



**GENESEE COUNTY**  
**METROPOLITAN PLANNING  
COMMISSION**

**GCMPC MEETING**

**Tuesday, January 7, 2025  
8:00 A.M.**

**Commissioners**

Alan Himelhoch  
Chairperson

Mike LaPointe  
Vice-Chairperson

Gloria J. Nealy  
Secretary

Dr. Beverly Brown

Cheryl Sclater

Jeffrey M. Peake

Lauren Coney

Martin L. Cousineau

Reggie Smith

Tyler Rossmassler

William Brandon

Genesee County Administration Building  
1101 Beach Street  
3<sup>rd</sup> Floor - Harris Auditorium  
Flint, MI 48502

**AGENDA**

- I. Call to Order
- II. Roll Call
- III. Minutes
  - \*\*\*A. Minutes of the December 3, 2024 Regular Meeting (attached)
- IV. Opportunity for Individuals to Address the Commission
- V. Communications
- VI. Committee Reports
  - \*\*\*A. Local Unit Committee
- VII. New Business
  - \*\*\*A. GCMPC Rules and Procedures Revisions Approval (attached)
- VIII. Finances
  - \*\*\*A. Contract, Vouchers and Bills (attached)

\*\*\*B. Commission Expenses and Per Diems (to be distributed)

\*\*\*C. Financial Update (attached)

\*\*\*1. Draft FY 2024 Financials for October 1, 2023 to September 30, 2024 (attached)

\*\*\*2. Financials for October 1, 2024 to November 30, 2024 (attached)

IX. Old Business

A. Project Status

\*\*\*1. 3-C Transportation Planning – December 2024 Status Report (attached)

\*\*\*2. Environmental Program – December 2024 Status Report (attached)

\*\*\*3. Community Development Program – December 2024 Status Report (attached)

\*\*\*4. American Rescue Plan Act – December 2024 Status Report (attached)

\*\*\*5. Report of the Director – December 2024 Status Report (attached)

B. Commissioner Comments

X. Adjournment

**\*\*\*Indicates Action Item**

**NEXT MEETING: Tuesday, February 4, 2025**

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Tuesday, December 3, 2024, 8:00 a.m.**

**MINUTES**

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, December 3, 2024, in the Harris Auditorium of the Genesee County Administration Building, 3<sup>rd</sup> Floor, 1101 Beach Street, Flint, Michigan.

**I. CALL TO ORDER**

Chairperson Himelhoch called the meeting to order at 8:05 a.m.

**II. ROLL CALL**

**Present:** Alan Himelhoch, Cheryl Sclater, Dr. Beverly Brown, Gloria Nealy, Jeffrey M. Peake, Lauren Coney, Martin L. Cousineau, Mike LaPointe, Reggie Smith, Tyler Rossmassler, and William Brandon.

**Absent:** None

**Others Present:** Derek Bradshaw, Chris Durgan, Sheila Taylor, Jacob Maurer, Nichole Odette and Renate Soto.

**III. MINUTES**

**A. Minutes of the November 12, 2024 Regular Meeting**

**Motion: Action:** Approve, **Moved by** William Brandon, **Seconded by** Reggie Smith, to approve the November 12, 2024 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**

A letter was received from Atlas Township regarding the Master Plan Review presented at the November GCMPC meeting. Atlas Township plans to conduct another 30-day public comment period, redistribute the draft Master Plan, and postpone the originally scheduled public hearing to a date to be determined.

**VI. COMMITTEE REPORTS**

**A. Rules and Procedures Committee**

Rules and Procedures Committee Chairperson Cheryl Sclater stated the Committee met to discuss proposed changes to the GCMPC Rules and Procedures. Some minor

corrections will be made, the revised Rules and Procedures will be sent out to Commissioners for review and then will be added to the January GCMPC agenda for approval from the full commission. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Dr. Beverly Brown, **Seconded by** Jeffrey Peake, to approve the Rules and Procedures Committee Report as presented.

Motion passed unanimously.

(Documents on file with minutes)

### **B. Personnel Committee**

Personnel Committee Chairperson Tyler Rossmassler stated the Personnel Committee met and reviewed the request to create, post, and fill 2 Planning Specialist positions, creating promotional opportunities for staff. The Committee is recommending approval of the personnel changes as requested. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Reggie Smith, **Seconded by** Dr. Beverly Brown, to approve the Personnel Committee Report and approve the Personnel Change requests as presented.

Motion passed unanimously.

(Documents on file with minutes)

## **VII. NEW BUSINESS**

There was no new business.

