



GENESEE COUNTY METROPOLITAN PLANNING COMMISSION

# GENESEE COUNTY METROPOLITAN PLANNING COMMISSION

1101 Beach Street – Room 223, Flint, Michigan 48502-1470 • (810) 257-3010 • www.gcmpc.org



**DEREK BRADSHAW**  
DIRECTOR-COORDINATOR

**CHRISTINE A. DURGAN**  
ASSISTANT DIRECTOR

GENESEE COUNTY METROPOLITAN  
PLANNING COMMISSION MEETING  
1101 BEACH STREET, ROOM 223

**Tuesday, October 6, 2020**  
**8:00 A.M.**

**Zoom Meeting**  
**Dial-in Number: (312) 626-6799**  
**Participant Code: 934 0668 9263**

## AGENDA

- I. Call to Order
- II. Roll Call
- III. Minutes
  - \*\*\*A. Minutes of the September 1, 2020 Regular Meeting (attached)
- IV. Opportunity for Individuals to Address the Commission
- V. Communications
- VI. Committee Reports
- VII. New Business
  - \*\*\*A. FPR-08-20-03; GCCARD, 2021 Head Start and Early Head Start Competitive Grant (attached)
  - B. Recycle Study Presentation
- VIII. Finances
  - \*\*\*A. Contract, Vouchers and Bills (attached)

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Alan Himmelhoch Chairperson	Alexander H. Isaac Vice-Chairperson	Gloria J. Nealy Secretary	Martin Cousineau Commissioner	Ted Henry Commissioner	Mike LaPointe Commissioner	Jeffrey M. Peake Commissioner	David Martin Commissioner	Cheryl Sclater Commissioner	Reggie Smith Commissioner
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\*\*\*B. Commission Expenses and Per Diems (to be distributed)

\*\*\*C. Financial Update (attached)

IX. Old Business

A. Project Status

\*\*\*1. 3-C Transportation Planning – September 2020 Status Report  
(attached)

\*\*\*2. Environmental Program – September 2020 Status Report (attached)

\*\*\*3. Community Development Program – September 2020 Status Report  
(attached)

\*\*\*4. Director-Coordinator Report – September 2020 Status Report  
(attached)

B. Commissioner Comments

X. Adjournment

\*\*\* Indicates Action Item

**NEXT MEETING: Wednesday, November 4, 2020**

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Tuesday, September 1, 2020, 8:00 a.m.**

**MINUTES**

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, September 1, 2020, in a Zoom meeting conference call format due to Coronavirus concerns.

**I. CALL TO ORDER**

Chairperson Himelhoch called the meeting to order at 8:00 a.m.

**II. ROLL CALL**

**Present:** Alan Himelhoch, Alexander Isaac, Cheryl Sclater, David Martin, Jeffrey M. Peake, Gloria Nealy, Martin Cousineau, Mike LaPointe, Reggie Smith, and Ted Henry.

**Absent:** None.

**Others Present:** Derek Bradshaw, Christine Durgan, Sheila Taylor, Jason Nordberg, Anthony Kelly, and Nichole Odette.

**III. MINUTES**

**A. Minutes of the August 4, 2020 Regular Meeting**

**Motion: Action:** Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Reggie Smith, to approve the minutes of the August 4, 2020 regular meeting 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**

Sheila Taylor introduced Anthony Kelly, our new Planner, who will be working in the Community Development Program.

Chairperson Himelhoch explained that he received a letter and pictures from a homeowner that went through one of our programs and is not happy with the contractor or the work performed. Christine Durgan and Andy Trudeau will meet with the homeowner this week to discuss concerns and review the work performed.

**VI. COMMITTEE REPORTS**

## **A. Budget Committee**

### **1. Approval of FY 2020-2021 Budget**

Derek Bradshaw stated that the proposed GCMPC budget is just over \$4 million dollars. Staff had originally requested \$418,000 in County Appropriations, which provides the Director-Coordinator's salary and match for our Transportation programs; however, the County asked staff reduce that request by \$100,000. Staff moved a Transportation Planner position under the Community Development Program, which freed up match funds. Additionally, this year's match will be utilized toward the Roundabout Study. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Reggie Smith, to approve the FY 2020-2021 GCMPC Budget.

Motion passed unanimously.

(Documents on file with minutes)

## **B. Election Committee**

Reggie Smith stated that the Election Committee recommends the following to serve as GCMPC Officers for the upcoming year: Alan Himelhoch, as Chairperson, Alexander Isaac as Vice Chairperson, and Gloria Nealy as Secretary.

