEREK BRADSHAW**  
DIRECTOR-COORDINATOR

**CHRISTINE A. DURGAN**  
ASSISTANT DIRECTOR

## MEMORANDUM

**TO:** Commissioner David Martin, Chairperson  
Community and Economic Development Committee

**FROM:** Derek Bradshaw, Director-Coordinator  
Genesee County Metropolitan Planning Commission

**DATE:** November 19, 2018

**SUBJECT: Site Agreements for 2019 Recycle Day Events**

In partnership with several local organizations, the Genesee County Metropolitan Planning Commission provides collection services to Genesee County residents for items that are difficult to dispose of or recycle. Items collected include household hazardous waste (HHW), latex paint, and electronics. Below are the proposed locations for the 2019 Recycle Day events. Please note that staff is in the process of finding a location for the June 8, 2019 event, and will provide a Site Agreement for this event at a later date.

### Spring / Fall Recycle Day Events

- Saturday, June 8, 2019 from 10AM to 2PM (location to be determined)
- Saturday, October 12, 2019 from 10AM to 2PM at Clio High School

### Weekday Collection Events

- Tuesday, July 9, 2019 from 2PM to 6PM at Mott Community College
- Tuesday, August 13, 2019 from 2PM to 6PM at Mott Community College
- Tuesday, September 10, 2019 from 2PM to 6PM at Mott Community College

Attached you will find the Site Agreements for each location. Mott Community College's agreement includes a Facilities Use Form that also requires a signature on behalf of the County. The agreements have been sent to the document review committee, as well as each host location for review. The language of each agreement will substantially conform to that of the attached agreement.

Staff is requesting that the Community and Economic Development Committee approve the Site Agreements with Clio High School (account #243.4082.46450) and Mott Community College (account #243.4082.46450) and approve Commissioner Young to sign the Agreements, as well as the Mott Community College Facilities Use Form.

HOUSEHOLD HAZARDOUS WASTE COLLECTION  
SITE AGREEMENT

This Household Hazardous Waste Collection Site Agreement (the "Agreement") is between Genesee County, a Michigan municipal corporation (the "County"), and **Mott Community College**, a Michigan post-secondary institution (the "Owner").

1. The Owner is the owner of the real property located at 1401 E Court Street, Flint, MI 48503 (the "Property").
2. The Owner agrees to permit the County to conduct a Household Hazardous Waste Collection / Recycle Day (the "Event") at the Property, specifically Parking Lot S, on July 9, 2019, August 13, 2019, and September 10, 2019.
3. The Owner agrees to permit the County to drop-off / pick-up equipment necessary to conduct the Recycle Day event at the Property on July 9, 2019, August 13, 2019, and September 10, 2019.
4. The County shall contract with a licensed hazardous waste hauler (the "Waste Hauler") to set up, organize and conduct the Event. The name and qualifications of the Waste Hauler shall be provided to Owner by the County at least fourteen (14) days prior to the date of the Event.
5. The County will provide to Owner a copy of the contract with the Waste Hauler and any insurance certificates provided by the Waste Hauler to the County upon request.
6. Execution of this Agreement is authorized by Resolution # \_\_\_\_\_ issued by the Genesee County Board of Commissioners.

The Parties hereby agree to the terms described above by having this Agreement executed by their duly authorized officers.

**FOR THE COUNTY**

\_\_\_\_\_  
Mark Young, Chairperson  
Genesee County Board  
of Commissioners

**FOR THE OWNER**

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_





**Facilities Use Form**  
1401 E. Court St. Flint, MI 48503  
(810) 762-5906 FAX: (810) 762-0948

Date: October 24, 2018 Check One:  Non-Profit Org.  For-Profit Org.

Name of Activity: Genesee County Recycle Day

Date of Activity: July 9, 2018, August 13, 2019, and September 10, 2019 Attendance (est.): 120+

Beginning Time 12:00pm Ending Time 7:00pm Event Start Time: 2:00pm  
(include set-up time)

Room(s): Parking Lot S

Food Service: Yes  No  Equipment needs None

External Organization Name: Genesee County Metropolitan Planning Commission

Certificate of Liability Insurance: Attached:  Will Send:

Contact Person: Cody Roblyer Phone: (810) 766-6570 Cell: (810) 347-5693  
(name)

Address: 1101 Beach Street Email: croblyer@co.genesee.mi.us  
(street)  
Flint, MI 48502  
(city) (state) (zip code)

Organization Representative Attending Event: \*same as above\*  
(name)

Phone: \_\_\_\_\_ Cell: \_\_\_\_\_

Address: \_\_\_\_\_ Email: \_\_\_\_\_  
(city) (state) (zip code)