## **VIII. FINANCES**

### **A. Contract, Vouchers and Bills**

Derek Bradshaw reviewed the Contract, Vouchers and Bills.

**Motion: Action:** Approve, **Moved by** Jeffrey Peake, **Seconded by** Reggie Smith, to approve the December Contract, Vouchers and Bills for a total \$98,365.14 and to authorize the proper authorities to sign the checks. Discussion ensued.

Motion passed unanimously.

(Documents on file with minutes)

### **B. Commission Expenses and Per Diems**

**Motion: Action:** Approve, **Moved by** Jeffrey Peake, **Seconded by** Mike LaPointe, to approve the Commission Expenses and Per Diems.

Motion passed unanimously.

(Documents on file with minutes)

### **C. Financial Update**

Derek Bradshaw stated that staff is in the process of finalizing year end finances. At the January meeting the FY 2024 reports will be presented.

**Motion: Action:** Approve, **Moved by** Dr. Beverly Brown, **Seconded by** Jeffrey Peake, to approve the Financial Update as presented.

Motion passed unanimously.

(Documents on file with minutes)

## **IX. OLD BUSINESS**

### **A. Project Status**

### **1. 3-C Transportation Planning – November 2024 Status Report**

Jacob Maurer stated that the transportation division has been meeting with the Transportation Systems Management (TSM) sub-committee to review the draft list of FY 2026-2029 TIP projects. The list should be complete by mid-December. TIP Amendment #20 was approved by Genesee County Metro Alliance in November, which will fund 2 projects in the City of Fenton. Genesee County residents have been invited and are encouraged to participate in a survey regarding the Safety Action Plan. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Jeffrey Peake, **Seconded** Dr. Beverly Brown, to approve the 3-C Transportation Planning report as presented.

Motion passed unanimously.

(Original on file with minutes)

### **2. Environmental Program Update – November 2024 Status Report**

Jacob Maurer stated that staff for the Solid Waste program are getting organized for the first Materials Management Planning Committee (MMPC) meeting this week. Staff met for a pre-bid meeting with 7 potential architects for the future Recycling and Education Center. The Request for Proposal (RFP) period closes December 5. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Mike LaPointe, **Seconded by** Jeffrey Peake, to approve the Environmental Program report as presented.

Motion passed unanimously.

(Original on file with minutes)

### **3. Community Development Program – November 2024 Status Report**

Sheila Taylor stated that new low/moderate income census data from HUD was received which is directly used for the block grant program. Area communities have already selected 2025 projects which will be part of the Consolidated Plan currently being developed. Communities with projects that are now ineligible because of the new census data will have an opportunity to select new projects in eligible areas. The Housing Impact Fund pre-application process will close on December 16. Staff has been meeting with local units and developers to answer questions and assist in the application process.

**Motion: Action:** Approve, **Moved by** Jeffrey Peake, **Seconded by** Cheryl Sclater, to approve the Community Development Program report as presented.

Motion passed unanimously.

(Original on file with minutes)

### **4. Housing Program Update – November 2024 Status Report**

Nichole Odette stated that the housing program has completed 42 projects so far in 2024 with 4 additional projects expected to be completed in December. Staff worked with the Genesee County Land Bank to purchase a Neighborhood Stabilization Program (NSP) home in Burton to be rehabilitated and sold. Construction should begin early next year on the Neighborhood Purchase/Rehab/Resale (NPRR) home in Vienna Township. 36 complete applications have been received for the Roof Revitalization Program with 11 of those being approved. We are on track to meet the first benchmark of having all project addresses selected by March 2025. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Reggie Smith, **Seconded by** Jeffrey Peake, to approve the Housing Program Report as presented.

Motion passed unanimously.

(Original on file with minutes)

**5. American Rescue Plan Act – November 2024 Status Report**

Chris Durgan stated that several ARPA projects have contract deadlines of December 31. Staff will be requesting extensions for a few projects that will require some extra time to complete. ARPA funds must be associated with a project by the end of 2024.

**Motion: Action:** Approve, **Moved by** Jeffrey Peake, **Seconded by** Mike LaPointe, to approve the American Rescue Plan Act Report as presented.

Motion passed unanimously.

(Original on file with minutes)

**6. Report of the Director – November 2024 Status Report**

Derek Bradshaw stated that staff has created a public survey regarding the Genesee County Master Plan and are encouraging County residents to take the survey. Progress on the Tower Project is coming along, with the 10<sup>th</sup> floor expected to be complete in the next month. County staff has been working proactively with the contractor to ensure quality work and a timely completion.

