



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

**GCMPC MEETING**

**Tuesday, March 4, 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 February 4, 2025 Regular Meeting (attached)
- IV. Opportunity for Individuals to Address the Commission
- V. Communications
  - A. GCMPC 2024 Accomplishments Report (presentation)
- VI. Committee Reports
- VII. New Business
  - \*\*\*A. FPR-01-25-01; 2025-2026 GCCARD Head Start and Early Head Start Grant (attached)
- VIII. Finances

- \*\*\*A. Contract, Vouchers and Bills (attached)
- \*\*\*B. Commission Expenses and Per Diems (to be distributed)
- \*\*\*C. Financial Update (attached)
- \*\*\*D. Budget Transfer Requests (attached)

IX. Old Business

A. Project Status

- \*\*\*1. 3-C Transportation Planning – February 2025 Status Report (attached)
- \*\*\*2. Environmental Program – February 2025 Status Report (attached)
- \*\*\*3. Community Development Program – February 2025 Status Report (attached)
- \*\*\*4. Report of the Director – February 2025 Status Report (attached)

B. Commissioner Comments

X. Adjournment

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

**NEXT MEETING: Tuesday, April 1, 2025**

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Tuesday, February 4, 2025, 8:00 a.m.**

**MINUTES**

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, February 4, 2025, 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 8:00 a.m.

**A. Swearing in of Genesee County Planning Commissioners**

Genesee County Clerk Domonique Clemons swore in Planning Commissioners Himelhoch, LaPointe, Nealy, Brown, Rossmassler, Peake, Smith, Brandon and Sclater.

**II. ROLL CALL**

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

**Absent:** Lauren Coney and Martin Cousineau

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

Cheryl Gregory, Rowe Professional Services

**III. MINUTES**

**A. Minutes of the January 7, 2025 Regular Meeting**

**Motion: Action:** Approve, **Moved by** Reggie Smith, **Seconded by** Jeffrey Peake, to approve the January 7, 2025 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. US 23 Corridor Study**

Cheryl Gregory from Rowe gave a status overview of the US-23 Corridor Traffic Study currently being conducted by Rowe and Fishbeck. The US-23 Corridor Study limits start at Owen Road and run north 13 miles to Bristol Road with 2 mile segments running east and west at the interchanges of Hill Rd., Grand Blanc Rd., Thompson Rd., North/Torrey Rd., Silver Lake Rd., and Owen Rd. Ms. Gregory stated that the Study is about 95% complete

and staff is preparing the final draft to present to the US-23 Corridor Traffic Study Steering Committee. Discussion ensued.

## **VI. COMMITTEE REPORTS**

There were no Committee Reports.

## **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** William Brandon, to approve the February Contract, Vouchers and Bills for a total of \$87,009.13 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** Jeffrey Peake, **Seconded by** William Brandon, to approve the Commission Expenses and Per Diems.

Motion passed unanimously.

(Documents on file with minutes)

### **C. Financial Update**

Derek Bradshaw reviewed the Financial Update ending December 31, 2024.

**Motion: Action:** Approve, **Moved by** Jeffrey Peake, **Seconded by** Reggie Smith, to approve the Financial Update as presented.

Motion passed unanimously.

(Documents on file with minutes)

### **D. Budget Transfer Requests**

Derek Bradshaw reviewed the Budget Transfer Requests. GCMPC received a \$60,000 grant from the Charles Stewart Mott Foundation to add to existing funds for staff to develop a non-motorized capital improvement plan. A transfer of Solid Waste funds is needed to pay the architect for the future Recycling and Education Center.

**Motion: Action:** Approve, **Moved by** Jeffrey Peake, **Seconded by** William Brandon, to approve the Budget Transfer Requests as presented.

Motion passed unanimously.

(Documents on file with minutes)

## **IX. OLD BUSINESS**

### **A. Project Status**

#### **1. 3-C Transportation Planning – January 2025 Status Report**

Jacob Maurer stated that transportation staff continues to assign year placement of the FY 2026-2029 Transportation (TIP) Call for Projects. As part of the Safety Action Plan, Mr. Maurer displayed a map of Genesee County's top 25 most dangerous intersections and road segments, including both state and local roadways. The Safety Action Plan consultant, AECOM, will continue in-depth crash analysis of these intersections/road segments. Discussion ensued.

