

**Genesee County Metropolitan Planning Commission
Technical Advisory Committee (TAC)**

**Genesee County Administration Building
324 S. Saginaw St, Room 1014
Flint, Michigan 48502**

**Thursday September 11, 2025
1:30 P.M.**

AGENDA

- I. Call to Order
- II. Roll Call
- III. Minutes
 - ***A. Minutes of the July 28, 2025, Special Meeting (attached)
- IV. Old Business
 - ***A. Safe Streets for All (SS4A) Safety Action Plan (attached)
 - B. US-23 Study Update (attached)
 - C. Proposed NFC Revisions Update (attached)
- V. New Business
 - A. FY 25 PASER Update (attached)
 - B. FY 26 LAP Planning Guide (attached)
 - C. Roundabout Safety Outreach and Education (attached)
- VI. Other Business
- VII. Announcements
- VIII. Adjournment

*****Action Item**

NEXT MEETING – October 2, 2025, at 1:30 P.M

GENESEE COUNTY TECHNICAL ADVISORY COMMITTEE
Thursday, July 28, 2025 1:30 p.m.

MINUTES

The Genesee County Technical Advisory Committee met at 1:30 p.m. on Thursday, July 28, 2025, in the Harris Auditorium of the Genesee County Administration Building, 1101 Beach Street, Flint, Michigan, 48502.

I. CALL TO ORDER

Chairperson Khandker called the meeting to order at approximately 1:30 p.m.

II. ROLL CALL

Chairperson Khandker announced that a sign-in sheet would be used for today's official roll call. No verbal roll call was done.

Present: Abdul Khandker, Adam Zettel, Alex Patsy, Amber Abbey, Corey Jarbeau, Corwin Matthews, Dennis McDonagh, Derek Bradshaw, Dylan Campbell, Ellen Glass, Larry Green, Max Gierman, Michael Pifer, Michelle King, Paige DeHate, and Robert Cole.

Absent/Excused: Andrea Schroeder, Andy Pickard, Brian Ulman, Chad Young, Chris Yeates, Coetta Adams, Connie Greene, Dan Eashoo, Daniel Jenkins, David Dorr, Ed Benning, Eric Johnston, Frederick Thorsby, James Slezak, Jay Reithel, Jeff Clark, Joseph Madore, Joseph Rizk, Karyn Miller, Lynn Markland, Mary Ann Price, Melinda Johnson, Neil Rankin, Olayinka Ajimoko, Rachel Stanke, Randall Naumann, Reggie Smith, Richard Bayus, Robert Bincsik, Rod McGaha, Scott Bennett, Shawnice Dorsey, Sheri Wilkerson, Shirley Kautman-Jones, Spencer Lewis, Susan Weber, Thomas Spillane, Vadice Burgett, Vince Lorraine, and Wendy-Jean-Buhrer.

Others Present: Rick Johnson, Sheila Taylor, Kris Garris, McKenna Dutkiewicz, and Theresa LeFavour

III. MINUTES

***** A. Minutes of the June 5, 2025 Regular Meeting**

Motion: Action: Approve, **Moved by** Ellen Glass, **Supported by** Michael Pifer, to approve the minutes of the June 5, 2025 regular meeting as presented. **Motion carried unanimously.**

IV. OLD BUSINESS

None

V. NEW BUSINESS

*****A. FY 2023-2026 Transportation Improvement Program (TIP) Amendment #24**

Ms. McKenna Dutkiewicz stated this amendment abandons one project and changes one GPA in the FY 2023-2026 TIP. The project being abandoned is the City of Burton Bristol and Belsay Roads roundabout. This project was taken to their City council in July and voted to be abandoned. The project included carbon reduction and CMAQ funds which need to be used this year. With limited projects the funding could be moved to, staff is recommending that the funding be moved to the Flint Mass Transportation Authority (MTA) which has two projects in 2026 which can be moved to 2025.