Reggie Smith opened the floor for nominations of GCMPC Chairperson. Mr. Smith nominated Alan Himelhoch for GCMPC Chairperson. There were no other nominations. Alan Himelhoch accepted the nomination.

Reggie Smith opened the floor for nominations of GCMPC Vice Chairperson. Mr. Smith nominated Alexander Isaac for GCMPC Vic Chairperson. There were no other nominations. Alexander Isaac accepted the nomination.

Reggie Smith opened the floor for nominations of GCMPC Secretary. Mr. Smith nominated Gloria Nealy for GCMPC Secretary. There were no other nominations. Gloria Nealy accepted the nomination.

**Motion: Action:** Elect, **Moved by** Ted Henry, **Seconded by** Jeffrey M. Peake, to elect the following slate of Officers for the upcoming year by acclamation. Alan Himelhoch as Chairperson, Alexander Isaac as Vice Chairperson, and Gloria Nealy as Secretary.

**Motion: Action:** Approve, **Moved by** Ted Henry, **Seconded by** Gloria Nealy, to approve the report of the Election Committee.

Himelchoh – abstained.

Motion passed.

## **VII. NEW BUSINESS**

### **A. Congestion Mitigation Air Quality (CMAQ) Funding Award (Rideshare)**

Jason Nordberg stated that we have not received the contract from MDOT yet for the Rideshare Program.

**Motion: Action:** Approve, **Moved by** Ted Henry, **Seconded by** Jeffrey M. Peake, to approve entering into the FY 2021 Rideshare contract with MDOT subject to review and approval of the contract by Corporation Counsel.

Motion passed unanimously.  
(Documents on file with minutes)

**B. Pass Through Agreement between the Genesee County Metropolitan Planning Commission (GCMPC) and the Mass Transportation Authority (MTA)**

Jason Nordberg explained that GCMPC receives federal funding to conduct transit planning. The Pass Through Agreement between GCMPC and the MTA is for \$366,267.

Jason Nordberg stated that GLS Region V receives federal funding for the regional transportation work program. GLS Region V does not have staff, so they contract with GCMPC staff to perform the planning work. The Pass Through Agreement between GLS Region V and GCMPC is for \$102,000. Both contracts will be reviewed by Corporation Counsel prior to Board of Commissioner approval. The only changes from last year were dates and funding amounts.

**Motion: Action:** Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Reggie Smith, to approve the Pass Through Agreement between the Genesee County Metropolitan Planning Commission (GCMPC) and the Mass Transportation Authority (MTA) and to recommend approval for Genesee County Board of Commissioners Chairperson Martin Cousineau to sign the Agreement, subject to review and approval of the Agreement by Corporation Counsel.

Motion passed unanimously.  
(Documents on file with minutes)

**C. 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)**

Discussion for this item took place under item VII B.

Chairperson Himelhoch stated that he is a member of the GLS Region V Commission and will abstain from voting.

**Motion: Action:** Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Reggie Smith, 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) and to recommend approval for Genesee County Board of Commissioners Chairperson Martin Cousineau to sign the Agreement, subject to review and approval of the Agreement by Corporation Counsel.

AH – abstained.

Motion passed.

(Documents on file with minutes)

**VIII. FINANCES**

**A. Contract, Vouchers and Bills**

**Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** Gloria Nealy, to approve the August Contract, Vouchers and Bills for a total \$10,493.22 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** Reggie Smith, **Seconded by** Gloria Nealy, to approve the Commission Expenses and Per Diems as submitted.

Motion passed unanimously.

(Documents on file with minutes)

### **C. Financial Update**

Derek Bradshaw reviewed the Financial Update.

**Motion: Action:** Approve, **Moved by** Gloria Nealy, **Seconded by** Ted Henry, to approve the Financial Update as presented.

Motion passed unanimously.

(Documents on file with minutes)

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

Derek Bradshaw reviewed the Budget Transfer Requests. The majority are necessary to incorporate the CARES Act revenue. Last month's request to commit \$15,000 of unassigned fund balance to Tech Upgrades is being reversed to help balance the budget. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Ted Henry, **Seconded by** Jeffrey M. Peake, to approve the budget adjustments to increase Indirect Revenue \$99,247 to realign CD revenues; increase revenues from CD by \$452,226 for the new Federal CARES grants awarded and to realign CD revenues; increase Salary and Longevity by \$393,135 for new Federal CARES grants and to realign CD expenses; increase total Fringe Benefits by \$179,091 for new Federal CARES grants and to realign CD expenses; decrease Transfers In Revenue by \$300,000; decrease Transfers Out Revenue by \$300,000; increase Solid Waste specialty waste collections expense and state participation revenue by \$10,000 for Environment, Great Lakes, and Energy grant awarded; increase Auditing by \$8,000; decrease Service Contracts by \$5,000; decrease Supplies by \$3,000; and reverse the commitment of \$15,000 of unassigned fund balance to our Tech Upgrades reserve that was approved at the meeting on August 4, 2020.