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

Motion passed unanimously.

(Original on file with minutes)

## **2. Environmental Program Update – January 2025 Status Report**

Jacob Maurer stated that staff is finalizing 2025 Recycle Day dates with ERG Environmental Services. 2025 events will have the same format as 2024: 4 weekday events with 200 appointments each. Staff will be making a recommendation to the Board of Commissioners to approve the architectural firm DLZ to oversee the design and construction of the Recycling and Education Center. Demolition at the site is complete except for some final grading and seeding to take place in the Spring. Discussion ensued.

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

Motion passed unanimously.

(Original on file with minutes)

## **3. Community Development Program – January 2025 Status Report**

Sheila Taylor stated that HUD monitors the Community Development Program spending progress. On March 1<sup>st</sup>, HUD will check the account, to ensure that spending is in line with the May 1<sup>st</sup> deadline. The required spending is expected to meet the deadline. Discussion ensued.

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

Motion passed unanimously.

(Original on file with minutes)

## **4. American Rescue Plan Act – January 2025 Status Report**

Chris Durgan stated that GCMPC has been administering ARPA funds for approximately 2.5 years and currently 75% of the total funds have been spent. The Genesee County Land Bank completed 379 single family home demolitions as part of a \$8 million grant from the County. Dan Moulton will provide more details in an ARPA annual report at the next GCMPC meeting.

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

Motion passed unanimously.

(Original on file with minutes)

## **5. Report of the Director – January 2025 Status Report**

Derek Bradshaw stated that staff is continuing to make progress on the Genese County Master Plan. The Genese County Tower Project is making steady progress, with some drywall, carpet and final finishes installed, and furniture has been placed on some floors.

**Motion: Action:** Approve, **Moved by** William Brandon, **Seconded by** Mike LaPointe, 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.

Chairperson Himelhoch stated that he will be out of the country for the next GCMPC meeting, so Vice-Chairperson LaPointe will chair the meeting in his place.

### **X. ADJOURNMENT**

Chairperson Himelhoch adjourned the meeting at 9:02 a.m.

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



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

**MEMORANDUM**

**TO:** Members of the Genesee County Metropolitan Planning Commission  
**FROM:** McKenna Dutkiewicz, Planner  
**DATE:** March 4, 2025  
**SUBJECT:** **FPR-01-25-01; 2025-2026 Head Start and Early Head Start Grant**

I. TYPE AND PURPOSE

The Genesee County Community Action Resource Department (GCCARD) is applying for federal assistance to continue operating the Head Start and Early Head Start Programs for the 2025-2026 school year. This is the annual application for the grant that GCCARD has received for 60 years. GCCARD is requesting federal funding in the amount of \$14,284,992 from the Health and Human Services Administration for Children and Families (HHS/ACF), with a local match of \$1,428,499, for a total project cost of \$15,713,491

II. POPULATION TO BE SERVED

The Head Start program proposes to serve 318 preschool children and their families throughout Genesee County. Additionally, the Early Head Start (EHS) program proposes to serve 426 income eligible families in Genesee County. The programs provide services and community resources to pregnant mothers and children from birth to age three and children aged three until kindergarten entry.

III. RELATIONSHIP TO EXISTING PLANS AND POLICIES

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

IV. PROGRAM DESCRIPTION

Services provided through the Head Start program include a center-based model and a home-based model for education and assistance. The center-based model operates at a minimum of 7.5 hours per day, Monday through Thursday, over the course of a full year to help meet the needs of working families. The classroom option provides ample opportunities for young children to meet the program's school readiness goals. In the home-based model, the family is visited by Head Start staff, who provide aid and activities to the parent(s) that support their child's growth and development. Additionally, the child and parent attend a center for group activities,

Derek Bradshaw, Director    Christine Durgan, Assistant Director

parent education opportunities, and socialization twice per month through the home-based model.

Services provided through the Early Head Start program include a center-based model and a home-based model for early education and assistance. The center-based model operates 7.5 hours per day, Monday through Thursday, to help meet the needs of working families. The classroom size is limited to eight infants or toddlers, with a childcare teacher for every four children. The curricula used in the center-based model is Creative Curriculum. In the home-based model, the family is visited by Early Head Start program staff once per week to emphasize the importance of early development of literacy and numeracy skills. Additionally, the staff member(s) model developmentally appropriate interactions between young children and adults. Twice per month, the parent(s) and child are involved in play groups, socialization experiences, and parent education opportunities. The curricula used in the home-based model is Partners for a Healthy Baby for Pregnant Mothers and Parents as Teachers. The Creative Curriculum Gold Assessment is used for both the center-based and home-based models.

