



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

**GCMPC MEETING**

**Tuesday, July 1, 2025  
8:00 A.M.**

**Commissioners**

Alan Himelhoch  
Chairperson

Jeffrey M. Peake  
Vice-Chairperson

Deborah Cherry  
Secretary

Dr. Beverly Brown

Cheryl Sclater

Derelle Blake

Ian Shetron

Lesly Foreman

Martin L. Cousineau

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 June 3, 2025 Regular Meeting (attached)
- IV. Opportunity for Individuals to Address the Commission
- V. Communications
- VI. Committee Reports
- VII. New Business
- VIII. Finances
  - \*\*\*A. Contract, Vouchers and Bills (attached)
  - \*\*\*B. Commission Expenses and Per Diems (to be distributed)
  - \*\*\*C. Financial Update (attached)

\*\*\*D. Budget Transfer Request (attached)

IX. Old Business

A. Project Status

\*\*\*1. Housing Program Update – June 2025 Status Report (attached)

\*\*\*2. 3-C Transportation Planning – June 2025 Status Report (attached)

\*\*\*3. American Rescue Plan Act – June 2025 Status Report (attached)

\*\*\*4. Environmental Program – June 2025 Status Report (attached)

\*\*\*5. Community Development Program – June 2025 Status Report (attached)

\*\*\*6. Report of the Director – June 2025 Status Report (attached)

B. Commissioner Comments

X. Adjournment

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

**NEXT MEETING: Tuesday, August 5, 2025**

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Tuesday, June 3, 2025, 8:00 a.m.**

**MINUTES**

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

**II. ROLL CALL**

**Present:** Alan Himelhoch, Jeffrey M. Peake, Martin L. Cousineau, William Brandon, Dr. Beverly Brown, Tyler Rossmassler, Deborah Cherry, Derelle Blake, Ian Shetron, and Lesly Foreman.

**Absent:** Cheryl Sclater

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

Chairperson Himelhoch provided a brief overview of the Planning Commission's role for the benefit of the new Commissioners. He invited each Commissioner to introduce themselves and share a short description of their background and current role.

Chairperson Himelhoch delegated William Brandon to serve as the Planning Commission's ex-officio designee to the Genesee County Parks and Recreation Commission.

**III. MINUTES**

**A. Minutes of the May 6, 2025 Regular Meeting**

**Motion: Action:** Approve, **Moved by** Jeffrey Peake, **Seconded by** William Brandon, to approve the May 6, 2025 regular meeting minutes as presented.

Motion passed.

(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**

Derek Bradshaw stated that the Charter Township of Genesee is starting to prepare a new Master Plan.

## **VI. COMMITTEE REPORTS**

There were no Committee Reports.

## **VII. NEW BUSINESS**

### **A. Election of Officers – Vice-Chairperson and Secretary**

Chairperson Himelhoch called for nominations for Vice-Chairperson. Tyler Rossmassler nominated Jeffrey Peake. There were no other nominations. Jeffrey Peake accepted the position if elected.

**Motion: Action:** Approve, **Moved by** Tyler Rossmassler, **Seconded by** Ian Shetron, to approve Jeffrey Peake as Vice-Chairperson. Motion passed unanimously.

(Documents on file with minutes)

Chairperson Himelhoch called for nominations for Secretary. Martin Cousineau nominated Deborah Cherry. There were no other nominations. Deborah Cherry accepted the position if elected.

**Motion: Action:** Approve, **Moved by** Martin Cousineau, **Seconded by** William Brandon, to approve Deborah Cherry as Secretary. Motion passed unanimously.

(Documents on file with minutes)

### **B. FOS-04-25-04; Montrose Township-Paul Doerr -Application for Farmland Agreement**

Gwynneth Coselman provided an overview of Montrose Township-Paul Doerr-Application for Farmland Agreement. The parcel meets the criteria for enrollment in P.A. 116, is between 5 and 40 acres and at least 51% agriculturally active. The proposed length of protection under P.A. 116 is 10 years. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Jeffrey Peake, **Seconded by** Martin Cousineau, to approve FOS-04-25-04; Montrose Township-Paul Doerr-Application for Farmland Agreement as presented. Motion passed unanimously.