Motion passed unanimously.

(Documents on file with minutes)

### **E. Authorization for Year End Budget Adjustments**

**Motion: Action:** Approve, **Moved by** Ted Henry, **Seconded by** Jeffrey M. Peake, to authorize Derek Bradshaw to make budget transfers up to 25% of the total line item, or any changes to line items less than \$6,000, for year-end adjustments.

Motion passed unanimously.

(Documents on file with minutes)

## **IX. OLD BUSINESS**

### **A. Project Status**

#### **1. 3-C Transportation Planning – August 2020 Status Report**

Jason Nordberg stated that the Roundabout Study contract has been signed and a kick-off meeting with the Consultant will take place soon. Staff is working with MDOT to ensure

that all FY 2021 contracts, agreements, and project authorizations are in place prior to October 1<sup>st</sup>. Federal Highway and Federal Transit Administration representatives studied the project selection process of 83 organizations across the U.S. and GCMPC was one of the few chosen to be interviewed. As a result, staff's project selection process will become a best practice example for the Country.

**Motion: Action:** Receive & File, **Moved by** Gloria Nealy, **Seconded by** Jeffrey M. Peake, to receive and file the 3-C Transportation Planning report as presented.

Motion passed unanimously.

(Original on file with minutes)

## **2. Environmental Program Update – August 2020 Status Report**

Sheila Taylor stated that the August Recycle Day event at Mott saw a record turn-out with 619 vehicles. Although staff intended to minimize advertising, both MLive and FOX 66 promoted the event and Mott's public safety helped with traffic control. At the July Recycle Day event, 196 pounds per vehicle of household hazardous waste was collected. Staff is preparing for the Tire Recycling Event to be held on September 12<sup>th</sup> from 9:00 a.m. to 1:00 p.m. at Environmental Rubber Recycling in conjunction with the City of Flint. The results of the Solid Waste Study will be presented at the October meeting. Discussion ensued.

**Motion: Action:** Receive & File, **Moved by** Jeffrey M. Peake, **Seconded by** Ted Henry, to receive and file the Environmental Program report as presented.

Motion passed unanimously.

(Original on file with minutes)

## **3. Community Development Program – August 2020 Status Report**

Sheila Taylor reviewed the Community Development Program report.

**Motion: Action:** Receive & File, **Moved by** Reggie Smith, **Seconded by** Jeffrey M. Peake, to receive and file the Community Development Program report as presented.

Motion passed unanimously.

(Original on file with minutes)

## **4. Director-Coordinator Report – August 2020 Status Report**

Derek Bradshaw stated that he was extremely proud that Genesee County was selected by the Federal Highway Administration to show our selection process at a national level and thanked Jason and his team.

Christine Durgan stated that staff received verbal approval from HUD for the proposed changes to the Neighborhood Stabilization Program (NSP), as well as the request to create a new Neighborhood Purchase Rehab Resale Program (NPRRP) under our Community Development Program. The request to purchase homes that are not foreclosures, however, was rejected due to federal regulations.

**Motion: Action:** Receive & File, **Moved by** Gloria Nealy, **Seconded by** Jeffrey M. Peake, to receive and file the Director-Coordinator report 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.

**X. ADJOURNMENT**

Chairperson Himelhoch adjourned the meeting at 9:00 a.m.

Respectfully submitted,  
Nichole Odette, Secretary  
Genesee County Metropolitan Planning Commission

Draft



**DEREK BRADSHAW**  
DIRECTOR-COORDINATOR

**CHRISTINE A. DURGAN**  
ASSISTANT DIRECTOR

## MEMORANDUM

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

**FROM:** Anthony Kelly, Planner

**DATE:** October 6, 2020

**SUBJECT:** **FPR-08-20-03; GCCARD, 2021 Head Start and Early Head Start Competitive Grant**

I. TYPE AND PURPOSE

The Genesee County Community Action Resource Department (GCCARD) is applying for federal assistance to expand the operation of the Head Start and Early Head Start (EHS) programs for the 2020-2021 school Year. In response to growing data and the comprehensive needs assessment, GCCARD is proposing to offer four additional full day Early Head Start (EHS) classrooms and five additional Head Start (HS) classrooms. Given the COVID pandemic, there are concerns associated with center-based care. Therefore, to meet the demand for home-based services, this grant opportunity will provide four EHS home visitors (servicing 48 families) and one HS visitor (servicing 12 additional families). GCCARD is requesting federal funding in the amount of \$2,536,780 from the Health and Human Services Administration for Children and Families (HHS/ACF), with a local match of \$286,464 and \$327,846 in startup funds, for a total project cost of \$3,151,090. The start up funds are for the initial equipping of classrooms, training and curriculum supplies, office and nutrition supplies, computer supplies, staff recruitment and advertising, the printing of material, installation of telephones, etc. The startup funds will not be provided until after the startup phase and are therefore not part of the base funding or regular award.

