



**Genesee-Lapeer-Shiawassee
Region V Planning and Development Commission**

Room 111– 1101 Beach Street
Flint, Michigan 48502-1470
(810) 257-3010

DEREK BRADSHAW
FISCAL OFFICER

**GLS REGION V PLANNING & DEVELOPMENT COMMISSION
GENESEE COUNTY ADMINISTRATION BUILDING
1101 BEACH STREET, HARRIS AUDITORIUM, 3RD FLOOR
Tuesday, November 26, 2024
6:00 P.M.**

AGENDA

I. INTRODUCTION

- A. Roll Call
- B. Approval of the Minutes of the GLS Region V PDC Regular Meeting held September 24, 2024 (attached)
- C. Approval of the Agenda of GLS Region V PDC Meeting to be held November 26, 2024
- D. Opportunity for the Public to Address the GLS Region V Planning and Development Commission
- E. Communications
 - 1. Genesee County Master Plan Notice of Intent

II. ACTION ITEMS

- A. Financial Report
 - 1. Checks
- B. 2025 Meeting Dates

III. DISCUSSION ITEMS

- A. MAR Update
- B. Regional Housing Update
- C. FY 2026- 2029 Rural Task Force (RTF) Call for Projects Update

IV. ANNOUNCEMENTS

V. ADJOURNMENT

Next Meeting – January 28, 2025

GENESEE-LAPEER-SHIAWASSEE REGION V PLANNING and DEVELOPMENT COMMISSION
Tuesday, September 24, 2024 6:00 p.m.

MINUTES

The Genesee-Lapeer-Shiawassee Region V Planning and Development Commission met at 6:00 p.m. on Tuesday, September 24, 2024, in Harris Auditorium of the Genesee County Administration Building, on the third floor, 1101 Beach Street, Flint, Michigan.

Chairperson Hamilton called the meeting to order at 6:00 p.m.

I. INTRODUCTIONS

A. Roll Call

Present: William Hamilton, Derek Bradshaw, Ed Benning, Jeffrey Kelley, and Shawnice Dorsey.

Absent/Excused: Gregory Brodeur, Alan Himelhoch, Gabriel Lossing, Richard Van Haaften, Joe Massey, Michael Hemmingsen, and Destain Gingell.

Others Present: Jacob Maurer, Kristofor Garris, and Theresa LeFavour.

B. Approval of the Minutes of the GLS Region V PDC Regular Meeting held July 23, 2024

Motion: Action: Approve, **Moved by** Ed Benning, **Supported by** Jeffrey Kelley, to approve the minutes of the GLS Region V PDC regular meeting held July 23, 2024 as presented.

Motion carried unanimously.

(Documents on file in the GCMPC office)

C. Approval of the Agenda of GLS Region V PDC Meeting to be held September 24, 2024

Motion: Action: Motion to approve the agenda. **Moved by** Jeffrey Kelley, **Supported by** Shawnice Dorsey, to approve the agenda of the GLS Region V PDC meeting to be held September 24, 2024.

Motion carried unanimously.

(Documents on file with minutes)

Jacob Maurer noted that there was an additional item added to the agenda, Discussion Item F.

D. Opportunity for the Public to Address the GLS Region V PDC

No one spoke at this time.

E. Communications

None

II. ACTION ITEMS

A. Financial Report

1. Checks

Derek Bradshaw noted that the new chair is now officially on the account as a signer at Huntington Bank thanks to Jacob Maurer, Amy Fuoss, Derek Bradshaw, and Chris Durgan. Three checks are reissued due to new chair previously not being able to sign checks.

Mr. Bradshaw reviewed the checks for the committee. The checks totaled \$48,836.57.

Motion: Action: Approve the payment of the checks. **Moved by** Jeffrey Kelley, **Supported by** Ed Benning, to approve the checks in the amount of \$48,836.57.

Motion carried unanimously.

(Documents on file with minutes)

2. Year-To-Date Financials 2024

Mr. Bradshaw noted that the big challenge we are having is in some categories, specifically the Spark Grant, a grant received to provide technical assistance to local units, is not being spent, as local units are not requesting assistance. Of the \$72,604 budget for this grant, only \$1,705 (2%) has been spent. The remainder are all in line.

The reported financials are through 8/30/2024. The year end financials, which ends 9/31/2024, will be available in December.

There is a minor change in the fund balance of \$21.

Motion: Action: Approve the YTD 2024 Financials. **Moved by** Jeffrey Kelley, **Supported by** Ed Benning to approve the YTD 2024 Financials.