(Documents on file with minutes)

## **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 March Contract, Vouchers and Bills for a total \$48,942.19.

Motion passed unanimously.

(Documents on file with minutes)

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

**Motion: Action:** Approve, **Moved by** Jeffrey Peake, **Seconded by** Martin Cousineau, 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 April 30, 2025. Discussion ensued.

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

Motion passed unanimously.

(Documents on file with minutes)

#### **D. Budget Transfer Request**

Derek Bradshaw stated that staff is requesting a transfer of \$600,000 currently in Fund Balance be moved into Restricted for Construction of Solid Waste Facility.

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

Motion passed unanimously.

(Documents on file with minutes)

### **IX. OLD BUSINESS**

#### **A. Project Status**

##### **1. Housing Impact Fund Update – May 2025 Status Report**

Chris Durgan stated that the Housing Impact Fund was launched in late 2024, to provide funding for community housing initiatives. The fund includes a total of \$10 million with funds from HUD and the Genesee County Treasurer and was established to address housing gaps in the County. Twelve pre-applications were submitted, staff reviewed them and conducted meetings with applicants. A full application, which will include much more detail, has been requested from three of those applicants. Staff will provide further updates as projects progress.

**Motion: Action:** Approve, **Moved by** Jeffrey Peake, **Seconded** Martin Cousineau, to approve the Housing Impact Fund report as presented.

Motion passed unanimously.

(Original on file with minutes)

##### **2. 3-C Transportation Planning – May 2025 Status Report**

Sheila Taylor stated staff has been working on the 2026-2029 Transportation Improvement Program (TIP), which will include around \$179 million in funds for local road projects. Staff held public hearings for both the TIP and the Genesee County Air Quality Conformity Determination report on May 21<sup>st</sup>, and both documents will be submitted for approval in June.

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

Motion passed unanimously.

(Original on file with minutes)

##### **3. American Rescue Plan Act – May 2025 Status Report**

Sheila Taylor stated that staff continues to work with the 16 Genesee County Senior Centers to ensure each fully utilizes their \$100,000 ARPA allocation and successfully completes their projects. Staff continues to monitor agencies and local units of government that have received ARPA funding, to ensure compliance with federal regulations.

**Motion: Action:** Approve, **Moved by** Martin Cousineau, **Seconded by** Jeffrey Peake, to approve the American Rescue Plan Act report as presented.

Motion passed unanimously.  
(Original on file with minutes)

Chairperson Himelhoch excused himself from the meeting, and Vice Chairperson Peake assumed the role of Chair.

#### **4. Environmental Program Update – May 2025 Status Report**

Jacob Maurer stated that the first Recycle Day event was successful, serving 175 residents. Three additional events are scheduled for June, July and August. Staff had a final walkthrough with the demolition contractor of the future Recycling and Education Center site and continue to work with the architect to refine the layout of the facility. Design work is expected to be completed this fall.

**Motion: Action:** Approve, **Moved by** Dr. Beverly Brown, **Seconded by** William Brandon, to approve the Environmental Program report as presented. Motion passed unanimously.  
(Original on file with minutes)

#### **5. Community Development Program – May 2025 Status Report**

Jacob Maurer stated that HUD released funding amounts for Program Year 2025. GCMPC will receive almost \$2.8 million and the Consolidated Plan and Action Plan have been updated to reflect this amount. Staff will seek final approval for both Plans from the Community & Economic Development Committee and the full Board of Commissioners later this month. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Deborah Cherry, **Seconded by** William Brandon, to approve the Community Development Program report as presented.  
Motion passed unanimously.  
(Original on file with minutes)

#### **6. Report of the Director – May 2025 Status Report**

Derek Bradshaw stated that staff has prepared plans to address the possible changes in federal funding and the possible impact to the department. These changes may occur in phases. Staff has been working with the Mott Foundation on a trail initiative that will accelerate the planning and construction of new trails. Genesee County received a \$1,030,000 grant to be used on 4 trails within 3 communities in the County. A trail symposium will be held by the County with support from the Mott Foundation on June 11, 2025, at the Gloria Coles Flint Public Library.