II. POPULATION TO BE SERVED

The project service area includes the entirety of Genesee County. The program presently serves a total of 863 children and families that are in high need communities. The poverty rate for children under five years in the service area ranges from 51% to 69%. The programs provide services and community resources to pregnant mothers and children from birth to age three and children age three to kindergarten entry.

III. RELATIONSHIP TO EXISTING PLANS AND POLICIES

GCCARD has continually operated the Head Start program for over 50 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.

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 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 being duplicated in Genesee County.

IV. PROGRAM DESCRIPTION

Services provided through the Head Start program include full day, school year classes and a home-based option. The classroom option provides ample opportunities for young children to progress in areas established by the program's school readiness goals. Implementation of full school day programming is purposed program-wide to better meet the needs of working families and those furthering their education. Through the home-based option, a visitor goes to the home and works with the parent and child together, giving the parent ideas on activities to support their child's growth and development. Through the home-based option, twice monthly, the child and parent go to a center for socializing, group activities, and parent education opportunities.

The Early Head Start child development center-based model operates full day, full year, a minimum of 6 hours per day. Each classroom has 8 infants and toddlers with a childcare teacher for every four children. The curricula used are the Creative Curriculum for the center-base option. Partners for a Healthy Baby for Pregnant Mothers and Parents as Teachers are used for the home-based program, while the Creative Curriculum Gold Assessment is used for both models. In the home-based model, there are home visits to each family once per week emphasizing the importance of early development of literacy and numeracy skills. Home visits also focus on developmentally appropriate interactions between young children and adults. Twice per month, mother and child are involved in play groups, socializing experiences, and parent education opportunities. Due to the COVID pandemic, many Genesee County parents are concerned with the potential health risks associated with center-based care and its dense environment. The Home-based service option would allow for the additional teachers to service more program participants on an individual level at the parents' home. This personalized level of care provides parents with ideas and activities to support their child's overall wellbeing while limiting the safety risk associated with program participants receiving center-based care.

V. RELATIONSHIP OF PROJECT TO PRIOR OR CURRENT GCMPC ACTIONS

GCCARD has continually operated the Head Start program for over 50 years. Both the Head Start and the 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.

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 1997.

VI. ASSESSMENT ON PREVIOUSLY AWARDED GRANTS

At the March 3<sup>rd</sup>, 2020 meeting, the GCMPC unanimously voted for \$11,882,141 in project support, of which \$2,376,428 is a local match, to continue operating the Head Start and Early Head Start Programs for the 2020-2021 school year.

Data analysis of the 2018-2019 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:

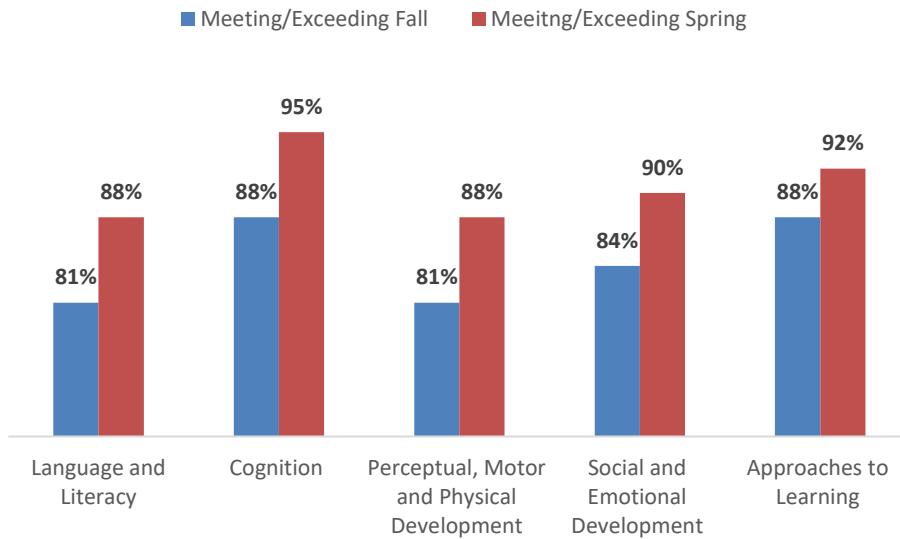
Funded Enrollment	863
Actual Enrollment	1,166
Families Served	1,014

