

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Tuesday, December 2, 2025, 8:00 a.m.

MINUTES

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, December 2, 2025, in Room 1014 of the Genesee County Administration Building, 10th Floor, 324 South Saginaw Street, Flint, Michigan.

I. CALL TO ORDER

Chairperson Himelhoch called the meeting to order at 8:04 a.m.

II. ROLL CALL

Present: William Brandon, Cheryl Sclater, Dr. Beverly Brown, Alan Himelhoch, Tyler Rossmassler, Lesly Foreman, Jeffrey Peake and Ian Shetron.

Absent: Deborah Cherry, Derelle Blake and Martin L. Cousineau.

Others Present: Derek Bradshaw, Chris Durgan, Sheila Taylor, Jacob Maurer, Damon Fortney, McKenna Dutkiewicz, Kristofor Garris, Amber Abbey, Leandra Swayne and Renate Soto.

III. MINUTES

A. Minutes of the November 4, 2025 Regular Meeting

Motion: Action: Approve, **Moved by** William Brandon, **Seconded by** Cheryl Sclater, to approve the November 4, 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

There were no Communications.

VI. COMMITTEE REPORTS

There were no Committee Reports.

VII. NEW BUSINESS

A. Genesee: Our County, Our Future Master Plan - Presentation and Request to Release Plan for Public Comment

Damon Fortney and McKenna Dutkiewicz provided a presentation of the draft *Genesee: Our County, Our Future Master Plan*. The Plan is a vision for the County for the next 25 years and serves as the Master Plan and the Long-Range Transportation Plan. All of our program areas; Community Development, Transportation and Environmental issues, are included in the Plan. The Plan was fully developed by our staff, who have been working on it for the past year in collaboration with the Steering Committee. Discussion ensued.

Motion: Action: Approve, **Moved by** Jeffrey Peake, **Seconded by** William Brandon, to approve the *Genesee: Our County, Our Future Master Plan* Steering Committee's recommendation to begin the 63-day public comment period of the *Genesee: Our County, Our Future Master Plan*.

Motion passed unanimously.

(Documents on file with minutes)

B. MPR-9-25-03; City of Burton Master Plan

Kristofor Garris provided an overview of MPR-9-25-03; City of Burton Master Plan. The Plan meets all the necessary requirements for adoption. GCMPC was properly notified by the City of Burton of their intention to update the Master Plan. The Plan is consistent with existing and future land use plans of surrounding local units of government. GCMPC recommends the City of Burton review the document to ensure narrative consistencies and data accuracy.

Motion: Action: Approve, **Moved by** Jeffrey Peake, **Seconded by** William Brandon, to endorse staff recommendations regarding MPR-9-25-03; City of Burton Master Plan and to forward staff's comments to the City of Burton.

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 December Contract, Vouchers and Bills for a total \$94,993.91.

Motion passed unanimously.

(Documents on file with minutes)

B. Commission Expenses and Per Diems

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

Motion passed unanimously.

(Documents on file with minutes)

IX. OLD BUSINESS

A. Project Status

1. 3-C Transportation Planning – November 2025 Status Report

Sheila Taylor stated that staff have compiled the annual list of projects which outlines all the projects that were obligated in the last fiscal year, totaling a \$71 million investment in

the County. Staff have completed the pavement condition collection and are currently working on the reports to summarize the data collected.

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

Motion passed unanimously.

(Original on file with minutes)

2. American Rescue Plan Act – November 2025 Status Report

The City of Burton Senior Center has been closed out; this project provided a garage addition, outdoor pergola and bathroom upgrades. The County funding for the KCI sewer project has been fully expended; the overall project is still ongoing. The Lake Fenton Schools water tie-in project is complete and funding must be expended by the end of the year.

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

Motion passed unanimously.

(Original on file with minutes)

3. Environmental Program Update – November 2025 Status Report

Jacob Maurer provided an update on the Recycling and Education Center; the architect continues to work with staff on the layout and design. Staff is collaborating with our exhibit consultant, Xibitz and sub consultant, Reich & Petch, whose specialty is the educational exhibit experience, to continue the design of the educational exhibit portion of the Center. Ten proposals were received from the Construction Manager RFP. Staff will review and score the proposals and schedule interviews with the top contenders within the next month. 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)

4. Community Development Program – November 2025 Status Report

Jacob Maurer stated that staff is making progress on the 2025 CDBG contract signings, with just one contract left to be finalized. All subrecipient monitoring visits have been completed and corrections are being addressed. Yesterday, staff began 2025 ESG program contract signing.

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

Motion passed unanimously.

(Original on file with minutes)

5. Report of the Director – November 2025 Status Report

Derek Bradshaw thanked staff for all the time and effort put into creating the Master Plan. Mr. Bradshaw reviewed several of the processes involved in developing the Plan. It will soon be released for public comment, and feedback will be incorporated into the Plan. Any necessary revisions will be made before seeking final approval. Discussion ensued.

Motion: Action: Approve, **Moved by** Jeffrey Peake, **Seconded by** Lesly Foreman, 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.

William Brandon gave an update about the Genesee County Parks and Recreation Commission's meetings and events.

Several Planning Commissioners shared feedback on the Master Plan and their vision for Genesee County as it relates to the Plan.

Lesly Foreman stated the Flushing Candlewalk will be taking place this week on December 4th and 5th.

Cheryl Sclater stated that ELGA Credit Union in partnership with the Michigan State Police will host the "Stuff a Blue Goose" annual event December 5th to assist children in need.

X. ADJOURNMENT

Chairperson Himelhoch adjourned the meeting at 9:15 a.m.

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