**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.

Dr. Beverly Brown stated that Genesee County and the University of Michigan-Flint will co-host an Economic Development Summit on June 5, 2025 at the Riverfront Center. Dr. Brown provided a brief overview of the event agenda.

#### **X. ADJOURNMENT**

Vice-Chairperson Peake adjourned the meeting at 8:58 a.m.

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

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION  
CHECK DISBURSEMENT VOUCHER  
July 1, 2025**

AECOM Great Lakes Inc.	Safety Action Plan Consultant	37,782.16	ACH # 122
AECOM Great Lakes Inc.	Safety Action Plan Consultant	18,214.02	ACH # 6
Caliper Corporation	Software annual license	2,000.00	ACH # 608
Cirba Solutions Services LLC	Battery recycling buckets for Senior Centers	4,090.45	10371212
Happy Can Disposal Inc.	Recycle Day Events	485.00	ACH # 667
Happy Can Disposal Inc.	Recycle Day Events	485.00	10371262
JP Morgan Chase Bank	Home Improvement promotional items, Kahoot annual subscription, Texting service, Building Michigan Communities Conference, Mlive subscription, Esri annual subscription, Trails Symposium food and room reservation, Canva staff training	2,404.58	ACH # 790
Macatawa Area Coordinating Council	MTPA 2025 Conference Registration	2,500.00	ACH # 300
Michigan Association of Planning	Membership renewals	775.00	ACH # 56943
Midwestern Software Solutions	Traffic count software annual license	1,556.00	ACH # 411
Placevision Inc.	Community remarks web hosting renewal	420.00	10371301
R. B. Satkowiaks City Sewer Cleaners	Recycle Day Events	245.00	ACH # 429
Sparkle Buggy Wash	Car Wash	7.00	ACH # 319
Staples Inc.	Office Supplies	380.45	ACH # 446
		<u>\$71,344.66</u>	

EXHIBIT I

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

<u>ASSETS</u>	<u>PLANNING</u>	<u>(RESTRICTED) SOLID WASTE</u>
Cash	665,829	\$2,762,183
Imprest Cash	\$200	\$0
Cash on Hand	-	\$0
Accounts Receivable	\$0	\$0
Due from Employees	\$0	\$0
Due from Other Governmental Units (Exhibit II, below)	\$131,210	\$0
Prepaid Expenses	\$2,112	\$60
<b>TOTAL ASSETS</b>	<b><u>799,351</u></b>	<b><u>\$2,762,243</u></b>
<u>LIABILITIES</u>		
Vouchers Payable	\$18,625	\$13
Net Pay	\$0	\$0
Deferred Revenue	\$7	\$0
<b>TOTAL LIABILITIES</b>	<b><u>\$18,633</u></b>	<b><u>\$13</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	271,516	459,044
Unrestricted fund balance	\$522,370	\$0
Total Reserves and Fund Balance, May 31, 2025	<u>\$780,718</u>	<u>\$2,762,230</u>
<b>TOTAL LIABILITIES, RESERVES, AND FUND BALANCE</b>	<b><u>799,351</u></b>	<b><u>\$2,762,242</u></b>

EXHIBIT II

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

<u>Due from Other Governmental Units</u>	<u>PLANNING</u>	<u>(RESTRICTED) SOLID WASTE</u>
Due from the Federal Gov't FHWA	\$88,807	\$0
Due from the Federal Gov't Rideshare	\$0	\$0
Due from GLS Region V	\$42,404	\$0
<b>Total Due from Other Governmental Units</b>	<b><u>\$131,210</u></b>	<b><u>\$0</u></b>