Of the Children Enrolled

- 86% Obtained complete physicals
- 87% Obtained dental exams/dental care
- 99% Had insurance at year end
- 98% Had up to date immunizations
- Head Start had an average monthly attendance of 97%
- Early Head Start had an average monthly attendance of 99%
- Early Head Start Expansion had an average monthly attendance of 88%

Of the Families Enrolled

- 27 Received job training
- 38 Received housing assistance
- 45 Accessed asset building
- 46 received mental health services
- 232 received emergency intervention
- 1,014 Received parenting and health education



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 October 6, 2020, and endorse the project described as FPR-08-20-03; GCCARD, 2021 Head Start and Early Head Start Competitive Grant for the following reasons:

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

Link to entire FPR application:

<http://gcmpc.org/wp-content/uploads/2020/09/FPR-08-20-03-GCCARD-2021-Head-Start-Early-HS-Comp-Grant-app.pdf>

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION  
CHECK DISBURSEMENT VOUCHER  
October 6, 2020**

AT&T	Telephone (Sept)	83.03	10290711
AJP Commercial Shredding, LLC.	Shredding	50.00	10290438
Cleanwater Corporation of America	Water (August)	174.00	10290712
City of Swartz Creek	Recycling Survey Contest	1,000.00	10291067
Daspere Corporation (dba Carpool World)	Group Service Contract	588.00	10291429
Emterra Environmental USA Corp.	August Recycle Day Event	700.00	10290715
Environmental Rubber Recycling	September Tire Recycling Event	3,784.00	10291068
I60 Media	Website Updates	120.00	10290718
JP Morgan Chase	Display Port Cable / 2 Webcams / Laser Distance Measure	490.48	10290764
Michigan Recycling Coalition	Annual Membership Renewal	200.00	10290442
Michigan Recycling Coalition	Virtual Conference Registration	125.00	10290720
Resource Recycling Systems, Inc.	Solid Waste Evaluation Study	4,413.75	ACH #32044
Shue & Voeks, Inc.	Storage Fees (August)	9.75	10290722
ERG Environmental Services	August Recycle Day Event	43,093.30	10290724
TGI Direct	Combined Plan Printing	1,250.00	10291436
US Postal Service	Bulk Mail Deposit	250.00	10290727
		<u>\$56,331.31</u>	

## EXHIBIT I

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**BALANCE SHEET**  
**For Period Ending August 31, 2020**

<u>ASSETS</u>	<u>PLANNING</u>	<u>(RESTRICTED)</u> <u>SOLID WASTE</u>
Cash	\$378,318	\$375,944
Imprest Cash	\$200	\$0
Cash on Hand	-	\$0
Accounts Receivable	\$1,563	\$0
Due from Employees	\$0	\$0
Due from Other Governmental Units (Exhibit II, below)	\$97,047	\$0
Prepaid Expenses	\$0	\$0
TOTAL ASSETS	<u>\$477,128</u>	<u>\$375,944</u>
<u>LIABILITIES</u>		
Vouchers Payable	\$79	\$0
Net Pay	\$0	\$0
Deferred Revenue	\$0	\$280
TOTAL LIABILITIES	<u>\$79</u>	<u>\$280</u>
<u>RESERVES, AND FUND BALANCE</u>		
Committed for Tech Upgrades	\$20,000	\$0
Committed-Contractual Disallowances	\$165,000	\$0
Committed-Contribution to Title IV	\$15,000	\$0
Assigned-Compensated Absences	\$63,931	\$0
Fund Balance, October 1, 2019	\$109,530	\$501,982
Excess Revenue Over Expenditures	103,589.19	(\$126,319)
Fund Balance, August 31, 2020	<u>\$477,050</u>	<u>\$375,664</u>
TOTAL LIABILITIES, RESERVES, AND FUND BALANCE	<u>\$477,128</u>	<u>\$375,944</u>

## EXHIBIT II

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Due From Other Governmental Units**  
**For Period Ending August 31, 2020**

<u>Due from Other Governmental Units</u>	<u>PLANNING</u>	<u>(RESTRICTED)</u> <u>SOLID WASTE</u>
Due from Community Development	\$0	\$0
Due from the Federal Gov't FTA	\$0	\$0
Due from the Federal Gov't FHWA	\$81,241	\$0
Due from the Federal Gov't Rideshare	\$800	\$0
Due from GLS Region V	\$15,006	\$0
Total Due from Other Governmental Units	<u>\$97,047</u>	<u>\$0</u>