V. RELATIONSHIP OF PROJECT TO PRIOR OR CURRENT GCMPC ACTIONS

GCMPC has endorsed the GCCARD application for federal assistance regarding the Head Start program every year since 1973, as well as the early Head Start Program since 1977.

GCCARD has continuously operated the Head Start program for 60 years. Both the Head Start and Early Head Start programs have strong community resources to assist families in attaining their goals and helping children begin school, ready to succeed. The programs provide services related to nutrition, mental health, social services, and family engagement activities.

VI. ASSESSMENT ON PREVIOUSLY AWARDED GRANTS

At the March 5, 2024 meeting, the Genesee County Metropolitan Planning Commission unanimously endorse GCCARD's request for \$14,457,170 in project support, of which \$2,891,434 was a local match to continue operating the Head Start and Early Head Start programs for the 2024-2025 school year.

Data analysis for the 2023-2024 program year shows families were supported in making progress in obtaining family and personal goals, health needs of children, and progress towards school readiness goals. The following information displays specific statistics regarding services provided to children and families during the previous program year:

Funded Enrollment	744
Actual Enrollment	930
Families Served	812



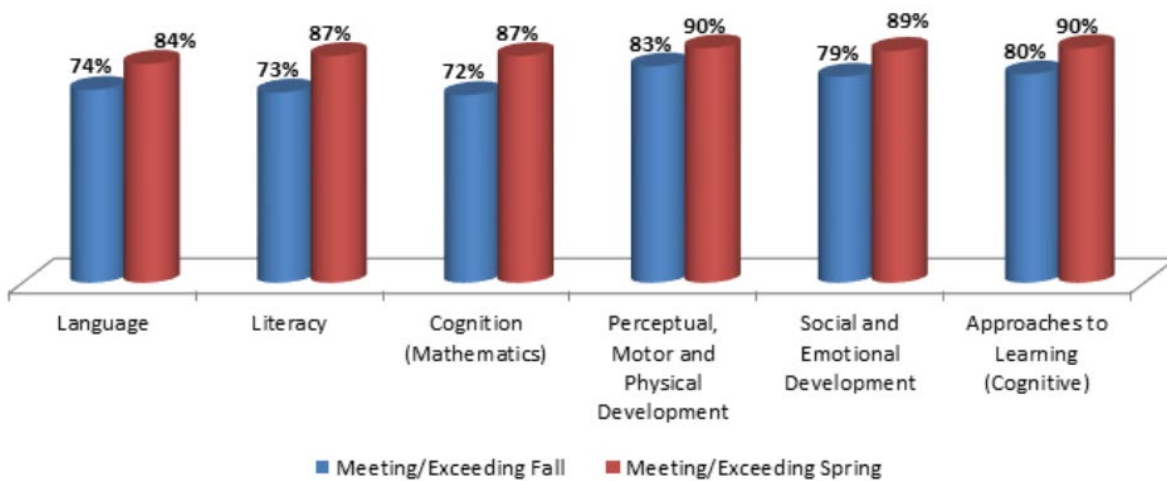
Of the Children Enrolled:

- 85% Obtained complete physicals
- 84% Obtained dental exams/dental care
- 98% Had insurance at year end
- 97% Had up to date immunizations
- Head Start had an average monthly attendance of 102%
- Early Head Start had an average monthly attendance of 99%
- Early Head Start Expansion had an average monthly attendance of 78%

Of the Families Enrolled:

- 114 Received housing assistance
- 233 Received mental health services
- 318 Received emergency intervention
- 811 Received parenting and health education
- 318 Received tobacco health education

### School Readiness Goals



VII. STAFF ANALYSIS

The Head Start and Early Head Start programs assist parents and expectant mothers in fulfilling their roles and provide a holistic approach to family development. These coordinated support services allow parents to reach and sustain self-sufficiency, as well as assist children in beginning school with a strong numeracy and literacy background. Those enrolled will be provided comprehensive health, educational, social, and parental involvement opportunities through a planned program of experience and active participation.