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

REVENUE (Exhibit IV)		\$2,714,369
EXPENDITURES (Exhibit V):		
Personnel Services	\$770,566	
Fringe Benefits	\$455,755	
Consulting Services	\$3,163	
Contracted Services	\$52,531	
Other Services	\$87,645	
Travel	\$371	
Supplies and Office Costs	\$259,629	
Rent and other County department costs	\$337,866	
Transfers Out	\$16,284	
TOTAL EXPENDITURES		\$1,983,809
EXCESS REVENUE OVER/-UNDER EXPENDITURES		<u>\$730,560</u>

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Revenue Budget Variance Report**  
**For October 1, 2024 to May 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	4,000	6,020	2,020
558.000	State Revenue	263,106	175,404	-	(175,404)
504.000	Community Development	810,110	540,073	478,442	(61,631)
523.000	Federal Revenue-FHWA	852,076	568,051	642,354	74,304
509.000	Federal Revenue -safe streets grant	350,200	233,467	74,482	(158,985)
525.000	Rideshare	100,000	66,667	44,394	(22,273)
699.000	Transfer In	222,055	148,037	-	(148,037)
674.003	County Appropriation	472,418	314,945	236,209	(78,736)
674.029	Local Contribution	103,898	69,265	65,859	(3,407)
524.000	Federal Revenue- Dept. of Energy	283,080	188,720	-	(188,720)
		-	-	-	-
618.000	Solid Waste Ordinance Fees	1,070,000	713,333	520,340	(192,993)
622.001	Inspection Fees	5,000	3,333	-	(3,333)
645.012	Indirect Revenue	743,142	495,428	435,133	(60,295)
645.019	Indirect Revenue-planning	484,774	323,183	62,533	(260,650)
669.007	Interest Earned Revenue	50,000	33,333	64,980	31,647
679.001	Region V	103,045	68,697	83,622	14,926
	Total Revenue Budget	<u>5,918,904</u>	<u>3,945,936</u>	<u>2,714,369</u>	<u>(1,231,567)</u>

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Statement of Expenditures: Actual vs. Budget**  
**For October 1, 2024 to May 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	744,365	1,214,453	741,220	1,251,452	770,566	480,886	62
	Total Fringe Benefit	715,208	437,967	723,508	403,231	758,430	455,755	302,675	60
724.000	Other Fringes	201,076	11,729	128,753	71	182,643	16,284	166,359	9
754.000	Supplies, Office	26,225	699	32,049	9,830	53,958	8,963	44,995	17
801.004	Service Contracts Gen.	13,178	2,472	14,340	11,152	302,904	10,717	292,188	4
804.000	Consultants	953,574	628	1,280,384	75,144	1,194,331	239,950	954,381	20
835.001	Health Serv. Employees	500	0	1,200	530	1,200	0	1,200	0
850.000	Telephone	5,700	14,131	4,500	2,651	5,500	3,163	2,337	58
872.027	Indirect cost expense	86,957	940	423,333	51,059	409,888	46,249	363,638	11
900.014	Advertising	41,300	4,844	32,625	1,949	49,651	3,702	45,949	7
910.005	Training	9,840	756	15,300	3,322	20,600	1,496	19,104	7
913.001	Travel	6,300	0	11,305	2,009	17,000	1,083	15,917	6
915.000	Memberships	3,900	300	3,650	1,200	4,050	1,574	2,476	39
931.000	Repairs	500	0	500	0	500	0	500	0
980.000	Equipment	15,000	0	15,000	4,509	20,000	0	20,000	0
801.044	Auditing	11,400	5,581	11,400	0	11,400	0	11,400	0
851.000	Postage	6,400	4,010	7,000	695	8,000	714	7,286	9
872.006	Waste Collections	432,437	2,667	303,597	6,788	155,120	5,379	149,741	3
872.013	Specialty Waste expense	8,000	1,309,351	0	0	0	0	-	0
872.022	Indirect cost -nonproductive	0	72,439	182,709	0	188,096	80,692	107,405	43
907.005	Validated Parking	1,500	0	1,500	271	1,500	371	1,129	25
930.000	Building maintenance & construction	273,095	0	303,400	0	585,501	0	585,501	0
	Subtotal: Controllable Cost	3,936,302	2,612,879	4,710,507	1,315,631	5,221,724	1,646,658	3,575,067	32
955.074	Transfers Out Other Fringe	33,039	0	-	-	-	0	-	0
955.075	Transfers Out, Indirect	781,129	71	214,104	-	222,055	0	222,055	0
957.004	Convenience Copier	2,500	11,320	3,000	1,907	4,500	1,654	2,846	37
957.005	Motor Pool Charges	15,000	98,648	17,500	12,056	22,500	8,174	14,326	36
958.009	Insurance, General	98,648	151,655	113,057	113,057	85,723	85,723	-	100
958.014	CSA	227,482	261,693	247,661	165,107	362,401	241,601	120,800	67
	Subtotal: Uncontrollable Costs	1,157,797	523,386	595,322	292,127	697,179	337,152	360,028	48
	<b>GRAND TOTALS</b>	<b>\$5,094,099</b>	<b>\$3,136,266</b>	<b>\$5,305,829</b>	<b>\$1,607,759</b>	<b>\$5,918,904</b>	<b>\$1,983,809</b>	<b>3,935,094</b>	<b>34</b>