Ms. Amber Abbey from the City of Burton stated that this project was abandoned due to over 100 people attending the public hearing meeting demanding the roundabout does not happen. The decision to abandon the project was due to public outcry and the City of Burton apologizes as they were not expecting this to happen. Discussion ensued.

Motion: Moved by Robert Cole, **Supported by** Amber Abbey, to approve the FY 2023-2026 Transportation Improvement Program (TIP) Amendment #24. **Motion carried unanimously.**

VI. OTHER BUSINESS

None.

VII. ANNOUNCEMENTS

Mr. Derek Bradshaw announced that all are invited to the ribbon cutting ceremony for the Genesee County Administration Building, Thursday, July 31st at 9:30 a.m. The county will be closed to the public August 1, 2025, until August 11, 2025. Future meetings for TAC will likely be held in Room 1014. Discussion ensued.

Ms. Sheila Taylor stated the TAC meeting scheduled for August 7, 2025, will not be held due to the building being closed to the public. Staff will notify the committee when the next meeting will occur, most likely in September.

Chairperson Abdul Khandker inquired if there was a way for members to meet in a less formal manner for other types of discussions and to give members opportunities to share items.

VIII. ADJOURNMENT

Chairperson Khandker adjourned the meeting at approximately 1:56 p.m.

Respectfully submitted,

Theresa LeFavour
Genesee County Metropolitan Planning Commission

MEMORANDUM

TO: Members of the Technical Advisory Committee

FROM: Cody Roblyer, Lead Planner
Genesee County Metropolitan Planning Commission

DATE: September 11, 2025

SUBJECT: **Genesee County Transportation Safety Action Plan**

In partnership with AECOM, the Genesee County Metropolitan Planning Commission staff has prepared a draft Transportation Safety Action Plan (TSAP). The purpose of the plan is to identify and prioritize roadway safety projects across Genesee County to reduce crashes, enhance mobility, and improve overall transportation safety.

The plan was developed using a combination of crash data analysis, roadway safety studies, and public input gathered through surveys and community input sessions. The Safety Task Force Committee and local units of government were also invited to review and provide feedback on the draft project lists. The TSAP includes a comprehensive set of recommended safety strategies and projects that will guide investment decisions and serve as the foundation for future funding applications.

Please review the Draft Genesee County Transportation Safety Action Plan using the following link:
<http://gcmnpc.org/wp-content/uploads/2025/09/Genesee-County-Safety-Action-Plan-DRAFT.pdf>

At this time, the Transportation Safety Task Force committee is recommending approval of the Genesee County Transportation Safety Action Plan from Technical Advisory Committee (TAC). If approved by TAC, the TSAP will be sent to the Metropolitan Alliance for final review and approval.

MEMORANDUM

TO: Members of the Technical Advisory Committee

FROM: McKenna Dutkiewicz, Planner
Genesee County Metropolitan Planning Commission

DATE: September 11, 2025

SUBJECT: US-23 Corridor Study – Final Report

US-23 Consultant, Rowe Professional Services, presented the final draft of the US-23 study to Steering Committee for approval on September 10th, 2025. Rowe provided a detailed overview of the final study methodology, as well as short-term and long-term project potentials along the US-23 corridor.

The full study, as well as individual interchange reports, can be found at <https://www.rowepsc.com/us23study/index.php>.

If you have any questions on the Study, please feel free to contact McKenna Dutkiewicz at mdutkiewicz@geneseecountymi.gov or (810) 766-6562.

MEMORANDUM

TO: Members of the Technical Advisory Committee

FROM: Kris Garris, Planner
Genesee County Metropolitan Planning Commission

DATE: September 11, 2025

SUBJECT: Proposed NFC Revisions Update

Every ten years after the United States Census urban area boundary adjustments are completed; the Federal Highway Administration (FHWA) guidelines require the state to lead and collaborate with local officials to review and update the National Functional Classification (NFC) of all public roads in Michigan. The NFC update process determines federal-aid eligibility of roadways. Act 51 road jurisdiction agencies (county Road Commissions, Cities, and Villages) may propose revisions to an NFC route under their jurisdiction; however, all NFC revisions are subject to final approval by FHWA. Typically, proposed NFC revisions primarily include roadways that have had large-scale economic development activities that greatly increased traffic on the roadway.