Both programs are designed to provide critical 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 so that specific funding requirements are met. Additionally, GCCARD optimizes program services by utilizing area medical and educational facilities, community resources, and by coordinating with other agencies.

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 4, 2025, and endorse the project described as FPR-01-25-01; 2025-2026 Head Start and Early Head Start Grant for the following reasons:

1. The proposed program provides critical educational, health, and social services for targeted pre-school children and their families.
2. The proposed program will not duplicate services already provided in Genesee County.

Link to FPR application:

<http://gcmipc.org/wp-content/uploads/2025/02/FPR-01-25-01-GCCARD-2025-2026-Head-Start-EHS-application.pdf>

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION  
CHECK DISBURSEMENT VOUCHER  
March 4, 2025**

Advance Local Holdings	Public Announcement for Long Range Transportation Plan	399.34	ACH # 54991
AECOM	SS4A Consultant	19,188.40	ACH # 54917
American Paint Recyclers	Habitat For Humanity Paint Recycling	255.00	ACH # 54549
AT&T	Director's cell phone	48.86	10367323
Flint Prints LLC	Master Plan Open House Banner	98.00	10367560
JP Morgan Chase Bank	Lead Risk Assessor and Asbestos Inspector trainings, Air Quality Awareness	1,480.50	10367888
	Facebook Boost, Survey Monkey, MSU Career Fair		
Rowe Professional Services	US-23 Corridor Traffic Study	31,668.27	ACH # 54743
Staples Inc.	Office Supplies	386.73	ACH # 54749
Staples Inc.	Office Supplies	3.00	ACH # 54893
		<u>\$53,528.10</u>	

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION  
BALANCE SHEET  
For October 1, 2024 to January 31, 2025**

<u>ASSETS</u>	<u>PLANNING</u>	<u>(RESTRICTED) SOLID WASTE</u>
Cash	527,050	\$2,431,106
Imprest Cash	\$200	\$0
Cash on Hand	-	\$0
Accounts Receivable	\$0	\$3,046
Due from Employees	\$0	\$0
Due from Other Governmental Units (Exhibit II, below)	\$260,101	\$0
Prepaid Expenses	\$179	\$60
<b>TOTAL ASSETS</b>	<b><u>787,530</u></b>	<b><u>\$2,434,212</u></b>
<u>LIABILITIES</u>		
Vouchers Payable	\$32,852	\$272
Net Pay	\$0	\$0
Deferred Revenue	\$22,374	\$3,046
<b>TOTAL LIABILITIES</b>	<b><u>\$55,226</u></b>	<b><u>\$3,318</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, 2024	\$250,854	799,312
Excess Revenue Over Expenditures	223,102	127,707
Unrestricted fund balance	\$473,956	\$0
Total Reserves and Fund Balance, January 31, 2025	<u>\$732,304</u>	<u>\$2,430,893</u>
<b>TOTAL LIABILITIES, RESERVES, AND FUND BALANCE</b>	<b><u>\$787,530</u></b>	<b><u>\$2,434,211</u></b>

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION  
Due From Other Governmental Units  
For October 1, 2024 to January 31, 2025**

<u>Due from Other Governmental Units</u>	<u>PLANNING</u>	<u>(RESTRICTED) SOLID WASTE</u>
Due from the Federal Gov't FHWA	\$211,957	\$0
Due from the Federal Gov't Rideshare	\$0	\$0
Due from GLS Region V	\$48,144	\$0
<b>Total Due from Other Governmental Units</b>	<b><u>\$260,101</u></b>	<b><u>\$0</u></b>

EXHIBIT III

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION  
Statement of Revenue and Expenditures  
For October 1, 2024 to January 31, 2025**

REVENUE (Exhibit IV)		\$1,330,770
EXPENDITURES (Exhibit V):		
Personnel Services	\$404,513	
Fringe Benefits	\$222,059	
Consulting Services	\$1,384	
Contracted Services	\$23,074	
Other Services	\$2,133	
Travel	\$180	
Supplies and Office Costs	\$107,361	
Rent and other County department costs	\$211,438	
Transfers Out	\$7,820	
TOTAL EXPENDITURES		\$979,962
EXCESS REVENUE OVER/-UNDER EXPENDITURES		<u>\$350,809</u>