EXHIBIT III

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION  
Statement of Revenue and Expenditures  
For the Period October 1, 2019 to August 31, 2020**

REVENUE (Exhibit IV)		\$2,071,472
EXPENDITURES (Exhibit V):		
Personnel Services	\$981,183	
Fringe Benefits	\$538,244	
Consulting Services	\$0	
Contracted Services	\$194,026	
Other Services	\$43,366	
Travel	\$0	
Supplies and Office Costs	\$9,686	
Rent and other County department co:	\$244,295	
Transfers Out	\$83,401	
TOTAL EXPENDITURES		\$2,094,201
EXCESS REVENUE OVER/-UNDER EXPENDITURES		<u>(\$22,729)</u>

EXHIBIT IV

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION  
Revenue Budget Variance Report  
For the Period October 1, 2019 to August 31, 2020**

<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>
22070	Solid Waste Permit Fees	6,500	5,958	5,340	(618)
23185	State Revenue	10,000	9,167	-	(9,167)
23405	Community Development	651,670	597,364	360,794	(236,570)
23430	Federal Revenue-FHWA	1,016,817	932,082	540,082	(392,000)
23432	Rideshare	112,271	102,915	40,756	(62,159)
23505	Transfer In	1,266,953	1,161,374	83,401	(1,077,973)
23520	County Appropriation	449,343	411,898	337,007	(74,891)
23790	Local Contribution	20,915	19,172	4,550	(14,622)
24570	Solid Waste Ordinance Fees	375,000	343,750	213,600	(130,150)
24649	Inspection Fees	10,000	9,167	7,513	(1,653)
26541	Indirect Revenue	186,412	170,878	404,377	233,499
28710	Region V	105,262	96,490	74,051	(22,439)
	Total Revenue Budget	<u>\$4,211,143</u>	<u>\$3,860,214</u>	<u>\$2,071,472</u>	<u>(\$1,788,742)</u>

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Statement of Expenditures: Actual vs. Budget**  
**For the Period October 1, 2019 to August 31, 2020**

EXHIBIT V

Account Number	Account Name	Budget YTD FY 2018	Expenditures YTD 2018	Budget YTD FY 2019	Expenditures YTD 2019	Budget YTD FY 2020	Expenditures YTD 2020	Variance YTD 2020	Expenditures As % of Total Budget
	Salary & Longevity	1,205,543	865,928	1,292,973	854,991	1,075,315	981,183	94,132	91
	Total Fringe Benefit	714,565	526,542	829,536	540,214	745,629	538,244	207,384	72
33135	Other Fringes		0	175,435	0	180,000	0	180,000	0
30075	Salary, Per Diem	4,500	0	4,000	0	0	0	-	0
35005	Supplies, Office	29,180	17,573	19,700	10,164	22,750	5,833	16,917	26
35020	Postage	5,000	3,006	8,650	4,018	5,550	1,047	4,503	19
35051	Equipment	57,000	35,310	7,500	6,806	7,500	2,806	4,694	37
35070	Supplies, Printer	0	0	2,600	1,309	0	0	-	0
41010	Repairs	500	0	205	0	500	0	500	0
46005	Bank Service Charges	100	29	794,121	83	0	0	-	0
46045	Consultants	884,866	0	200	28,169	461,751	0	461,751	0
46075	Health Serv. Employees	200	0	11,400	246	700	388	312	55
46135	Auditing	11,400	6,150	29,871	6,150	6,150	5,400	750	88
46205	Service Contracts Gen.	13,290	12,199	5,300	6,438	195,834	183,953	11,881	94
46355	Telephone	5,200	2,637	27,800	4,516	5,400	4,286	1,114	79
46435	Advertising	25,500	5,366	250,000	4,919	10,200	2,899	7,301	28
46450	Waste Collections	175,000	117,227	15,300	84,712	250,000	38,788	211,212	16
46500	Training	4,950	2,210	3,650	12,681	8,050	744	7,306	9
46575	Memberships	3,700	1,160	629,923	1,885	3,650	935	2,715	26
50525	Validated Parking			1,500	920	1,500	497	1,003	33
52075	Indirect Cost Expense		0	0	0		0	-	0
60005	Travel	4,200	4,898	4,700	761	5,200			0
55480	Projects			10,200	0	0	0	-	0
	Subtotal: Controllable Cost	3,144,694	1,600,235	4,124,564	1,568,981	2,985,679	1,767,002	1,213,477	59
70302	Transfers Out Other Fringe	40,000	13,060	7,824	16,660	57,510	18,823	38,687	33
70305	Transfers Out, Indirect	743,885	50,258	1,689,321	53,459	1,209,443	64,578	1,144,865	5
75020	Convenience Copier	3,500	1,402	3,500	1,065	3,500	219	3,281	6
75025	Motor Pool Charges	15,000	9,541	15,000	11,691	15,000	8,668	6,332	58
80040	Insurance, General	26,000	19,500	29,889	29,889	18,568	18,568	-	100
80070	CSA	339,766	254,824	359,078	299,232	236,011	216,343	19,668	92
	Subtotal: Uncontrollable Costs	1,168,151	348,586	2,104,612	411,996	1,540,032	327,199	1,212,833	21
	<b>GRAND TOTALS</b>	<b>\$4,312,845</b>	<b>\$1,948,821</b>	<b>\$6,229,176</b>	<b>\$1,980,977</b>	<b>\$4,525,711</b>	<b>\$2,094,201</b>	<b>2,426,310</b>	<b>46</b>