**Motion: Action:** Approve, **Moved by** Dr. Beverly Brown, **Seconded by** William Brandon, to approve the Report of the Director 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 Genesee County Parks and Recreation Commission's meetings and events.

**X. ADJOURNMENT**

Chairperson Himelhoch adjourned the meeting at 8:46 a.m.

Respectfully submitted,  
Renate Soto, Program Services Specialist  
Genesee County Metropolitan Planning Commission

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**CHECK DISBURSEMENT VOUCHER**  
January 7, 2025

AECOM	SS4A Consultant	16,002.20	ACH # 53841
American Paint Recyclers, LLC	Latex Paint Recycling	340.00	ACH # 53721
CDW LLC	Adobe Acrobat License	202.00	ACH # 53647
JP Morgan Chase Bank	Facebook boost for Master Plan survey	407.90	10366064
Rowe Professional Services	US-23 corridor study consultant services	24,736.44	ACH # 53953
Sparkle Buggy Wash	Car wash	7.00	10366204
Staples, Inc.	Office Supplies	14.79	ACH # 53618
Staples, Inc.	Office Supplies	280.01	ACH # 53618
State of Michigan	Payment to MDOT for contract 2021-0003/Z1	7,225.72	10366206
State of Michigan	Payment to MDOT for contract 2018-0003/Z3	8,768.59	10366206
		<u>8,768.59</u>	
		<u>\$57,984.65</u>	

EXHIBIT I

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION  
BALANCE SHEET  
For October 1, 2023 to September 30, 2024  
DRAFT**

<u>ASSETS</u>	<u>PLANNING</u>	<u>(RESTRICTED) SOLID WASTE</u>
Cash	701,547	\$2,093,031
Imprest Cash	\$200	\$0
Cash on Hand	-	\$0
Accounts Receivable	\$0	\$304,002
Due from Employees	\$0	\$0
Due from Other Governmental Units (Exhibit II, below)	\$316,810	\$0
Prepaid Expenses	\$7,520	\$285
<b>TOTAL ASSETS</b>	<u><u>1,026,077</u></u>	<u><u>\$2,397,318</u></u>
<u>LIABILITIES</u>		
Vouchers Payable	\$171,271	\$66,053
Net Pay	\$40,441	\$2,860
Unearned Revenue	\$0	\$5,120
Deferred Revenue	\$305,163	\$20,098
<b>TOTAL LIABILITIES</b>	<u><u>\$516,875</u></u>	<u><u>\$94,132</u></u>
<u>RESERVES, AND FUND BALANCE</u>		
Assigned -Tech Upgrades	\$20,000	\$0
Assigned -Contractual Disallowances	\$165,000	\$0
Assigned -Contribution to Title IV	\$15,000	\$0
Assigned-Compensated Absences	\$58,349	\$0
Restricted for construction of solid waste recycling facility	\$0	\$1,503,874
Fund Balance, October 1, 2023	\$359,909	-
Excess Revenue Over Expenditures	(109,055)	799,312
Unrestricted fund balance	\$250,854	\$0
<b>Total Reserves and Fund Balance, September 30, 2024</b>	<u><u>\$509,202</u></u>	<u><u>\$2,303,186</u></u>
<b>TOTAL LIABILITIES, RESERVES, AND FUND BALANCE</b>	<u><u>\$1,026,077</u></u>	<u><u>\$2,397,318</u></u>

EXHIBIT II

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION  
Due From Other Governmental Units  
For October 1, 2023 to September 30, 2024  
DRAFT**

<u>Due from Other Governmental Units</u>	<u>PLANNING</u>	<u>(RESTRICTED) SOLID WASTE</u>
Due from the Federal Gov't FHWA	\$285,895	\$0
Due from the Federal Gov't Rideshare	\$30,915	\$0
Due from GLS Region V	\$0	\$0
<b>Total Due from Other Governmental Units</b>	<u><u>\$316,810</u></u>	<u><u>\$0</u></u>



EXHIBIT III

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Statement of Revenue and Expenditures**  
**For October 1, 2023 to September 30, 2024**  
**DRAFT**

REVENUE (Exhibit IV)		\$3,752,844
EXPENDITURES (Exhibit V):		
Personnel Services	\$1,135,972	
Fringe Benefits	\$784,160	
Consulting Services	\$5,518	
Contracted Services	\$14,257	
Other Services	\$182,481	
Travel	\$325	
Supplies and Office Costs	\$394,138	
Rent and other County department costs	\$382,792	
Transfers Out	\$162,945	
TOTAL EXPENDITURES		\$3,062,588
EXCESS REVENUE OVER/-UNDER EXPENDITURES		<u>\$690,257</u>