EXHIBIT IV

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION  
Revenue Budget Variance Report  
For October 1, 2024 to January 31, 2025**

<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	2,000	5,700	3,700
558.000	State Revenue	263,106	87,702	-	(87,702)
504.000	Community Development	718,191	239,397	225,245	(14,152)
523.000	Federal Revenue-FHWA	852,076	284,025	456,596	172,571
509.000	Federal Revenue -safe streets grant	350,200	116,733	31,466	(85,268)
525.000	Rideshare	100,000	33,333	27,628	(5,706)
699.000	Transfer In	222,055	74,018	-	(74,018)
674.003	County Appropriation	472,418	157,473	118,105	(39,368)
674.029	Local Contribution	43,898	14,633	60,000	45,367
524.000	Federal Revenue- Dept. of Energy	272,065	90,688	-	(90,688)
		-	-	-	-
618.000	Solid Waste Ordinance Fees	1,070,000	356,667	150,150	(206,517)
622.001	Inspection Fees	5,000	1,667	-	(1,667)
645.012	Indirect Revenue	778,492	259,497	173,041	(86,456)
645.019	Indirect Revenue-planning	520,124	173,375	28,948	(144,427)
669.007	Interest Earned Revenue	50,000	16,667	25,017	8,350
679.001	Region V	103,045	34,348	28,876	(5,472)
	Total Revenue Budget	<u>5,826,670</u>	<u>1,942,223</u>	<u>1,330,770</u>	<u>(611,453)</u>

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Statement of Expenditures: Actual vs. Budget**  
**For October 1, 2024 to January 31, 2025**

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	297,778	1,214,453	318,831	1,224,425	404,513	819,912	33
	Total Fringe Benefit	715,208	196,050	723,508	191,738	753,129	222,059	531,070	29
724.000	Other Fringes	201,076	3,586	128,753	71	178,982	7,820	171,162	4
754.000	Supplies, Office	26,225	1,835	32,049	5,602	39,400	3,533	35,867	9
801.004	Service Contracts Gen.	13,178	1,660	15,300	2,100	283,889	8,310	275,579	3
804.000	Consultants	953,574	0	4,500	1,498	1,007,441	95,517	911,924	9
835.001	Health Serv. Employees	500	74	423,333	18,165	1,200	0	1,200	0
850.000	Telephone	5,700	1,464	11,305	1,994	4,500	1,384	3,116	31
872.027	Indirect cost expense	86,957	26,775	182,709	0	427,558	21,128	406,430	5
900.014	Advertising	41,300	13,197	3,650	1,017	21,644	1,866	19,779	9
910.005	Training	9,840	124	15,000	0	10,600	80	10,520	1
913.001	Travel	6,300	0	1,500	108	7,500	0	7,500	0
915.000	Memberships	3,900	574	11,400	0	3,700	1,379	2,321	37
931.000	Repairs	500	0	1,200	331	500	0	500	0
980.000	Equipment	15,000	0	1,280,384	0	20,000	0	20,000	0
801.044	Auditing	11,400	0	32,625	716	11,400	0	11,400	0
851.000	Postage	6,400	299	14,340	7,178	8,000	462	7,538	6
872.006	Waste Collections	432,437	510	500	0	155,120	754	154,366	0
872.013	Specialty Waste expense	8,000	0	303,400	0	0	0	-	0
872.022	Indirect cost -nonproductive	0	0	0	0	188,096	0	188,096	0
907.005	Validated Parking	1,500	0	7,000	303	1,500	180	1,320	12
930.000	Building maintenance & construction	273,095	0	303,597	637	787,406	0	787,406	0
	Subtotal: Controllable Cost	3,936,302	543,926	4,710,507	550,288	5,135,991	768,985	4,367,005	15
955.074	Transfers Out Other Fringe	33,039	0	-	-	-	0	-	0
955.075	Transfers Out, Indirect	781,129	0	214,104	-	222,055	0	222,055	0
957.004	Convenience Copier	2,500	35	3,000	161	3,000	710	2,290	24
957.005	Motor Pool Charges	15,000	6,492	17,500	5,948	17,500	3,743	13,757	21
958.009	Insurance, General	98,648	98,648	113,057	113,057	85,723	85,723	-	100
958.014	CSA	227,482	75,827	247,661	82,554	362,401	120,800	241,601	33
	Subtotal: Uncontrollable Costs	1,157,797	181,002	595,322	201,719	690,679	210,977	479,703	31
	<b>GRAND TOTALS</b>	<b>\$5,094,099</b>	<b>\$724,928</b>	<b>\$5,305,829</b>	<b>\$752,007</b>	<b>\$5,826,670</b>	<b>\$979,962</b>	<b>4,846,708</b>	<b>17</b>