GENESEE COUNTY METROPOLITAN  
PLANNING COMMISSION

## GENESEE COUNTY METROPOLITAN PLANNING COMMISSION

1101 Beach Street – Room 223, Flint, Michigan 48502-1470 • (810) 257-3010 • www.gcmpl.org



**DEREK BRADSHAW**  
DIRECTOR-COORDINATOR

**CHRISTINE A. DURGAN**  
ASSISTANT DIRECTOR

### MEMORANDUM

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

**FROM:** Jason Nordberg, Division Manager  
Genesee County Metropolitan Planning Commission

**DATE:** October 6, 2020

**SUBJECT: 3-C Transportation Planning – September 2020 Status Report**

#### Transportation Update

The Roundabout study is under contract and staff had a kickoff meeting with Rowe to discuss timelines and work items. Rowe will be developing a Facebook page to provide information and to keep the public updated on the status of the project. They will give a presentation to the Technical Advisory Committee (TAC) on October 1<sup>st</sup>. TAC is well attended by city and township officials, so it is a good opportunity to get some early input on the project.

All contracts, agreements, and project authorizations are in place to begin the 2021 Fiscal Year. Staff has met with all local road agencies that have transportation projects in the 2021 Fiscal Year to make sure they are aware of projects, and also to make sure they are on schedule to obligate their project(s).



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**DEREK BRADSHAW**  
DIRECTOR-COORDINATOR

**CHRISTINE A. DURGAN**  
ASSISTANT DIRECTOR

### MEMORANDUM

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

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

**DATE:** October 6, 2020

**SUBJECT:** **Environmental Program Update – September 2020 Status Report**

#### Solid Waste Program

The August 18, 2020 Recycle Day event was summarized at the last GCMPC meeting. However, at that time staff did not have waste quantities collected during the event available. Nearly 82,000 pounds of household hazardous waste and electronics were collected from 619 vehicles. This brings the total for the year to 163,000 pounds of waste collected from over 1,000 vehicles.

In partnership with the City of Flint and Environmental Rubber Recycling (ERR), staff held a Tire Recycling Event on Saturday, September 12<sup>th</sup> from 9:00 a.m. to 1:00 p.m. at ERR's tire recycling facility located at 6515 N. Dort Hwy in Flint. The event was free to all Genesee County residents. Approximately 1,900 tires were collected from 164 vehicles. Many positive comments were received due to the convenience and efficiency of the event. The cost for collecting the tires was funded by a Tire Recycling Grant that GCMPC staff received through the Michigan Department of Environment, Great Lakes, and Energy (EGLE). Approximately \$4,000 of the \$10,000 grant was used for this event. Due to COVID, additional tire recycling opportunities using the remaining grant funds were unable to be held. As a result, EGLE is allowing all grantees to extend their remaining grant funds to be used in FY 2021. Staff is currently looking at opportunities to host tire recycling events in FY 2021. However, at this time, no events are scheduled.

Staff finalized work with Resource Recycling Systems (RRS), the consultant for the Solid Waste Evaluation study. A final report has been completed that includes recommendations on how to enhance Genesee County's solid waste and recycling programs. A presentation summarizing this report will be provided during the meeting.

Staff collected all FY 2020 3<sup>rd</sup> Quarter Waste Hauler, Transfer Station, and Landfill Reports from companies operating in Genesee County. These reports are required to be filled out per the Genesee County Solid Waste Ordinance. In total, \$65,163.51 in fees were collected

for the 3<sup>rd</sup> Quarter. Staff have begun collecting FY 2020 4<sup>th</sup> Quarter Reports which are due October 15<sup>th</sup>.