EXHIBIT IV

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Revenue Budget Variance Report**  
**For October 1, 2023 to September 30, 2024**  
**DRAFT**

<u>Account Number</u>	<u>Revenue</u>	<u>Total Budget</u>	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>	<u>Variance</u>
494.000	Solid Waste Permit Fees	6,320	6,320	5,820	(500)
539.000	State Revenue	1,027,702	1,027,702	-	(1,027,702)
504.000	Community Development	713,205	713,205	705,471	(7,733)
523.000	Federal Revenue-FHWA	1,121,589	1,121,589	523,425	(598,164)
509.000	Federal Revenue -safe streets grant	412,000	412,000	12,696	(399,304)
525.000	Rideshare	100,000	100,000	91,265	(8,735)
699.000	Transfer In	214,104	214,104	162,945	(51,159)
674.003	County Appropriation	431,255	431,255	431,255	-
674.029	Local Contribution	26,658	26,658	26,798	140
672.001	Miscellaneous Revenue	-	-	500	500
679.005	ForFeited Employee Contributions	-	-	-	-
618.000	Solid Waste Ordinance Fees	869,247	869,247	1,035,549	166,302
622.001	Inspection Fees	10,000	10,000	13,045	3,045
645.012	Indirect Revenue	607,690	607,690	446,910	(160,780)
645.019	Indirect Revenue-planning	552,086	552,086	19,727	(532,360)
669.007	Interest Earned Revenue	40,000	40,000	133,797	93,797
679.001	Region V	76,220	76,220	143,641	67,421
	Total Revenue Budget	<u>6,208,077</u>	<u>6,208,077</u>	<u>3,752,844</u>	<u>(2,455,232)</u>

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**

**Statement of Expenditures: Actual vs. Budget**

**For October 1, 2023 to September 30, 2024**

DRAFT

EXHIBIT V

Account Number	Account Name	Budget FY 2022	Expenditures 2022	Budget FY 2023	Expenditures 2023	Budget FY 2024	Expenditures 2024	Variance 2024	Expenditures As % of Total Budget
	Salary & Longevity	1,273,416	1,054,514	1,181,280	1,068,761	1,215,736	1,135,972	79,764	93%
	Total Fringe Benefit	773,875	678,921	752,556	643,493	724,074	642,109	81,965	89%
724.000	Other Fringes	181,823	0	154,365	0	129,152	142,051	(12,898)	110%
754.000	Supplies, Office	15,725	9,297	26,215	8,084	33,100	34,997	(1,897)	106%
801.004	Service Contracts Gen.	37,130	7,961	14,078	6,522	16,780	12,001	4,780	72%
804.000	Consultants	590,725	119,567	949,574	213,361	1,278,384	347,141	931,243	27%
835.001	Health Serv. Employees	1,200	364	1,000	702	1,200	1,398	(198)	117%
850.000	Telephone	5,000	3,696	4,800	3,647	4,500	4,120	380	92%
872.027	Indirect cost expense	93,330	0	607,587	0	423,333	0	423,333	0%
900.014	Advertising	52,200	4,574	41,300	14,962	32,625	2,767	29,858	8%
910.005	Training	8,940	2,990	9,840	4,172	16,300	6,703	9,597	41%
913.001	Travel	3,700	0	6,300	2,291	11,305	4,788	6,517	42%
915.000	Memberships	3,700	505	3,900	801	4,000	1,202	2,798	30%
931.000	Repairs	500	0	500	0	500	0	500	0%
980.000	Equipment	7,500	4,331	15,000	4,010	19,509	8,541	10,968	44%
801.044	Auditing	10,700	6,300	11,400	0	11,400	0	11,400	0%
851.000	Postage	6,250	2,714	5,910	1,133	7,000	1,040	5,960	15%
872.006	Waste Collections	648,394	290,556	419,616	235,909	296,247	172,738	123,509	58%
872.013	Specialty Waste expense	8,000	7,190	0	0	0	0	-	0%
872.022	Indirect cost -nonproductive	0	173,561	176,741	158,122	182,709	0	182,709	0%
907.005	Validated Parking	1,500	442	1,500	497	1,500	325	1,175	22%
930.000	Building maintenance & construction	0	0	273,095	0	1,203,400	0	1,203,400	0%
	Subtotal: Controllable Cost	3,723,608	2,367,481	4,656,557	2,366,467	5,612,755	2,517,891	3,094,864	45
955.074	Transfers Out Other Fringe	41,440	0	0	0	-	0	-	0%
955.075	Transfers Out, Indirect	895,694	114,014	184,329	88,840	214,104	162,945	51,159	76%
957.004	Convenience Copier	2,500	2,581	2,500	2,706	3,000	3,145	(145)	105%
957.005	Motor Pool Charges	15,000	13,844	19,000	17,031	17,500	17,889	(389)	102%
958.009	Insurance, General	66,071	66,071	98,648	98,648	113,057	113,057	-	100%
958.014	CSA	229,718	229,718	227,482	227,482	247,661	247,661	-	100%
	Subtotal: Uncontrollable Costs	1,250,423	426,228	531,959	434,707	595,322	544,697	50,625	91
	<b>GRAND TOTALS</b>	<b>\$4,974,031</b>	<b>\$2,793,710</b>	<b>\$5,188,516</b>	<b>\$2,801,175</b>	<b>\$6,208,077</b>	<b>\$3,062,588</b>	<b>3,145,489</b>	<b>49</b>