Staff received one (1) NFC Revision Proposal, from the City of Montrose for Hickory Street to be revised from a local road to a minor collector. Staff reviewed the proposal and NFC guidance, recommending approval from the Transportation System Management (TSM) subcommittee on August 21st, 2025 to send the revision proposal to MDOT. The proposal was approved and submitted to MDOT on August 29, 2025. MDOT is expected to provide a determination on conditional approval by October. At this point the revision proposal will be brought to TAC and Metro for final local approval and will be submitted to FHWA by MDOT. The remaining timeline for NFC Revisions can be found below:

- MDOT approved NFC revisions approved locally - **October to December 2025**
- MDOT submits NFC revisions to FHWA for review - **January 2026**
- FHWA approvals (estimated) - **March 2026**

If you have any questions regarding the NFC Process, please reach out to Kris Garris at kgarris@geneseecountymi.gov or 810-766-6564.

MEMORANDUM

TO: Members of the Technical Advisory Committee

FROM: Kris Garris, Planner
Genesee County Metropolitan Planning Commission

DATE: September 11, 2025

SUBJECT: **FY25 PASER Update**

Staff have been collecting pavement condition data using PASER on all Non-Federal Aid paved routes in Genesee County in FY25. The data collection has been conducted with assistance from the Genesee County Road Commission. Data collection is approximately 45% complete and is expected to be completed in September 2025. After pavement condition rating has been completed, PASER Reports for each community will be created and disseminated once complete.

If you have any questions regarding pavement conditions or PASER, please reach out to Kris Garris at kgarris@geneseecountymi.gov or 810-766-6564.

MEMORANDUM

TO: Members of the Technical Advisory Committee

FROM: McKenna Dutkiewicz, Planner
Genesee County Metropolitan Planning Commission

DATE: September 11, 2025

SUBJECT: FY 2026 MDOT LAP Planning Guide Update

Fiscal Year (FY) 2026 officially starts on October 1, 2025. Staff will be contacting all road and transit agencies that have FY 2026 TIP projects to set up monthly meetings. TIP project status meetings will be held to make sure all projects are moving forward in a timely manner.

The MDOT Local Agency Programs (LAP) project schedule for FY 2026 has been released and can be found attached in the agenda packet. This project schedule can act as a guide for any agency that has a project in FY 2026.

Please contact McKenna Dutkiewicz by phone (810) 766-6562 or e-mail mdutkiewicz@geneseecountymi.gov regarding any questions related to FY 2026 TIP projects.