**MEMORANDUM**

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

**FROM:** Derek Bradshaw, Director

**DATE:** March 4, 2025

**SUBJECT: FY 2025 Budget Transfer Requests**

As part of the budgetary process, revenues and expenditures may need to be adjusted after the budget has been adopted. The requested adjustments will affect the budget as follows:

Proposed Budget Statement of Revenue:

- Increase Federal Participation - CD by \$21,218.89
- Increase Federal Revenue-Dept of Energy by \$11,014.90 to adjust to the amount received by the Department of Energy grant

Proposed Budget Statement of Expenditures:

- Increase salaries and longevity by \$18,700 for increased wages from new union contracts
- Increase fringe benefits by \$2,518.89 for increased wages from new union contracts
- Increase service contract general by \$11,014.90 for the Department of Energy grant

Detailed adjustment amounts are attached. At this time, staff is requesting approval for these FY 2025 budget adjustments.

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Proposed Budget Statement of Revenues and Expenditures**  
**For the Period October 1, 2024 to September 30, 2025**

	<b>24/25 Planning Board Requested <u>Budget</u></b>	<b>24/25 Planning Board Requested <u>Changes</u></b>	<b>24/25 Planning Board Requested New <u>Budget</u></b>
494.000 SOLID WASTE PERMIT FEES	6,000		6,000
504.000 FEDERAL PARTICIPATION-CD	718,191	21,218.89	739,410
509.000 FEDERAL REVENUE - SAFE STREETS GRANT	350,200		350,200
523.000 FEDERAL REVENUE - FHWA	852,076		852,076
524.000 FEDERAL REVENUE-DEPT OF ENERGY	272,065	11,014.90	283,080
525.000 FED REVENUE-RIDESHARE	100,000		100,000
558.000 STATE REVENUE	263,106		263,106
618.000 SOLID WASTE ORDINANCE FEES	1,070,000		1,070,000
622.001 INSPECTION FEES	5,000		5,000
645.012 INDIRECT CHARGES REVENUE-CD	778,492		778,492
645.019 INDIRECT REVENUE-PLANNING	520,124		520,124
669.007 INTEREST EARNED REVENUE	50,000		50,000
674.029 LOCAL CONTRIBUTION	103,898		103,898
679.001 REGION V	103,045		103,045
699.000 TRANSFERS IN	222,055		222,055
699.003 GENESEE COUNTY APPROPRIATION	472,418		472,418
<b>TOTAL REVENUE</b>	5,886,670	32,233.79	5,918,904
702.000 SALARIES & WAGES	1,179,270	17,000.00	1,196,270
709.000 SOCIAL SECURITY	108,861	869.55	109,730
713.000 OVERTIME	14,777		14,777
714.000 LONGEVITY	38,706	1,700.00	40,406
718.000 MEDICAL INSURANCE	254,261		254,261
723.000 POST-RETIREMENT BENEFIT	128,710		128,710
724.000 OTHER FRINGES	182,643		182,643
725.000 OPTICAL INSURANCE	1,670		1,670