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

**MEMORANDUM**

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

**FROM:** Derek Bradshaw, Director

**DATE:** July 1, 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 local contribution by \$1,030,000 for the new Mott trails grant

Proposed Budget Statement of Expenditures:

- Increase service contract general by \$1,030,000 for the new Mott trails grant
- Increase service contract general by \$500 and decrease consultants by \$500 for reclassification of transportation expenses
- Increase consultants by \$28,800 and decrease building maintenance & construction by \$28,800 for extra architect costs

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

Derek Bradshaw, Director    Christine Durgan, Assistant Director

**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	810,110		810,110
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	283,080		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	743,142		743,142
645.019 INDIRECT REVENUE-PLANNING	484,774		484,774
669.007 INTEREST EARNED REVENUE	50,000		50,000
674.029 LOCAL CONTRIBUTION	103,898	1,030,000.00	1,133,898
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>	5,918,904	1,030,000.00	6,948,904
702.000 SALARIES & WAGES	1,196,270		1,196,270
709.000 SOCIAL SECURITY	109,730		109,730
713.000 OVERTIME	14,777		14,777
714.000 LONGEVITY	40,406		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	229,879		229,879
729.000 WORKERS COMPENSATION	1,496		1,496
730.000 UNEMPLOYMENT	2,972		2,972
754.000 SUPPLIES OFFICE	53,958		53,958
801.004 SERV CONT GENERAL	302,904	1,030,500.00	1,333,404
801.044 AUDITING	11,400		11,400
804.000 CONSULTANTS	1,194,331	28,300.00	1,222,631
835.001 HEALTH SERVICES EMPLOYEES	1,200		1,200
850.000 TELEPHONE	5,500		5,500
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	409,888		409,888
900.014 ADVERTISING	49,651		49,651
907.005 VALIDATED PARKING	1,500		1,500
910.005 TRAINING EMPLOYEES	20,600		20,600
913.001 TRAVEL	17,000		17,000
915.000 MEMBERSHIPS	4,050		4,050
930.000 BUILDING MAINTENANCE & CONSTRUCTION	585,501	(28,800.00)	556,701
931.000 REPAIRS EQUIPMENT	500		500
955.075 TRANSFERS-OUT LOCAL	222,055		222,055
957.004 CONVENIENCE COPIER CHARGES	4,500		4,500
957.005 MOTOR POOL CHARGES	22,500		22,500
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>5,918,904</u>	<u>1,030,000.00</u>	<u>6,948,904</u>

Revenue over Expenditure

-

-

-



**MEMORANDUM**

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

**FROM:** Nichole Odette, Division Manager  
Housing Program

**DATE:** July 1, 2025

**SUBJECT:** **Housing Program Update – Quarterly Status Report**

**January – June 2025 Summary**

	<b>Home Improvement Program</b>	<b>Urgent Repair Program</b>	<b>Roof Revitalization Program</b>	<b>Total</b>
Project Completions	6	3	5	14
Funding Spent	\$119,764	\$36,160	\$73,142	\$229,066
Projects Underway	3	0	5	8

