



GENESEE COUNTY METROPOLITAN  
PLANNING COMMISSION

# GENESEE COUNTY METROPOLITAN PLANNING COMMISSION

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



**DEREK BRADSHAW**  
DIRECTOR-COORDINATOR

**CHRISTINE A. DURGAN**  
ASSISTANT DIRECTOR

GENESEE COUNTY METROPOLITAN  
PLANNING COMMISSION MEETING  
1101 BEACH STREET, ROOM 223  
  
**Tuesday, December 3, 2019**  
**8:00 A.M.**

## AGENDA

- I. Call to Order
- II. Roll Call
- III. Minutes
  - \*\*\*A. Minutes of the November 6, 2019 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 (to be distributed)
  - \*\*\*B. Commission Expenses and Per Diems (to be distributed)
- IX. Old Business
  - A. Project Status

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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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- \*\*\*1. 3-C Transportation Planning – November 2019 Status Report (attached)
- \*\*\*2. Environmental Program – November 2019 Status Report (attached)
- \*\*\*3. Community Development Program – November 2019 Status Report (attached)
- \*\*\*4. Genesee County Plan Update – November 2019 Status Report (attached)
- \*\*\*5. Director-Coordinator Report – November 2019 Status Report (attached)

B. Commissioner Comments

X. Adjournment

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

**NEXT MEETING: Tuesday, January 7, 2020**

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Wednesday, November 6, 2019, 8:00 a.m.**

**MINUTES**

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Wednesday, November 6, 2019, in the Conference Room of the Genesee County Metropolitan Planning Commission (GCMPC), 1101 Beach Street, Room 223, Flint, Michigan.

 **I. CALL TO ORDER**

Chairperson Himelhoch called the meeting to order at 8:02 a.m.

 **II. ROLL CALL**

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

**Absent:** Cheryl Sclater.

**Others Present:** Derek Bradshaw, Sheila Taylor, Jason Nordberg, and Nichole Odette.

**III. MINUTES**

 **A. Minutes of the October 1, 2019 Regular Meeting**

 **Motion: Action:** Approve, **Moved by** Ted Henry, **Seconded by** Reggie Smith, to approve the October 1, 2019 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**

 **A. Consultant Selection Committee**

Mike LaPointe stated that the Consultant Selection Committee discussed the one proposal received for the Household Hazardous Waste Collection Services RFP. The Committee unanimously approved staff's recommendation to enter into a one-year contract with ERG Environmental Services. ERG has significantly increased their costs and

Solid Waste Ordinance revenues have decreased, so staff is proposing to hold only one Saturday Recycle Day event and two weekday events during 2020. Results of the Solid Waste Study will help determine how to proceed in the future. Discussion ensued.


 **Motion: Action:** Approve, **Moved by** Ted Henry, **Seconded by** Reggie Smith, to approve the recommendation of the Consultant Selection Committee to select ERG Environmental Services to provide HHW collection services for 2020.

Motion passed unanimously.

(Documents on file with minutes)

### **B. Personnel Committee**

Gloria Nealy explained that Nicole Lewis, our Accounting Supervisor, has accepted a position at GCCARD. In order to get through three upcoming audits, staff is proposing to create a temporary no benefit Accountant position at a rate of \$55.00 per hour. Derek Bradshaw stated that Julie Zinger, our former Accounting Supervisor, has agreed to take the position. The position will last no more than 35 working days, at a maximum of \$15,400, and will require her to complete a 1099. Mr. Bradshaw stated that staff is also proposing to eliminate the Accounting Supervisor position and create and post an Accountant position that will be responsible for Community Development accounting activities. Discussion ensued.

 **Motion: Action:** Approve, **Moved by** Ted Henry, **Seconded by** Jeffrey M. Peake, to approve the recommendation of the Personnel Committee to create a temporary no benefit Accountant position at a rate of \$55.00 per hour, with a cost not to exceed \$15,400, and to eliminate the Accounting Supervisor position and to create and post an Accountant position within the Planning Commission.


Motion passed unanimously.

(Documents on file with minutes)

## **VII. NEW BUSINESS**

### **A. GCMPC 2020 MEETING DATES**

Discussion took place regarding the November meeting coinciding with Election Day. The November meeting date will be changed to Wednesday, November 4<sup>th</sup>.


 **Motion: Action:** Approve, **Moved by** Mike LaPointe, **Seconded by** Jeffrey M. Peake, to approve the GCMPC 2020 Meeting Dates, with the November meeting changed to Wednesday, November 4<sup>th</sup>.

Motion passed unanimously.

(Document on file with minutes)

## **VIII. FINANCES**

### **A. Contract, Vouchers and Bills**

 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** Ted Henry, to approve the October Contract, Vouchers and Bills for a total of \$32,400.28 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** Ted Henry, **Seconded by** Alexander Isaac, to approve the Commission Expenses and Per Diems as submitted.