## EXHIBIT I

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION  
BALANCE SHEET  
For October 1, 2024 to November 30, 2024**

<u>ASSETS</u>	<u>PLANNING</u>	<u>(RESTRICTED) SOLID WASTE</u>
Cash	290,225	\$2,330,997
Imprest Cash	\$200	\$0
Cash on Hand	-	\$0
Accounts Receivable	\$0	\$20,098
Due from Employees	\$0	\$0
Due from Other Governmental Units (Exhibit II, below)	\$395,333	\$0
Prepaid Expenses	\$144	\$0
<b>TOTAL ASSETS</b>	<b><u>685,901</u></b>	<b><u>\$2,351,095</u></b>
<u>LIABILITIES</u>		
Vouchers Payable	\$16,421	\$31,841
Net Pay	(\$67)	\$0
Deferred Revenue	\$305,163	\$20,098
<b>TOTAL LIABILITIES</b>	<b><u>\$321,517</u></b>	<b><u>\$51,939</u></b>
<u>RESERVES, AND FUND BALANCE</u>		
Assigned -Tech Upgrades	\$20,000	\$0
Assigned -Contractual Disallowances	\$165,000	\$0
Assigned -Contribution to Title IV	\$15,000	\$0
Assigned-Compensated Absences	\$58,349	\$0
Restricted for construction of solid waste recycling facility	\$0	\$1,503,874
Fund Balance, October 1, 2023	\$250,854	799,312
Excess Revenue Over Expenditures	(144,818)	(4,031)
Unrestricted fund balance	\$106,036	\$0
<b>Total Reserves and Fund Balance, November 30, 2024</b>	<b><u>\$364,384</u></b>	<b><u>\$2,299,155</u></b>
<b>TOTAL LIABILITIES, RESERVES, AND FUND BALANCE</b>	<b><u>\$685,901</u></b>	<b><u>\$2,351,094</u></b>

## EXHIBIT II

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION  
Due From Other Governmental Units  
For October 1, 2024 to November 30, 2024**

<u>Due from Other Governmental Units</u>	<u>PLANNING</u>	<u>(RESTRICTED) SOLID WASTE</u>
Due from the Federal Gov't FHWA	\$372,462	\$0
Due from the Federal Gov't Rideshare	\$0	\$0
Due from GLS Region V	\$22,871	\$0
<b>Total Due from Other Governmental Units</b>	<b><u>\$395,333</u></b>	<b><u>\$0</u></b>

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Statement of Revenue and Expenditures**  
**For October 1, 2024 to November 30, 2024**

REVENUE (Exhibit IV)		\$259,681	
EXPENDITURES (Exhibit V):			
Personnel Services	\$150,926		
Fringe Benefits	\$96,485		
Consulting Services	\$778		
Contracted Services	\$1,507		
Other Services	\$827		
Travel	\$0		
Supplies and Office Costs	\$10,663		
Rent and other County department costs	\$147,345		
Transfers Out	\$0		
TOTAL EXPENDITURES		\$408,530	
EXCESS REVENUE OVER/-UNDER EXPENDITURES		<u>(\$148,849)</u>	-

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Revenue Budget Variance Report**  
**For October 1, 2024 to November 30, 2024**