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

Construction at the NPRR home located on Phyllis Drive in Vienna Township is complete. During July staff will work with the Land Bank to procure an appraisal and list the property. The prospective homebuyer must fall within HUD income limits, attend 8 hours of homebuyer counseling, and cannot currently own a home. Proceeds from the sale will be used to purchase another vacant property for rehabilitation. An Invitation to Bid was released for the rehabilitation of the NSP property located on Camden Avenue in Burton. Two bids were received, with the lowest bid submitted by Fitch Builders of Grand Blanc. The contract is currently going through the County's approval process and construction is expected to begin in early August.

**Roof Revitalization Program**

The second bundle of five roof replacements, or Group 2, are underway. Sterling Construction and Roofing of Livonia has been awarded both the Group 3 and Group 4 roofing contracts, and pre-construction meetings will be scheduled once both parties sign the County's Services Contract. The Group 5 and Group 6 bid opportunities, each including five roof replacements, have been released through the Purchasing Department with July 8<sup>th</sup> and July 10<sup>th</sup> due dates respectively. Staff are on track to meet MSHDA's next benchmark for having 50% of all roofing contracts executed by the end of September 2025.

Derek Bradshaw, Director    Christine Durgan, Assistant Director



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

**MEMORANDUM**

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

**FROM:** Sheila Taylor, Division Manager  
Transportation Program

**DATE:** July 1, 2025

**SUBJECT:** **3-C Transportation Planning – June 2025 Status Report**

**Transportation Improvement Program**

In June, staff received approval of the 2026-2029 Transportation Improvement Program (TIP) and the Air Quality Conformity Determination Report from GCMPC's technical and policy committees. Staff submitted the finalized document to MDOT for review and approvals. Comments from the 30-day public comment period were incorporated into the final document prior to the committee final review. Staff is working on transitioning to the 2026-2029 TIP Cycle and is working with MDOT to ensure that the transition is smooth.

**Asset Management**

Staff worked with the Shiawassee and Lapeer County Road Commissions to collect pavement data on federal aid roads. Data collection for Genesee County roads will begin in July and is expected to continue through August.

**Transportation Safety Planning**

In partnership with the Safety Action Plan project consultant, AECOM, Phase 2 public engagement activities have concluded with a final open house held on June 14<sup>th</sup> at the Armed Forces Resource Rally and an online input survey ending on June 20<sup>th</sup>. Results from this input will primarily assist in developing a list of prioritized roadway safety projects to be included in the Safety Action Plan. Next steps include gathering final data needs, such as intersection traffic count data, and beginning to draft the Safety Action Plan document.

Derek Bradshaw, Director    Christine Durgan, Assistant Director



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

**MEMORANDUM**

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

**FROM:** Sheila Taylor, Division Manager

**DATE:** July 1, 2025

**SUBJECT:** **American Rescue Plan Act – June 2025 Status Report**

**American Rescue Plan Act Local Unit Projects**

Bids for the Genesee County Land Bank Authority demolition of apartments on Clio Rd closed on 6/24. This project will utilize \$350,000 of County ARPA dollars to remove long-vacant apartments on the 4200 block of Clio Rd in Flint. Work on the project will commence soon with completion in late August.

Genesee County Water and Waste continues to make progress on their projects. The Kearsley Creek Interceptor project is underway in the eastern part of the County. A recent project milestone was completing the casing bore under I-69. Genesee County ARPA will be used on later phases of work in Davison Township, with the full \$6 million grant being fully spent later this year.

Another GCWWS project underway is the Lake Fenton Schools tie-in project which will connect Lake Fenton schools to the Southern Lakes Water Extension. Final agreements and permitting are being completed now, with the goal to be done with the project by the time school starts.

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:** July 1, 2025

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

**Solid Waste Program**

GCMPC held its second Recycle Day event of 2025 on June 10<sup>th</sup>. The event had a turnout of 166 vehicles that dropped off a variety of household hazardous waste and electronics. Specific details of materials collected are to be received from the event contractor, ERG Environmental Services. Note that 35,564 pounds of materials were collected at the May 13<sup>th</sup> event. There will be 2 more events this year where 200 appointments will be available at each event; the next event is July 15<sup>th</sup>.