Motion carried unanimously.

(Documents on file with minutes)

B. FY 2024 Budget Adjustments

Mr. Bradshaw noted that we received an additional \$4,000 for Asset Management which was a grant that Jacob Maurer applied for. This provided an increase to service contracts by \$3,300 and consultants by \$700. \$1,200 was transferred from consultants to advertising for projected RTF costs.

Motion: Action: Approve the FY 2024 Budget Adjustments. **Moved by** Jeffrey Kelley, **Supported by** Shawnice Dorsey to approve the FY 2024 Budget Adjustments.

Motion carried unanimously.

C. Authorization for Year End Budget Adjustments

Mr. Bradshaw stated that this was the same as in previous years which gives himself the authority to make any small budget adjustments which do not exceed 25% of the total line item or to make any changes less than \$6,000.

Motion: Action: Approve the Year End Budget Adjustments. **Moved by** Ed Benning, **Supported by** Jeffrey Kelley to approve the Year End Budget Adjustments.
Motion carried unanimously.

D. Approval of the Fiscal Year 2025 Budget

Jacob Maurer noted that main difference in revenue would be due to spending down the original prosperity grant which helped out the housing initiative, as well as the regional housing grant, which we are projecting to spend about 1/3 of the authorized amount by the end of the fiscal year. Additional funding may or may not be needed. Overall, for our regional transportation grant there are not too many changes from the current fiscal year.

Jeffrey Kelley inquired if we keep the Spark grant fund. Mr. Maurer stated that we anticipate spending double or triple the amount that we spent this year. We anticipate spending more than last year but will not utilize the entire grant.

Motion: Action: Approve the Fiscal Year 2025 Budget. **Moved by** Jeffrey Kelley, **Supported by** Ed Benning to approve the Fiscal Year 2025 Budget.
Motion carried unanimously.

E. Pass-Through Agreement between the Genesee County Metropolitan Planning Commission (GCMPC) and the Genesee-Lapeer-Shiawassee Region V Planning and Development Commission (GLS Region V)

Mr. Maurer stated that this is an annual agreement requirement that allows the Genesee County Planning Commission to provide staff resources to GLS Region V and for the Planning Commission to be reimbursed for providing those services and to carry out those programs. There is no change to the budget from the current year.

Motion: Action: Approve the Pass-Through Agreement between the Genesee County Metropolitan Planning Commission (GCMPC) and the Genesee-Lapeer-Shiawassee Region V Planning and Development Commission (GLS Region V) **Moved by** Shawnice Dorsey, **Supported by** Jeffrey Kelley to approve the Pass-Through Agreement between the Genesee County Metropolitan Planning Commission (GCMPC) and the Genesee-Lapeer-Shiawassee Region V Planning and Development Commission (GLS Region V).
Motion carried unanimously.

F. Travel Policy Adoption

GLS Region V annually enters into an agreement with GCMPC to pay for staff services to implement MDOT's regional transportation work program. Included in the annual work program is the requirement that staff attend regional and statewide meetings that may require overnight travel. Typical expenses include registration fees, lodging, and meal reimbursement.

Mr. Bradshaw stated that In the past, we have followed the travel policy for Genesee County. Genesee County determined the need to formalize the travel policy for all

county employees. The GLS Region V policy states that any travel on behalf of GLS Region V will follow the current Genesee County travel policy. This travel policy adoption would formalize that GLS Region V staff use the Genesee County travel policy.

Motion: Action: Approve the Travel Policy Adoption **Moved by** Jeffrey Kelley, **Supported by** Ed Benning to approve the Travel Action Policy.

Motion carried unanimously.

III. DISCUSSION ITEMS

A. MAR Update

Mr. Bradshaw stated the hot topic is the Material Management Plan that all counties and regions are trying to prepare. The State has not provided guidance. Everyone must start this process in January.

B. FY 2026-2029 Rural Task Force (RTF) Program Call for Projects

Mr. Maurer stated that MDOT has issued the FY 2026-2029 Rural Task Force Call for Projects for GLS Region V Lapeer and Shiawassee County road and transit agencies. The diagram provided shows which fund your agency is eligible for and for which year. The small cities and villages are eligible for Category D state funding as well as the Federal Surface Transportation Funding in 2027. This comes from the Rural Task Force By-Laws which states every ninth year small cities and villages get 90% of the funding and the transit agency gets 10%.