<u>Account Number</u>	<u>Revenue</u>	<u>Total Budget</u>	<u>Y-T-D Budget</u>	<u>Y-T-D Actual</u>	<u>Variance</u>
494.000	Solid Waste Permit Fees	6,000	500	5,860	5,360
558.000	State Revenue	263,106	21,925	-	(21,925)
504.000	Community Development	718,191	59,849	102,292	42,442
523.000	Federal Revenue-FHWA	852,076	71,006	82,306	11,300
509.000	Federal Revenue -safe streets grant	350,200	29,183	-	(29,183)
525.000	Rideshare	100,000	8,333	4,261	(4,073)
699.000	Transfer In	222,055	18,505	-	(18,505)
674.003	County Appropriation	472,418	39,368	-	(39,368)
674.029	Local Contribution	43,898	3,658	-	(3,658)
524.000	Federal Revenue- Dept. of Energy	272,065	22,672	-	(22,672)
		-	-	-	-
618.000	Solid Waste Ordinance Fees	1,070,000	89,167	-	(89,167)
622.001	Inspection Fees	5,000	417	-	(417)
645.012	Indirect Revenue	778,492	64,874	61,361	(3,514)
645.019	Indirect Revenue-planning	520,124	43,344	-	(43,344)
669.007	Interest Earned Revenue	50,000	4,167	-	(4,167)
679.001	Region V	103,045	8,587	3,603	(4,985)
	Total Revenue Budget	<u>5,826,670</u>	<u>485,556</u>	<u>259,681</u>	<u>(225,874)</u>

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Statement of Expenditures: Actual vs. Budget**  
**For October 1, 2024 to November 30, 2024**

EXHIBIT V

Account Number	Account Name	Budget YTD FY 2023	Expenditures YTD 2023	Budget FY 2024	Expenditures 2024	Budget FY 2025	Expenditures 2025	Variance 2025	Expenditures As % of Total Budget
	Salary & Longevity	1,124,212	48,165	1,214,453	46,185	1,224,425	150,926	1,073,500	12
	Total Fringe Benefit	715,208	50,332	723,508	46,923	753,129	96,485	656,644	13
724.000	Other Fringes	201,076	76	128,753	71	178,982	0	178,982	0
754.000	Supplies, Office	26,225	26	32,049	2,279	39,400	2,352	37,048	6
801.004	Service Contracts Gen.	13,178	1,072	14,340	1,082	283,889	8,310	275,579	3
804.000	Consultants	953,574	0	1,280,384	0	1,007,441	0	1,007,441	0
835.001	Health Serv. Employees	500	0	1,200	0	1,200	0	1,200	0
850.000	Telephone	5,700	259	4,500	169	4,500	778	3,722	17
872.027	Indirect cost expense	0	1,279	423,333	0	427,558	0	427,558	0
900.014	Advertising	22,300	75	32,625	123	21,644	1,487	20,157	7
910.005	Training	9,840	0	15,300	150	10,600	20	10,580	0
913.001	Travel	6,300	0	11,305	1,528	7,500	0	7,500	0
915.000	Memberships	3,900	0	3,650	0	3,700	827	2,873	22
931.000	Repairs	500	0	500	0	500	0	500	0
980.000	Equipment	15,000	0	15,000	0	20,000	0	20,000	0
801.044	Auditing	11,400	0	11,400	0	11,400	0	11,400	0
851.000	Postage	6,400	82	7,000	0	8,000	0	8,000	0
872.006	Waste Collections	451,437	0	303,597	637	155,120	0	155,120	0
872.013	Specialty Waste expense	0	0	0	0	0	0	-	0
872.022	Indirect cost -nonproductive	0	0	182,709	0	188,096	0	188,096	0
907.005	Validated Parking	1,500	0	1,500	19	1,500	0	1,500	0
930.000	Building maintenance & construction	273,095	0	303,400	0	787,406	0	787,406	0
	Subtotal: Controllable Cost	3,841,345	101,365	4,710,507	99,164	5,135,991	261,185	4,874,805	5
955.074	Transfers Out Other Fringe	33,039	745	-	-	-	0	-	0
955.075	Transfers Out, Indirect	781,129	4,202	214,104	-	222,055	0	222,055	0
957.004	Convenience Copier	2,500	0	3,000	76	3,000	0	3,000	0
957.005	Motor Pool Charges	15,000	2,515	17,500	2,076	17,500	1,222	16,278	7
958.009	Insurance, General	98,648	98,648	113,057	113,057	85,723	85,723	-	100
958.014	CSA	227,482	18,957	247,661	20,638	362,401	60,400	302,001	17
	Subtotal: Uncontrollable Costs	1,157,797	125,066	595,322	135,848	690,679	147,345	543,334	21
	<b>GRAND TOTALS</b>	<b>\$4,999,142</b>	<b>\$226,431</b>	<b>\$5,305,829</b>	<b>\$235,011</b>	<b>\$5,826,670</b>	<b>\$408,530</b>	<b>5,418,139</b>	<b>7</b>