Local Agency Program (LAP) FY 2026 Project Planning Guide

No data	LOCAL AGENCY SUBMITS ITS SECTION 106 and NEPA DOCUMENTATION (MDOT FORM 5323) TO LAP ENVIRONMENTAL, AT LEAST SIX MONTHS BEFORE GI SUBMITTAL. DATES SHOWN ARE APPROXIMATELY 6 MONTHS PRIOR TO GI SUBMITTAL DATES	FOR BRIDGE PROJECTS, LOCAL AGENCY SUBMITS TYPE, SIZE, AND LOCATION (TS&L) DOCUMENTS WHEN REQUIRED, TO LAP	No data	LOCAL AGENCY SUBMITS ITS ACCEPTABLE GRADE INSPECTION (GI) DOCUMENTS TO LAP	APPROXIMATE GRADE INSPECTION (GI) MEETING DATE	No data	LOCAL AGENCY SUBMITS ITS FINAL PROPERTY ACQUISITION CERTIFICATION (ATTACHMENT B)	LOCAL AGENCY SUBMITS ITS COMPLETE BIDDABLE PACKAGE TO LAP	LAP FORWARDS FINAL BID PROPOSAL PACKAGE TO SPECS & ESTIMATES	LETTING DATE	
<p>Local Agency (LA) or its engineering consultant begins Project Design, requests ProjectWise (PWZ) folders, contacts LAP Environmental for Section 106 consultation, prepares NEPA Form 5323 and documents, and places them in PWZ at least six months before GI submittal.</p> <p>LA also begins utility notification and coordination, coordination with railroads if applicable, coordination with MDOT for traffic and pedestrian signal work, permit application, property acquisition, etc.</p>	01/06/25	03/31/25	<p>LA places GI documents in PWZ, including Program Application, Requests for design exceptions or variances, recent 3-year crash history and analysis, Diagonal parking study and analysis, Diagnostic Safety Team Review for rail crossings, and similar documents, and notifies the LAP staff engineer. LA addresses Section 106 and NEPA Form 5323 review comments</p>	05/05/25	06/04/25	<p>LA completes section 106 and NEPA coordination, addresses GI review comments; prepares final plans, special provisions, and cost estimates; obtains property, permits, and approvals; places all documents in PWZ, and emails the LAP staff engineer</p>	07/04/25	07/18/25	08/15/25	10/03/25	+
	02/10/25	05/05/25		06/09/24	07/09/25		08/08/25	08/22/25	09/19/25	11/07/25	+
	01/15/25	06/09/25		07/14/25	08/13/25		09/05/25	09/19/25	10/17/25	12/05/25	+
	02/19/25	07/14/25		08/18/25	09/17/25		10/10/25	10/24/25	11/21/25	01/09/26	**
	03/12/25	08/04/25		09/08/25	10/08/25		11/07/25	11/21/25	12/19/25	02/06/26	N/A
	04/09/25	09/01/25		10/06/25	11/05/25		12/05/25	12/19/25	01/16/26	03/06/26	N/A
	05/07/25	09/29/25		11/03/25	12/03/25		01/02/26	01/16/26	02/13/26	04/03/26	N/A
	06/04/25	10/27/25		12/01/25	12/31/25		01/30/26	02/13/26	03/13/26	05/01/26	N/A
	07/09/25	12/01/25		01/05/26	02/04/26		03/06/26	03/20/26	04/17/26	06/05/26	N/A
	08/13/25	01/05/26		02/09/26	03/11/26		04/10/26	04/24/26	05/22/26	07/10/26	**
	09/10/25	02/02/26		03/09/26	04/08/26		05/08/26	05/22/26	06/19/26	08/07/26	N/A
	10/08/25	03/02/26		04/06/26	05/06/26		06/05/26	06/19/26	07/17/26	09/04/26	N/A
	11/05/25	03/30/26		05/04/26	06/03/26		07/03/26	07/17/26	08/14/26	10/02/26	N/A
12/10/25	05/04/26	06/08/26	07/08/26	08/07/26	08/21/26	09/18/26	11/06/26	N/A			

Please Note:

- (+) For projects proposed to be advertised and bid early in the fiscal year, when federal funds may not yet be available, Local Agencies may consider using the Advance Construct funding option for projects in these lettings.
- (**) Date adjusted for holiday.
- LAP cannot guarantee that projects submitted late in the fiscal year will be obligated before the end of the current fiscal year. This may result in loss of funds for that fiscal year.
- Dates shown for Section 106 and NEPA document submittal are generally 4 months before Grade Inspection (GI) submittal. However LAP recommends NEPA submittal 2-6 months before GI submittal.
- All bridge projects (bridge replacement and major rehabilitation regardless of funding) require a TS&L submittal.
- For projects that may require an Environmental Assessment (EA), submit the EA document to the MDOT LAP-ENVIRONMENTAL UNIT at least one year prior to submitting the GI documents.
- For projects which FHWA has identified for Risk Based Project Involvement, submit GI documents and Complete Biddable Package to LAP at least two weeks prior to the dates shown.
- See the attached guidance document, "Local Agency Program (LAP) Project Planning Guidance."