A Call for Projects letter will be released in the next 7 to 10 days to all the agencies in Lapeer and Shiawassee Counties. Advertising will be set up for meetings and applications will likely be due at end of November/early December.

Chair Hamilton asked what kind of projects will transit authorities be able to do with this. Mr. Maurer stated transit capital projects. Transit can only access the surface transportation funding to be used on fleet vehicles/buses, computers, technology.

C. FY 2026-2029 Congestion Mitigation and Air Quality Program Call for Projects

Mr. Kris Garris stated that the funding for the CMAQ call for projects is only eligible in Lapeer County. Any local rural road and transit agencies wishing to utilize CMAQ funding for FY 2026-2029 should apply. CMAQ funds require at least a 10% non-federal match. CMAQ funds must be spent on construction costs for transportation improvements or for transit capital projects.

Staff will be coordinating RTF meetings so the RTF committee can approve road and transit projects for the CMAQ funding. Projects are due to our office by November 25, 2024.

Any questions, please contact McKenna Dutkiewicz at 810-766-6562 or mdutkiewicz@geneseecountymi.gov.

Mr. Maurer added that the RTF will be sending out a call for project letters to Lapeer County.

D. 2024 PASER Reports, Dashboard & Interactive Map (Presentation)

Mr. Garris presented that staff has been working on revamping the Asset Management Program and improving the accessibility for local units and the public. There is an updated, interactive dashboard which you can find PASER ratings, and community data where it can be sorted by district and municipality. The PASER reports sent out in past are still available for the local units on our website.

Mr. Maurer added that this is federal aid. Our goal is to upload Lapeer and Shiawassee data into a similar format. Once complete, a communication will be sent letting the communities and road agencies know this information is available.

E. Asset Management: FY 2025 Call for Interest for Data Collection Reimbursement

Mr. Garris stated that funding has been set aside to assist in the collection of roadway, culvert and bridge data collection. Staff is seeking proposals from Act-51 Road Agencies in the GLS region who are interested in collecting data and receiving reimbursement for roadway, culvert and bridge inventories, condition assessments and data submission. Submission instructions are in the memo. Eligible data items include non-federal aid roads in Genesee County, federal aid roads in Lapeer and Shiawassee Counties, and all culverts and bridges in all three counties. All requests are due by 9/30/24. Requests can be sent to Kris Garris at kgarris@geneseecountymi.gov.

Mr. Maurer added that our goal is to provide technical assistance funding to our road agencies that help us with our road and pavement data collection. As we have additional money available in the asset management budget, we were able to secure additional grants from the state to offer additional funds for studying the condition of culverts and bridges. We are planning a year in advance so that we can better identify the budgetary needs.

F. FY 2025 Unified Work Program – Allocation Changes (handout)

Kris stated that the Transportation Asset Management Council (TAMC) has approved a new regional allocation formula. As a result of this new formula, the GLS Region V will have an asset management allocation of \$67,650 which represents an increase of over \$20,000 to our budget.

Jacob added that this is a one time increase, as far as we know, from TAMC. We'll bring this back in November as an adjustment for the next fiscal year.

IV. ANNOUNCEMENTS

None.

V. ADJOURNMENT

Chairperson Hamilton adjourned the meeting at 6:20 p.m.

Motion to adjourn meeting. **Moved by** Jeffrey Kelley, **Supported by** Shawnice Dorsey.

Motion carried unanimously.

Respectfully submitted,
Theresa LeFavour
Genesee County Metropolitan Planning Commission

DRAFT



GENESEE COUNTY
**METROPOLITAN PLANNING
COMMISSION**

Region V Planning Commission

**1101 Beach St.
Room 111
Flint, MI 48502**

Subject: Notice of Intent to Update Genesee County's Master Plan

Pursuant to the requirements of the Michigan Planning Enabling Act of 2008, this notice is to inform you of the Genesee County Metropolitan Planning Commission's Intent to update the Genesee: Our County, Our Future plan to meet the requirements of a County Master Plan as recognized by the Act.

The Planning Commission is seeking your cooperation and participation in the planning process. If you have any questions, concerns, or issues that you feel should be addressed directly in this process please let us know. Please visit www.ourfuturegenesee.com/2025update/ to stay up to date with the plan. Later in the planning process you will be sent a draft copy of the plan as required by the Act. We will be seeking comments on the plan during that time.

If you have anything to share throughout the planning process you are invited to send a letter either by mail or electronically to the Genesee County Metropolitan Planning Commission at 1101 Beach St., Flint, MI 48502, Room 111 or by email to Damon Fortney, a member of my staff, at dfortney@geneasecountymi.gov.