**GENESEE COUNTY**  
**METROPOLITAN PLANNING**  
**COMMISSION**

**MEMORANDUM**

**TO:** Members of the Genesee County Metropolitan Planning Commission

**FROM:** Jacob Maurer, Division Manager  
Transportation Program

**DATE:** January 7, 2025

**SUBJECT:** **3-C Transportation Planning – December 2024 Status Report**

**Transportation Improvement Program**

In December, staff received approval from the Genesee County Metropolitan Alliance to proceed with the draft listing of projects for the FY 2026-2029 Transportation Improvement Program (TIP). Staff, along with members of the Transportation Systems Management Subcommittee (TSM), prioritized applications totaling over \$48 million worth of road and transit based projects. Staff will begin to work with local agencies to assign years to projects listed to receive funding. Additionally, staff will begin to review air quality conformity requirements to proceed with the projects selected.

**Transportation Safety Planning**

The consultant, AECOM, has begun initial crash analysis across the County. The consultant has created a list of the top 25 most dangerous intersections/road segments, including and excluding MDOT roads. Next steps include continued in-depth crash analysis and narrowing down the Top 25 list to the most dangerous intersections/segments. The consultant will provide recommended improvements/alternatives for the most dangerous intersections/segments as well as assist in applying for funding for these improvements. A public survey is available for all residents of Genesee County through January 24<sup>th</sup>, 2025.

The survey can be found here: <https://bit.ly/gcmpc-sap>



**MEMORANDUM**

**TO:** Members of the Genesee County Metropolitan Planning Commission

**FROM:** Jacob Maurer, Division Manager  
Environmental Program

**DATE:** January 7, 2025

**SUBJECT:** **Environmental Program Update – December 2024 Status Report**

**Solid Waste Program**

The first Materials Management Planning Committee (MMPC) meeting was held on December 4, 2024, at 1:30 PM. During the meeting, the Genesee County Materials Management Plan Work Program that outlines the plan development process was approved. This approved work program is required by the Michigan Department of Environment, Great Lakes, and Energy (EGLE), and thus was submitted to EGLE for review and final approval on December 12, 2024.

Staff is in the process of determining the format for 2025 Recycle Day events. Discussion of the format and recommendation will take place at a GCMPC local unit subcommittee meeting on January 7, 2025.

Staff is collecting FY 2025 1<sup>st</sup> quarter reports from waste haulers, landfills, as well as transfer facilities operating in Genesee County. Reports are required to be filled out per the Genesee County Solid Waste Ordinance and are due January 15, 2025.

**Recycling and Education Center**

Demolition activities continue at the McDonald Dairy site. Burnash Wrecking, the demolition contractor, has made progress on demolishing and removing concrete foundations and parking lots through the property. In December, Burnash uncovered an additional concrete basement, the base of an elevator shaft, and large-scale construction debris that were buried. To allow time to complete this unforeseen work, and for Burnash Wrecking to prioritize a separate Genesee County demolition project on Ballanger Hwy, a contract extension was granted to January 31, 2025.

A Request for Proposals (RFP) finished on December 5, 2024, to solicit architects to assist with the design of the facility, procuring a construction company, and overseeing the construction process. Five proposals were received from the following companies: Sedgewick & Ferweda Architects (Flint), H2A (Davison), Hobbs & Black Architects (Lansing), THA (Flint), and DLZ (Flint). The proposals are being reviewed and scored by an internal evaluation team and the top two companies will be interviewed prior to selection.

Derek Bradshaw, Director    Christine Durgan, Assistant Director



**MEMORANDUM**

**TO:** Members of the Genesee County Metropolitan Planning Commission

**FROM:** Sheila Taylor, Division Manager  
Community Development Program

**DATE:** January 7, 2025

**SUBJECT:** **Community Development Program – December 2024 Status Report**

**Community Development Block Grant Program (CDBG)**

New low/moderate-income census data was recently published for CDBG recipients to use in qualifying projects. Staff updated maps of the low/moderate-income areas and notified local units of government of any changes to their projects as a result of the new maps and discussed options for applying for new projects. Program Year 2024 projects will not be impacted by these changes; however, 2025-2027 projects must use the updated maps. New project applications are due in Neighborly by January 13<sup>th</sup>.