On June 4<sup>th</sup> staff held their fourth Materials Management Planning Committee (MMPC) meeting. During this meeting, staff gave an update on the Materials Management Plan (MMP) Work Program, a presentation on the required elements of the updated plan and the committee participated in a brainstorming activity that allowed them to share feedback they would like to see incorporated into future meetings. The next MMPC meeting is scheduled for August 6<sup>th</sup>, 2025, at 1:30 PM.

**Recycling and Education Center**

Staff continues to work with DLZ, the Recycling and Education Center architect. Tours of other recycling facilities throughout the state have concluded. Ideas from these visits are being incorporated into the overall design and function of the Genesee County facility. Currently, staff is working with DLZ to finalize the conceptual site layout which includes where facilities will be placed on the property and how traffic will flow. Once the site layout is refined, discussions regarding building design and layout will occur. Based on the current project timeline, design work is anticipated to be completed in the fall of 2025 with major construction beginning in 2026 and finishing early 2027.



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

**MEMORANDUM**

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

**FROM:** Jacob Maurer, Division Manager  
Community Development Program

**DATE:** July 1, 2025

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

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

In June, the 2025-2029 Consolidated Plan and 2025 Action Plan received approval from the Community & Economic Development Committee and full Board of Commissioners. Staff will now submit the plans, along with all required forms and certifications, to HUD for their review and approval. HUD approval and receipt of funds typically occurs in mid-to-late summer.

In preparation for the 2025 Program Year projects, staff has begun risk assessments for agencies and local units of government that will be receiving funds. Staff will also set up projects in the Neighborly grant management software and prepare contracts for each project. A list of the planned 2025 activities can be found within the 2025 Action Plan.

Staff is working to complete the Program Year 2024 CAPER report, which is an annual report to HUD with accomplishments and spending during the previous year. The report shows that HUD funding directly or indirectly impacted nearly 26,000 households in Genesee County with new or improved public services, public facilities, housing repairs and homelessness prevention activities. A public comment period and public hearing for the CAPER will be held in July and will be submitted to HUD by the July 31<sup>st</sup> deadline.

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

In June, staff worked on completing the 2024 CAPER report, which included data and statistics on the number of households served through Genesee County's shelter system, rental assistance, and affordable housing programs. During the program year, 987 individuals received ESG assistance. 927 of those households entered shelter, and 59 households received homeless prevention funds. Seven households received TBRA assistance, and construction was completed on three Habitat for Humanity homes. GCMPC rehabilitated 48 existing units through the HIP program, exceeding our goal. A public comment period and public hearing for the CAPER will be held in July and will be submitted to HUD by the July 31<sup>st</sup> deadline.

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:** July 1, 2025

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

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

In June, staff presented five new technical reports to the Master Plan steering committee for initial review. These reports include the financial plan, community survey, barriers to affordable living, project impact analysis, and farmland preservation. Staff will return with these reports in July for final approval by the Master Plan steering committee.

Staff have begun updating the Master Plan summary document. While the format will be consistent with GCMPC's previous combined plan, the updated version will feature new design elements and expanded topic areas. The summary document draft is scheduled to be presented in September for steering committee review prior to its release for public comment.

The next Master Plan steering committee meeting will be held on July 29<sup>th</sup>, 2025, at 2:00 p.m.

**GLS Region V**

The Region V Unified Work Program (UWP) was reviewed and approved by the Region V Planning and Development Commission on May 27<sup>th</sup>. The UWP was submitted and is currently under review by MDOT. Staff are beginning to collect Pavement Surface Evaluation and Rating (PASER) on federal-aid roads in coordination with local road agencies in Lapeer and Shiawassee Counties.

The next regularly scheduled GLS Region V meeting will be held on July 22<sup>nd</sup> at 6:00 p.m.

Derek Bradshaw, Director    Christine Durgan, Assistant Director