**Billing Name and Address if different from above:**

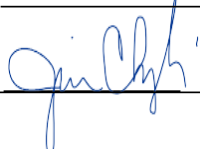
Name: \_\_\_\_\_ Phone: \_\_\_\_\_  
(name)

Address: \_\_\_\_\_  
(street)  
\_\_\_\_\_  
(city) (state) (zip code)

Rental Rate: N/A per \_\_\_\_\_ Total: \_\_\_\_\_

The Individual/Organization will be permitted access to Mott Community College as outlined above and will agree to follow all the rules governing the use of Mott Community College facilities and any specific guidelines or restrictions at the sole discretion of Mott Community College. By signing below you are committing to follow all guidelines outlined and policies referred to in the pages of this document.

EXTERNAL APPLICANT: \_\_\_\_\_ DATE: \_\_\_\_\_

COLLEGE APPROVAL:  \_\_\_\_\_ DATE: \_\_\_\_\_

## **GUIDELINES**

**Rent/Fees:** Any event taking place after normal business hours may incur fees for building supervision, technical support, custodial, and/or security. Mott Personnel must be used for these services. Billing will occur immediately following the event.

**Equipment Needs:** Requests for equipment must be made in advance and will be met only on an availability basis. If technical support is needed while the event is in progress you can dial 24357 (2-HELP) for assistance. If the event is taking place after normal business hours technical support might not be available unless arrangements are made ahead of the event.

**Room Set-up:** Arrangements will be made through Events Set-up Assistant. Please review Mott Community College's website, Conference & Events Services – External Organizations at [http://www.mcc.edu/events/external\\_org.shtml](http://www.mcc.edu/events/external_org.shtml)

**Catering:** Food service is available at Mott Community College. A catering menu can be viewed at the following website: [http://www.mcc.edu/bearbistro/pdf\\_bearbistro/bearbistro\\_catering.pdf#view](http://www.mcc.edu/bearbistro/pdf_bearbistro/bearbistro_catering.pdf#view). The Food Service Coordinator will make all the necessary arrangements and can be contacted by calling (810) 232-9636 or (810) 762-5906 at least three business days prior to scheduled event.

**Parking:** A limited amount of parking is available in the paid parking lot located off of Court St. The cost for paid parking is \$1.00 per park. The parking lot is open to the public and to students; therefore, we cannot guarantee there will be enough space for your event. Free parking is available in the student parking ramps located off of Horrigan Dr. Visit our website [www.mcc.edu Campus Maps](http://www.mcc.edu/Campus_Maps) for a complete parking guide.

**Gaining Access to Facilities/Help with Emergencies:** The individual listed on page one of this document as the Organization Representative Attending Event may make arrangements to gain access to the rented facility by contacting the Supervisor of Auxiliary Services at (810) 762-5906 in advance of the event or by contacting the Public Safety Dispatcher at (810) 762-0222 on the day of the event. Please contact Public Safety at (810) 762-0222 or 20222 from an internal phone for any emergency while on campus or when leaving the facility to ensure room is secured.

**Condition of Facilities Upon Departure:** It is expected that when leaving Mott Community College facilities, the area in use will be left in at least the condition in which it was found. If it is necessary to adhere posters/flyers/notices to walls please ensure appropriate adhesives are used in order to cause no damage. Nails, staples and tacks are typically not appropriate for this purpose.

**Please note that Mott Community College is a smoke and tobacco free campus.**

**College Non-Endorsement Disclaimer:** Authorization for use of college facilities shall not be considered as endorsement of or approval of any group or organization nor the purposes they represent.

**Use Agreement:** The Individual/Organization identified on page one of this document agree by signature on date specified to this Hold Harmless and Use Agreement:

The Individual/Organization will be permitted access to the specified facilities on the stated date(s) and time(s) and will agree to follow any and all rules governing use of Mott Community College Facilities and any specific guidelines or restrictions at the sole discretion of Mott Community College. It is the signatory's responsibility to review Mott Community College Board Policies 4560 Use of College Facilities and 4570 Alcoholic Beverages at the following website: [http://www.mcc.edu/board\\_policies/4000.shtml#bp4560](http://www.mcc.edu/board_policies/4000.shtml#bp4560)

The specific location of any use shall be subject to Mott Community College's discretion and the Individual/Organization will be responsible for all expenses related to its presence on the campus of Mott Community College.

**Allocation of Liability and Insurance:** Each party to this Agreement will remain responsible for any claims arising out of that party's performance of this Agreement, as provided for in this Agreement or by law. This Agreement is not intended to either increase or decrease either party's liability for or immunity from tort claims. This Agreement is not intended to nor will it be interpreted as giving either party a right of indemnification either by contract or at law for claims arising out of the performance of this Agreement.