Staff is collecting applications from waste haulers who operate in Genesee County so they can renew their hauling permits for FY 2021. Waste haulers are required by the Genesee County Solid Waste Ordinance to apply for an annual permit for each vehicle that collects waste in the County. The cost of the permit is \$20 per vehicle. So far, 236 permits have been issued equaling \$4,720 in fees collected.



GENESEE COUNTY METROPOLITAN  
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# GENESEE COUNTY METROPOLITAN PLANNING COMMISSION COMMUNITY DEVELOPMENT PROGRAM

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**DEREK BRADSHAW**  
DIRECTOR-COORDINATOR

**CHRISTINE A. DURGAN**  
ASSISTANT DIRECTOR

## MEMORANDUM

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

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

**DATE:** October 6, 2020

**SUBJECT:** **Community Development Program – September 2020 Status Report**

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

During September, the 2020-2023 Consolidated Plan and 2020 Action Plan substantial amendment was approved by the Board of Commissioners and submitted to HUD for approval. HUD quickly approved the amendment. Once the funds are deposited into Genesee County's account, staff will begin signing grant agreements with subrecipients, as well as releasing applications for the following programs: Small Business Assistance, COVID Response, and Basic Needs. Staff is planning to release applications in phases during the month of October. Announcements for each program will be made through our website, Facebook, and distribution to all local units of government and local chambers of commerce.

On September 11<sup>th</sup>, staff received notice that Genesee County will be receiving an additional round of funding through CDBG and the CARES Act, in the amount of \$1,221,403. This brings the total CDBG-CV allocation for Genesee County to \$2,305,622. The ESG-CV allocation for Genesee County is \$1,467,105. The overall total between all CARES Act programs is \$3,772,727. Staff will be working to determine the best use of the additional funds.

### **HOME Investment Partnerships Program (HOME)**

Habitat for Humanity continues construction on two new affordable homes on Rene Drive and Denise Drive in Vienna Township, after work was put on hold during Michigan's Stay at Home Order. As of now, these two homes are scheduled to be complete by the end of 2020.

During the month of September, GCMPC provided Down Payment Assistance to one first-time home buyer in Genesee Township.



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### **Home Improvement Program**

During September, the CDBG Home Improvement Program completed one rehabilitation project and expended \$18,715 in program funds.

The HOME Home Improvement Program for Seniors completed three rehabilitation projects and expended \$59,542 in program funds during September.

### **Neighborhood Stabilization Program**

Staff submitted program changes to HUD in late July to assist in spending remaining funds and closing out the grants. HUD approved the program changes and all remaining NSP program income will be transferred to a new CDBG funded program titled the Neighborhood Purchase/Rehab/Resell Program (NPRRP). The rehab of one home in Mt. Morris Township is near completion and has been listed for sale. There have been a number of applicants that are interested in this property and it is anticipated that the home will be sold quickly.



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### MEMORANDUM

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

**FROM:** Derek Bradshaw, Director-Coordinator

**DATE:** October 6, 2020

**SUBJECT: Report of the Director-Coordinator – September 2020 Status Report**

Starting in October, staff of the Planning Commission will begin the process to update the Clayton Charter Township Master Plan. The update will include a local leaders survey, public involvement, data collection, local review and comment, and a public hearing. The finished product will be streamlined to be a more functional and user-friendly document and will meet all requirements identified through the Michigan Planning Enabling Act. The new Master Plan is expected to be finalized by Summer 2021.

#### **GLS Region V**

The Michigan Transportation Asset Management Council (TAMC) is allowing agencies that received FY 2020 Asset management funding to extend the use of the funds. At the September 22<sup>nd</sup> meeting, GLS Region V approved a resolution to extend the current Michigan Department of Transportation (MDOT) Project Authorization (PA) that expires September 30, 2020 until June 30, 2021.

The next GLS Region V Planning and Development Commission meeting is scheduled for November 24, 2020.

#### **Genesee and Lapeer County Hazard Mitigation Plan**

GCMPC staff will begin the process of updating both the Genesee and Lapeer County Hazard Mitigation Plans. \$90,000 in federal funds were awarded to GLS Region V with a local match of \$24,900 being provided by Genesee County and \$5,100 being provided by Lapeer County. The total project cost is \$120,000. The update process will include data collection and analysis, public involvement, hazard prioritization, mitigation strategies, project development and will require adoption from all local units of government in each respective County. The updated Hazard Mitigation Plans are expected to be finalized by the Summer of 2021 before being submitted to the Michigan State Police and Federal Emergency Management Agency for review.