Local Agency Program Project Planning Guidance July 2025

This document summarizes the dates shown on the FY 2026 Project Planning Guide. The Guide includes key dates for local agencies (LA) and their consultants, for local projects funded all or in part with federal transportation funds and advertised and let for construction bids by the Michigan Department of Transportation (MDOT). For questions regarding the planning guide, please contact the MDOT Local Agency Program (LAP) area Staff Engineer (SE) or appropriate LAP Unit Obligation Specialist (UOS).

Please note that dates in the Planning Guide do not apply to special funding programs such as the Emergency Response (ER) program, or to innovative delivery methods. For such projects, please contact the MDOT LAP Section Supervisor.

The key submittals listed below are not intended to be completed in sequence but are suggestions of when the tasks might be started or completed. The suggestions are based on expected timeframes needed for various reviews and approvals, both internal and external to MDOT. Forms and information below can also be found on the [MDOT LAP webpage](#).

Prior to beginning Property Acquisition and Environmental Documentation

If your project may require temporary or permanent easements or other forms of property acquisition, please contact the MDOT Real Estate Coordinator at MDOT-LPA@Michigan.gov as soon as possible but certainly before beginning any acquisition tasks, to review the current acquisition requirements.

You should also contact the LAP Environmental Unit reviewer at MDOT-LAP-NEPAREviews@michigan.gov, before starting your Section 106 and NEPA documents, to review your project, the program requirements, and to determine the effects that property acquisition may have on the environmental classification.

Local Agency Begins Project Design and submits Section 106 and NEPA Documentation

All federally funded transportation construction projects need NEPA and Section 106 approval before the funds can be obligated. In Michigan, MDOT completes that approval role. After the project has been programmed with a MDOT job number, request that a ProjectWise (PWZ) folder be created, by accessing the instructions [Requesting a ProjectWise Folder](#), located on the LAP website. After the folder is created, you can begin adding your documents to the appropriate NEPA subfolder I PWZ. When you have added all documents, change the state on those documents to "Next", and notify the SE as well as the NEPA coordinator.

We strongly urge that the NEPA and Section 106 documents be submitted at least six months before your desired GI date. For projects with environmental sensitivity, or are in areas of historic, tribal, or archaeological significance, we suggest that you make your document submittals at least one year before the desired GI date, to allow for additional surveys or coordination.

If easements or other forms of property acquisition are required, complete Attachment A of the appropriate MDOT Programming Application form and place the file in PWZ Folder 3. Email the SE and the MDOT Real Estate Coordinator.

Submit GI Package (Approx, 22+ weeks prior to desired letting date):

For bridge projects proposing replacement or major rehabilitation regardless of the funding source, prepare a Type, Size and Location (TS&L) report. Place the TS&L report in the appropriate PWZ subfolder, and then notify the appropriate SE, at least five weeks prior to submitting the GI documents.

For each job number associated with the project, prepare an acceptable GI submittal package, including but not limited to, project construction plans (no less than 80% complete), a completed Program Application (MDOT Form 0258, 0259, or 0260), preliminary construction cost estimate in both .pdf and .xml file formats, project specific documents, such as unique special provisions, progress clause, maintenance of traffic special provision, requests for sole source items, utility and project coordination clauses, all necessary reviews and studies including railroad Diagnostic Safety Team Review, crash history reports and analyses, pavement design, geotechnical report, and diagonal parking study, permits, and requests for design exceptions or variances, and deviation from standard MDOT pavement design.