726.000 DENTAL INSURANCE	16,982		16,982
727.000 LIFE HEALTH INSURANCE	12,730		12,730
728.000 RETIREMENT	228,383	1,496.00	229,879
729.000 WORKERS COMPENSATION	1,492	3.74	1,496
730.000 UNEMPLOYMENT	2,822	149.60	2,972
754.000 SUPPLIES OFFICE	46,740		46,740
801.004 SERV CONT GENERAL	283,889	11,014.90	294,904
801.044 AUDITING	11,400		11,400
804.000 CONSULTANTS	1,213,441		1,213,441
835.001 HEALTH SERVICES EMPLOYEES	1,200		1,200
850.000 TELEPHONE	4,500		4,500
851.000 POSTAGE	8,000		8,000
872.006 HAZARDOUS WASTE DAY	155,120		155,120
872.022 INDIRECT COST -NONPRODUCTIVE	188,096		188,096
872.027 INDIRECT COST EXPENSE	437,788		437,788
900.014 ADVERTISING	46,344		46,344
907.005 VALIDATED PARKING	1,500		1,500
910.005 TRAINING EMPLOYEES	20,600		20,600
913.001 TRAVEL	15,000		15,000
915.000 MEMBERSHIPS	4,050		4,050
930.000 BUILDING MAINTENANCE & CONSTRUCTION	566,516		566,516
931.000 REPAIRS EQUIPMENT	500		500
955.075 TRANSFERS-OUT LOCAL	222,055		222,055
957.004 CONVENIENCE COPIER CHARGES	3,000		3,000
957.005 MOTOR POOL CHARGES	17,500		17,500
958.009 INSURANCE CHARGES	85,723		85,723
958.014 CSA	362,401		362,401
980.000 OFFICE EQUIPMENT	20,000		20,000
<b>TOTAL EXPENSES</b>	<u>5,886,670</u>	<u>32,233.79</u>	<u>5,918,904</u>

Revenue over Expenditure

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

**MEMORANDUM**

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

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

**DATE:** March 4, 2025

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

**Transportation Improvement Program**

In February, staff programmed all local road and transit jobs for the FY 2026-2029 Transportation Improvement Program. Staff are working with the Flint Mass Transportation Authority (MTA) to finalize the remaining transit jobs that receive state allocation.

Preparation for the TIP public involvement phase has begun. Three open house sessions will be held in March (see dates and times below). To increase awareness, all residents and business owners that are located adjacent to a proposed project will receive a postcard invitation with information on how to learn more and provide their input.

**Tuesday, March 18<sup>th</sup> – Flint Farmers' Market**

300 E 1<sup>st</sup> St, Flint, MI 48502  
11:00 AM to 1:00 PM

**Thursday, March 20<sup>th</sup> – Krapohl Senior Center**

5473 Bicentennial Dr, Mt. Morris, MI 48458  
9:00 AM to 11:00 AM

**Thursday, March 20<sup>th</sup> – Loose Senior Center**

707 N Bridge St, Linden, MI 48451  
4:00 PM to 6:00 PM

**Transportation Safety Planning**

The second Safety Action Plan Task Force Meeting was held on February 6, 2025. At this meeting, AECOM presented updated crash findings to the task force, including analysis of how the county compares to the state across a multitude of factors. This includes crash types, locations, conditions, and timing trends. In addition, the consultant presented results from the online public survey, detailing the safety issues (distracted driving, speeding) most prevalent to citizens of Genesee County. In person public involvement sessions will be held in March in coordination with the FY 26-29 TIP open houses. Interactive maps will be on display for citizens to voice their experiences on safety issues. The next Safety Action Plan Task Force Meeting will be held on April 3, 2025.

Derek Bradshaw, Director    Christine Durgan, Assistant Director



**MEMORANDUM**

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

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

**DATE:** March 4, 2025

**SUBJECT: Environmental Program Update – February 2025 Status Report**

**Solid Waste Program**

Staff is in the process of obtaining approval for a contract extension with ERG Environmental Services for 2025 Recycle Day event dates. Staff intend to hold 4 weekday events this year where 200 appointments will be available at each event.

On February 5<sup>th</sup>, staff held their second Materials Management Planning Committee (MMPC) meeting. During the meeting, the committee elected the Chairperson and Vice-Chairperson, staff gave an update on the Materials Management Plan (MMP) Work Program, the committee approved the MMPC bylaws, and the committee participated in an MMP brainstorming activity. The next MMPC meeting is scheduled for April 2<sup>nd</sup>, 2025, at 1:30 PM.

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 were due January 15, 2025. To date, staff has received \$134,843.47 in fees for this quarter. However, various companies still must submit a completed report and relevant fees including Brent Run Landfill. Staff will continue to reach out to companies to complete their reports.

On January 11<sup>th</sup>, staff attended part one of a two-part Global River Environmental Education Network (GREEN) training. GREEN is a citizen science project for middle and high school students. Staff will be paired with a teacher to take their students to a local stream to do chemical water quality testing. The data will be shared with local municipalities including the Genesee County Drain Commission.