The Individual/Organization shall contract with a licensed hazardous waste hauler (the "Waste Hauler") as outlined in the Household Hazardous Waste Collection Site Agreement", at its own expense the Waste Hauler will keep in full force and effect until the cessation of its activity a policy of public liability and property damage insurance with respect to Mott Community College having limits of not less than One Million Dollars (\$1,000,000) for each occurrence and aggregate, including bodily or personal injury, product liability, if applicable and property damage, with Mott Community College named as an Additional Insured for the period of the event. Automobile liability coverage of at least One Million Dollars (\$1,000,000) may also be required depending on the circumstances. The Individual/Organization agrees to provide proof of such insurance to Mott Community College at least three business days in advance of the scheduled event.

*Mott Community College reserves the right to adjust event location to another location, ensuring that it will accommodate the size of the event. College programs and activities shall have priority over those requests for use by organizations outside the college.*

HOUSEHOLD HAZARDOUS WASTE COLLECTION  
SITE AGREEMENT

This Household Hazardous Waste Collection Site Agreement (the "Agreement") is between Genesee County, a Michigan municipal corporation (the "County"), and **Clio Area Schools**, a Michigan community school district (the "Owner").

1. The Owner is the owner of the real property located at 1 Mustang Drive, Clio, MI 48420 (the "Property").
2. The Owner agrees to permit the County to conduct a Household Hazardous Waste Collection / Recycle Day (the "Event") utilizing the entire Property on October 12, 2019.
3. The Owner agrees to permit the County to drop-off equipment on October 11, 2019 and pick-up equipment on October 14, 2019 necessary to conduct the Recycle Day event at the Property.
4. The Owner agrees to permit the County access to a restroom and break room facilities, of which the County will pay for any involved fees.
5. The County shall contract with a licensed hazardous waste hauler (the "Waste Hauler") to set up, organize and conduct the Event. The name and qualifications of the Waste Hauler shall be provided to Owner by the County at least fourteen (14) days prior to the date of the Event.
6. The County will provide to Owner a copy of the contract with the Waste Hauler and any insurance certificates provided by the Waste Hauler to the County upon request.
7. Execution of this Agreement is authorized by Resolution # \_\_\_\_\_ issued by the Genesee County Board of Commissioners.

The Parties hereby agree to the terms described above by having this Agreement executed by their duly authorized officers.

**FOR THE COUNTY**

\_\_\_\_\_  
Mark Young, Chairperson  
Genesee County Board  
of Commissioners

**FOR THE OWNER**

\_\_\_\_\_  
Name: \_\_\_\_\_  
Title: \_\_\_\_\_

**GENESEE COUNTY BOARD OF COUNTY COMMISSIONERS  
REVIEW CHECKLIST**

Mott Community College - HHW Collection Site Agreement and Facilities Use Form

Department: Planning Document: \_\_\_\_\_  
Dept. Contact: Cody Roblyer Phone: 810-766-6570  
Committee: C&ED Desired agenda date: November 19, 2018  
Account Number: 243/4082/46450 Expenditure Amount: N/A

**Submit a completed copy of this form with documents submitted for Board/Committee consideration.**

All documents requesting Board approval must be reviewed by the Controller, Purchasing, Risk Management, and Corporation Counsel prior to submitting to the Board Office for placement on the appropriate agenda. Corporation Counsel approval may be received only after all other departments have signed off.

1. Controller-Finance

This item requires an appropriation or budget transfer.

This item does not require an appropriation or budget transfer and it has been reviewed and found to be in accordance with the County's budget and accounting practices.

Kristie Primeau 10/25/18  
Controller's Office Date

2. Controller-Procurement

This transaction is subject to the Genesee County Administrative Control of Funds Regulations.

This transaction is in compliance with the Genesee County Purchasing Regulations.

\_\_\_\_\_  
Controller's Office Date

3. Risk Management

The insurance, indemnity, and bond provisions contained in this document are sufficient to meet the County's fiscal obligations.

\_\_\_\_\_  
Risk Manager Date

4. Legal

This document is approved as to form and legality.

\_\_\_\_\_  
Corporation Counsel Date

5. Department

I certify that this document is the document approved by the above listed departments and meets all requirements set forth: \_\_\_\_\_.