At submittal, please do not sign or seal the program applications until directed to do so by the SE. Submit GI documents by placing them in PWZ Folder 3. Change the state of these documents to Next and notify the SE of the GI submittal by email. If you use the state change process in PWZ, then PWZ will generate a notification email. Verify that the correct SE is included in the email. If PWZ does not generate the email, then notify the SE separately. If you do not receive a reply from the SE within five business days of making your submittal, you should follow up with the engineer. The SE will review the submitted items and contact the submitter with any comments.

Either the SE or one of LAP's as-needed consultants will contact the LA to schedule the GI meeting. The meeting typically occurs 15-30 days after LAP receives an acceptable GI submittal. Once the GI meeting date, time, and location have been confirmed, a GI meeting notification will be sent to the LA, with the request that the LA forward this notice to stakeholders or utility companies that need to attend the GI meeting. The GI package will be reviewed and comments discussed at the GI meeting.

Submit Final Property Acquisition certification documents (Approx, 13+ weeks prior to desired letting date):

Complete property acquisition, including such instruments as temporary permits to construct and permanent easements. Update Attachment A, if needed, update/complete Attachment B, as necessary, and place the updated and signed Attachment A and B pages of the program application in PWZ Folder 3.

Submit the required completed property acquisition documentation to the Property Acquisition PWZ folder provided to you by the Real Estate Coordinator and notify MDOT-LPA@Michigan.gov that the documentation has been submitted.

Submit Final Biddable Package (Approx, 13+ weeks prior to desired letting date):

Verify with the appropriate Metropolitan Planning Organization (MPO), Rural Task Force (RTF) or Regional Planning Agency (RPA) that all necessary S/TIP amendments or modifications have been completed and approved.

Prepare the final documents, including but not limited to the final construction plans, itemized construction cost estimate in both xml and pdf formats, unique special provisions, and all other proposal documents, making sure to address all GI comments and approval requirements. Place all final documents, as well as all approved necessary permits, certification that all matching funds are

secured, the ADA compliance certification, and other final documents, into PWZ Folder 4. Notify the SE of the final submittal by email. If you use the state change process in PWZ, then PWZ will generate a notification email.

The SE will review the final submittal documents and may have additional comments. Address all final comments made by the SE.

When the final revisions to the project documents have been completed, the SE will package the project as a draft bidding proposal and email a link to the draft proposal and plans to the LA for final verification. Once verified, the SE will provide the Project Certification form to the LA, for electronic signature. The LA person in Responsible Charge needs to sign and return the form to the SE. The signed Project Certification form will be LA's request to obligate funds and advertise the project.

The SE will request fund obligation. Allow a minimum of 10 business days for the obligation process to be completed.

LAP forwards final package to Specification & Estimates (S&E) Unit (Approx, 7+ weeks prior to desired letting date):

After the project's funds are obligated, the SE completes the bid proposal and forwards it to MDOT S&E for review. The SE will forward any comments to the local agency. Quick responses by the local agency to address these comments are essential to keeping the project on track for the bid letting.

MDOT Advertises the Project for Construction Bids (Approx. 5 Weeks Before Desired Letting Date):

MDOT Bid Letting

MEMORANDUM

TO: Members of the Technical Advisory Committee

FROM: Cody Roblyer, Lead Planner
Genesee County Metropolitan Planning Commission

DATE: September 11, 2025

SUBJECT: Roundabout Safety Outreach and Education

Genesee County Metropolitan Planning Commission staff is conducting outreach and education efforts to promote safe travel through roundabouts. Roundabouts are increasingly being used as an effective strategy to reduce severe crashes and improve traffic flow. However, since they differ from traditional signalized or stop-controlled intersections, it is important to provide residents with clear information on how to properly use them.

As a result, staff is developing informational materials and will share educational posts on social media to highlight key safety practices such as yielding to circulating traffic, selecting the correct lane before entering, as well as being aware of crossing pedestrians and bicyclists. Outreach will also include direct correspondence to local units of government including roundabout safety resources that can be provided to the community.

Continued education will support the goal of making roundabouts a familiar and effective tool for improving traffic safety throughout the region.