Community Development staff began drafting the 2025-2029 Consolidated Plan, which outlines our program goals for the next 5 years. The Consolidated Plan is being developed in conjunction with an update to the county's master plan, Genesee: Our County, Our Future. Staff conducted stakeholder interviews over the last month which will help with goals and action steps listed in the plan. Staff anticipates providing the Consolidated Plan to committees for review and public comment in late February and March.

In January, staff will begin subrecipient monitoring for all 2021-2023 CDBG projects. Monitoring is intended to provide an opportunity for staff to meet with subrecipients/local units of government to recognize the accomplishments of our programs, as well as to identify ways to overcome problems and improve operations. Subrecipients will be provided with a checklist to prepare for the monitoring visit.

**HOME Investment Partnerships Program (HOME) and Our Housing Future Initiative**

Staff is preparing to finalize a contract with Habitat for Humanity for the construction of four new affordable housing units in Flint Township.

The pre-application window for Housing Impact Funds closed on December 16. Staff received 12 pre-applications and will review them to determine which projects will advance to the full application stage.



### **Home Improvement Program and Roof Revitalization Program**

During December, a furnace replacement and two roof replacements were completed under the Urgent Repair Program, utilizing \$42,108 in CDBG funds. Two Home Improvement Program projects were finished and expended \$45,258 in HOME and CDBG funding. A total of 48 projects were completed throughout the year. Three homeowner referrals were submitted to the Consumers Energy Helping Neighbors program to receive a new furnace and/or hot water heater.

Over 45 full applications have been submitted for the Roof Revitalization Program. Staff are working with homeowners to receive all required documentation for their applications, with 24 approved so far. Fifteen roof inspections have taken place, and staff anticipate inspecting another five in January. The first bid opportunity will be released through the Purchasing Department in early January.

### **Neighborhood Stabilization Program/Neighborhood Purchase/Rehab/Resale**

Construction is slated to begin in January at the NPRR home at 11209 Phyllis Drive in Vienna Township. Fitch Builders was issued a Notice to Proceed following receipt of the required bonds and building permit. Staff are making progress on the work specifications for the NSP property located at 3477 Camden Avenue in Burton. Consumers Energy reconnected the utilities following approval by the State Inspector. The City of Burton completed a tagged house inspection of the property as well.



**GENESEE COUNTY**  
**METROPOLITAN PLANNING**  
**COMMISSION**

**MEMORANDUM**

**TO:** Members of the Genesee County Metropolitan Planning Commission  
**FROM:** Christine A. Durgan, Assistant Director  
**DATE:** January 7, 2025  
**SUBJECT:** **American Rescue Plan Act – December 2024 Status Report**

**American Rescue Plan Act Local Unit Projects**

ARPA contracts and extensions for the remaining Senior Center projects, the KCI Sewer Extension and the Land Bank have all been signed. These projects will be getting underway in 2025.

The Mundy Township Senior Center recently sent their first reimbursement request for the purchase of a van for the center. They will use the remaining \$35,000 on furniture upgrades at the center. The work at the Grand Blanc Senior Center has recently been completed. Other centers are in various stages including bidding of projects and contractor selection. All centers have one year from contract date to complete their work.

The City of Grand Blanc Reid Rd. Sewer project is nearing completion. This project replaced a sewer pump station along Reid Rd. in Grand Blanc, which will provide increased capacity for further development in that area.

Derek Bradshaw, Director    Christine Durgan, Assistant Director



**GENESEE COUNTY**  
**METROPOLITAN PLANNING**  
**COMMISSION**

**MEMORANDUM**

**TO:** Members of the Genesee County Metropolitan Planning Commission

**FROM:** Derek Bradshaw, Director

**DATE:** January 7, 2025

**SUBJECT: Report of the Director – December 2024 Status Report**

**Our County, Our Future Master Plan Update**

In December, staff made significant progress on the Genesee County Master Plan. Several key reports were presented to the Steering Committee for initial review, including the materials management report, the housing profiles report, the bridge report, and the natural disaster threat report. These documents provide updated data on landfill and recycling, housing conditions, bridge infrastructure, and natural disaster risks. Comments gathered from the committee and through virtual submissions will be incorporated into the final drafts, which will be reviewed at the next Steering Committee meeting in January.

Staff also completed interviews with key agencies and organizations as part of the public engagement process and began analyzing the feedback received. Additionally, the public feedback survey, which has collected over 500 responses from Genesee County residents, will close on January 3. The insights from both the interviews and the survey will help shape the Visions and Actions for the Master Plan.

**GLS Region V**

The next regularly scheduled GLS Region V meeting will be held on January 28<sup>th</sup> at 6:00 p.m.

Derek Bradshaw, Director    Christine Durgan, Assistant Director