**GENESEE COUNTY BOARD OF COUNTY COMMISSIONERS  
REVIEW CHECKLIST**

Mott Community College - IH/W Collection Site Agreement and Facilities Use Form

Department: Planning Document: \_\_\_\_\_  
Dept. Contact: Cody Roblyer Phone: 810-766-6570  
Committee: C&ED Desired agenda date: November 19, 2018  
Account Number: 243/4082/46450 Expenditure Amount: N/A

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\_\_\_\_\_  
Controller's Office Date 10/30/18

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Risk Manager Date

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Corporation Counsel Date

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RECEIVED  
GENESEE COUNTY  
OCT 30 2018  
METROPOLITAN  
PLANNING COMMISSION

**GENESEE COUNTY BOARD OF COUNTY COMMISSIONERS  
REVIEW CHECKLIST**

Mott Community College - HHW Collection Site Agreement and Facility Use Form

Department: Planning  
 Dept. Contact: Cody Roblyer  
 Committee: C&ED  
 Account Number: 243/4082/46450

Document: \_\_\_\_\_  
 Phone: 810-766-6570  
 Desired agenda date: November 19, 2018  
 Expenditure Amount: N/A

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 Controller's Office                      Date

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 Risk Manager                      Date 10/29/18

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 METROPOLITAN  
 PLANNING COMMISSION

**GENESEE COUNTY BOARD OF COUNTY COMMISSIONERS  
REVIEW CHECKLIST**

Matt Community College - HHW Collection Site Agreement and Facilities Use Form

Department: Planning

Document: \_\_\_\_\_

Dept. Contact: Cody Roblyer

Phone: 810-766-6570

Committee: C&ED

Desired agenda date: November 19, 2018

Account Number: 243/4082/46450

Expenditure Amount: N/A

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Controller's Office                      Date

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Risk Manager                              Date

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Brooke Tucker      10/26/18  
Corporation Counsel                      Date

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RECEIVED  
GENESEE COUNTY  
METROPOLITAN  
PLANNING COMMISSION

**GENESEE COUNTY BOARD OF COUNTY COMMISSIONERS  
REVIEW CHECKLIST**

Department: Planning Document: Clio High School - HHW Collection Site Agreement  
Dept. Contact: Cody Roblyer Phone: 810-766-6570  
Committee: C&ED Desired agenda date: November 19, 2018  
Account Number: 243/4082/46450 Expenditure Amount: N/A

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Corporation Counsel Date

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GENESEE COUNTY

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**GENESEE COUNTY BOARD OF COUNTY COMMISSIONERS  
REVIEW CHECKLIST**

Department: Planning Document: Clio High School - HHW Collection Site Agreement  
Dept. Contact: Cody Roblyer Phone: 810-766-6570  
Committee: C&ED Desired agenda date: November 19, 2018  
Account Number: 243/4082/46450 Expenditure Amount: N/A

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**GENESEE COUNTY BOARD OF COUNTY COMMISSIONERS  
REVIEW CHECKLIST**

Clio High School - HHW Collection Site Agreement

Department: Planning

Document: \_\_\_\_\_

Dept. Contact: Cody Roblyer

Phone: 810-766-6570

Committee: C&ED

Desired agenda date: November 19, 2018

Account Number: 243/4082/46450

Expenditure Amount: N/A

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Controller's Office                      Date

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[Signature]                      10/29/18  
Risk Manager                      Date

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Corporation Counsel                      Date

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**GENESEE COUNTY BOARD OF COUNTY COMMISSIONERS  
REVIEW CHECKLIST**

Department: Planning  
Dept. Contact: Cody Roblyer  
Committee: C&ED  
Account Number: 243/4082/46450

Clio High School - HHW Collection Site Agreement

Document: \_\_\_\_\_  
Phone: 810-766-6570  
Desired agenda date: November 19, 2018  
Expenditure Amount: N/A

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Brooke Tucker                      10/29/18  
Corporation Counsel                      Date

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RECEIVED  
GENESEE COUNTY

OCT 30 2018  
METROPOLITAN  
PLANNING COMMISSION

B. C100818VIB: Request approval of Rideshare contract between GCMPC and MDOT  
– Attached

C. C100818VIC: Request approval of Pass Through Agreement between GCMPC and the Genesee-Lapeer-Shiawassee Region V Planning and Development Commission (fund #s attached) – Attached

D. C100818VID: Request approval of Pass Through Agreement between the GCMPC and the Mass Transportation Authority (fund #s attached) - Attached

#### ECONOMIC DEVELOPMENT

None

#### ENVIRONMENTAL BUSINESS

None



#### OTHER BUSINESS



#### ADJOURNMENT

Chairperson Martin adjourned the Community and Economic Development meeting at 11:38 a.m.

Transcribed by:  
Melissa S. Bishop  
Administrative Secretary