**Recycling and Education Center**

Demolition of the McDonald Dairy site is substantially complete as of the January 31, 2025, demo project deadline. Staff will coordinate with the contractor to remove the fence and remaining brush, conduct final grading, as well as complete seeding and straw activities in the Spring.

Derek Bradshaw, Director    Christine Durgan, Assistant Director



Staff is in the process of developing a contract with the architectural firm DLZ to oversee the design and construction management process of the Recycle and Education Center. The contract has been submitted through the Genesee County Board of Commissioners process for approval. Once approved, a project kick-off meeting will be set with DLZ.





**MEMORANDUM**

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

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

**DATE:** March 4, 2025

**SUBJECT:** **Community Development Program – February 2025 Status Report**

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

Community Development staff has completed a draft of 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 will provide a presentation of the plan to committees in late February and March, and a public comment period with a public hearing will begin in March. Staff will request approval of the plan after HUD releases annual funding amounts for 2025.

In February, staff began subrecipient monitoring visits 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.

**ESG (Emergency Solutions Grant), HOME Investment Partnerships Program (HOME) and Our Housing Future Initiative**

In February, staff reviewed and scored all 2025 Emergency Solutions Grant (ESG) applications. A total of nine applications were submitted. The applicants' project types include Emergency Shelter Operations, Homelessness Prevention, and Rapid Rehousing. Funding recommendations will be presented to the Allocation Committee and the Continuum of Care (CoC) Executive Committee at the end of February.

**Home Improvement Program and Roof Revitalization Program**

During February construction continued on five Home Improvement Program projects, which are anticipated to be complete by the end of March. Bids were released and awarded for two well replacement projects that should be underway within two weeks. Three homeowner referrals were submitted to the Consumers Energy Helping Neighbors program to receive a new furnace and/or hot water heater.

Derek Bradshaw, Director    Christine Durgan, Assistant Director

Fifty-eight (58) full applications have been submitted for the Roof Revitalization Program, with 45 applications receiving approval. Approximately eight more applications are needed to meet MSHDA's first benchmark for determining all Program addresses by the end of March. To date, forty (40) roof inspections have taken place. Four bid opportunities, each including five roof replacements, have been released through the Purchasing Department, with the third and fourth bids due during the first week of March. The first bid opportunity has been awarded to Anytime Restoration Services. Staff will request County approval to enter into a contract with Anytime Restoration once the required insurance documents have been provided.

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

Interior work is underway at the NPRR home at 11209 Phyllis Drive in Vienna Township. A rough electrical inspection has been completed, and new windows and siding are scheduled to be installed during the first week of March. The work specifications for the NSP property located on Camden Avenue in Burton are under final review. Staff will work with the Purchasing Department during March to prepare a bid packet for release.





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

**MEMORANDUM**

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

**FROM:** Derek Bradshaw, Director

**DATE:** March 4, 2025

**SUBJECT: Report of the Director – February 2025 Status Report**

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

In February, staff continued to make significant progress on the Genesee County Master Plan. Several key reports were presented to the Steering Committee for initial review, including the economic development, land use, and transportation system performance report. 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 March. Once technical reports are approved by the Steering Committee, final drafts will be posted to our plan website for public review.

Staff met with the Youth Commission on Wednesday, February 12<sup>th</sup> to give a brief overview of the 2025 Master Plan Update. Staff created a survey like the public outreach survey initially released during the Master Plan kick-off and had students provide their input. Staff discussed current methods for public outreach and asked the students to provide insight on how to increase outreach to a younger demographic. Survey responses and discussion from the youth commission will be incorporated into our public involvement for the master plan. Staff is continuing to look for additional outreach opportunities.

**GLS Region V**

During the month of February, staff began programming all Rural Task Force (RTF) road and transit jobs for the years 2026-2029. The call for projects was held from October to November 2024 for agencies in Lapeer and Shiawassee Counties. Each of the county sub-task forces and the full Region V Task Force met in December 2024 to approve the list of projects.

The next regularly scheduled GLS Region V meeting will be held on March 25<sup>th</sup> at 6:00 p.m.

Derek Bradshaw, Director    Christine Durgan, Assistant Director