Thank you.

A handwritten signature in blue ink that reads "Derek Bradshaw".

Director

Derek Bradshaw, Director Christine Durgan, Assistant Director

1101 Beach Street – Room 111, Flint, Michigan 48502-1470 • (810) 257-3010 • www.gcmplc.org

Inv # 24/11-gcmpcreimburse

11/26/24

For GCMPC reimbursement request on 11/26/24, please see the breakdown below of hours per billing:

<u>Billing</u>	<u>Amount</u>	<u>Person Working</u>	<u>Hours</u>
Program management May	\$ 171.70	Garris, K	2
Spark grant 1st quarter	\$ 250.07	Hajec, D	3
Spark grant 2nd quarter	\$ 1,455.15	Hajec, D Maurer, J	14.5 2
Program Management July	\$ 885.08	Garris, K Maurer, J	6 3
Rural Task Force July	\$ 1,373.68	Dutkiewicz, M	16
Asset Management July	\$ 1,459.55	Garris, K	17
Travel request reimbursement for JM	\$ 146.00		
<u>Indirect match on regional housing grant</u>			
Regional Prosperity July	\$ 1,461.39		
Regional Prosperity Aug	\$ 4,444.54		
	\$11,647.16		



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GENESEE-LAPEER-SHIAWASSEE REGION V PLANNING AND DEVELOPMENT COMMISSION

2025 SCHEDULED MEETING DATES

The Genesee-Lapeer-Shiawassee Region V Planning and Development Commission will meet at 6:00 p.m. on the fourth Tuesday of every other month in the Harris Auditorium of the Genesee County Administration Building, on the third floor, 1101 Beach St., Flint, MI 48502.

January 28, 2025

March 25, 2025

May 27, 2025

July 22, 2025

September 23, 2025

November 25, 2025



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MEMORANDUM

TO: Members of the GLS Region V Planning and Development Commission

FROM: Sheila Taylor, Division Manager
Genesee County Metropolitan Planning Commission

DATE: November 26, 2024

SUBJECT: Regional Housing Partnership Update

The Michigan State Housing Development Authority (MSHDA) has developed Michigan's Statewide Housing Plan to address housing needs across the state. To implement the plan, the state has been divided into 15 regions. The GLS Region V Commission falls under the Region H Regional Housing Partnership (RHP), which includes Genesee, Lapeer, Shiawassee, Tuscola, Huron, Sanilac, and St. Clair Counties.

As of August 2024, Region H has received \$2.7 million in MSHDA grants, contributing to a total investment of over \$3.8 million. Projects include a roofing program, housing rehabilitation, and downtown public amenity development in Genesee County, the construction of two new housing units and two downtown public amenity projects in Shiawassee County, and downtown public amenity projects in Lapeer and Tuscola Counties.

Staff held a one-year update meeting for the Regional Housing Partnership to provide an overview of the progress made toward the goals and strategies outlined in the action plan. Additionally, there was a special CDBG presentation for non-entitlement communities interested in learning more about developing housing using CDBG funds.

We were excited to introduce Great Lakes Housing Services, a new organization created by MSHDA to assist with technical support and capacity building in housing production. The steering committee and working groups plan to reconvene in January 2025.



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MEMORANDUM

TO: Members of the GLS Region V Planning and Development Commission

FROM: McKenna Dutkiewicz, Planner
Genesee County Metropolitan Planning Commission

DATE: September 26, 2024

SUBJECT: FY 2026-2029 Rural Task Force (RTF) Program Call for Projects

The GLS Region V Planning and Development Commission Rural Task Force (RTF) opened the FY 2026-2029 RTF Program Call for Projects (CFP) on October 22nd, 2024. Staff met with both the Lapeer and Shiawassee County sub-task force RTF members in October to discuss what is required for the RTF call for projects and to review project eligibility. All applications are to be submitted virtually at the following links below:

For Region V RTF Applications, click here: <https://arcg.is/yKXS10>

For Lapeer County CMAQ Applications, click here: <https://arcg.is/Szm8b0>

All projects must be submitted no later than December 2nd, 2024 via the online application links above. Staff will coordinate with road and transit agencies to discuss the proposed projects in mid-December. Please feel free to contact McKenna Dutkiewicz at 810-766-6562 or mdutkiewicz@geneseecountymi.gov for questions regarding this Call for Projects.