Motion passed unanimously.

(Documents on file with minutes)

## **IX. OLD BUSINESS**

### **A. Project Status**

#### **1. 3-C Transportation Planning – October 2019 Status Report**

Jason Nordberg explained that MDOT's Advisory Board has rejected the Roundabout Study contract and advised staff that the entire process must be repeated. Staff followed the Brooks Act, which requires a quality-based selection process for engineering and architectural projects versus a cost-based selection process; however, MDOT rejected the contract because staff did not obtain an independent cost estimate prior to beginning the process. MDOT also stated that hours to complete the project cannot be included in the Request for Qualifications (RFQ). MDOT is currently preparing trainings for MPOs regarding this process and their Advisory Board representatives will now review all RFQs before they are released. Discussion ensued.


 **Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **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 – October 2019 Status Report**

Sheila Taylor stated that 673 cars came through the October 12<sup>th</sup> Recycle Day at Clio High School, while another 534 cars utilized the Flint location. GCMPC was awarded a \$10,000 Scrap Tire Cleanup Grant through the Michigan Department of Environment, Great Lakes, and Energy. The grant will be used for the cost of renting trailers to collect tires at the Recycle Day events. Discussion ensued.

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

Motion passed unanimously.

(Original on file with minutes)

#### **3. Community Development Program – October 2019 Status Report**

Sheila Taylor stated that during July HUD monitored our FY 2018 HOME and ESG programs, which resulted in four findings. Staff has responded to HUD to dispute the findings, citing that all items were in place and not requested during the monitoring visit. Discussion ensued.

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

Motion passed unanimously.

(Original on file with minutes)

 **4. Genesee County Plan Update – October 2019 Status Report**

Derek Bradshaw stated that the draft *Genesee: Our County, Our Future* plan is nearing completion. The draft plan will be presented for review and public comment before final approval is requested in January.

 **Motion: Action:** Receive & File, **Moved by** Gloria Nealy, **Seconded by** Jeffrey M. Peake, to receive and file the Genesee County Plan Update as presented.

Motion passed unanimously.  
(Original on file with minutes)

 **5. Director-Coordinator Report – October 2019 Status Report**

 **Motion: Action:** Receive & File, **Moved by** Ted Henry, **Seconded by** Martin Cousineau, 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 meetings and events.

 **X. ADJOURNMENT**

Chairperson Himelhoch adjourned the meeting at 8:59 a.m.

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



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**DEREK BRADSHAW**  
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**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:** December 3, 2019

**SUBJECT: 3-C Transportation Planning – November 2019 Status Report**

#### Transportation Update

Staff has completed updates to the 2020-2023 Transportation Improvement Program to bring it up to date with changes made between local approval earlier in the year and final approval in October. MDOT notified MPOs that they will be releasing the actual FY 2020 funding allocations for state and federal funding by the end of November. In recent years, the actual allocations have resulted in some funding sources being higher than projected and some being lower than projected, but overall no net gain or loss, just shifting of funding between sources.

Staff has been working with MDOT to extend the authorization for the federal funding for the Roundabout Study. Staff has also been working with MDOT to update the Request for Qualifications for the study to make sure our procurement process aligns with the MDOT and Books Act processes and requirements.



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**DEREK BRADSHAW**  
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**CHRISTINE A. DURGAN**  
ASSISTANT DIRECTOR

## MEMORANDUM

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

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

**DATE:** December 3, 2019

**SUBJECT:** **Environmental Program Update – November 2019 Status Report**

### Solid Waste Program

Waste quantities collected for 2019 Recycle Day events have been received. In total, over 4,500 residents dropped off 526,000 pounds of household hazardous waste and electronics. Staff is now in the process of determining dates and locations for 2020 Recycle Day collection events. Staff is proposing to hold one Saturday event in June, one weekday event in July, and one weekday event in August.

Staff is collecting 4<sup>th</sup> Quarter Waste Hauler, Transfer Station, and Landfill Reports from companies operating in Genesee County as required by the Genesee County Solid Waste Ordinance. All but one 4<sup>th</sup> Quarter Report has been collected. Staff will continue reaching out to Advanced Disposal to get a completed report. In total for FY 2019, \$364,755.48 in ordinance fees have been collected.

Staff participated in a Wellness Fair for Genesee County employees that was held on Wednesday, November 13<sup>th</sup> from 10:00 a.m. – 4:00 p.m. During the event staff provided information and answered questions about recycling programs available to employees. Staff also gave an informational recycling presentation to residents at Swayze Court Apartments in Flint on Thursday, November 21<sup>st</sup>. Over 50 people were reached through these outreach efforts.

Staff attended a meeting on November 5<sup>th</sup> with other local agencies to discuss Countywide recycling programs and initiatives. The City of Flint, Keep Genesee County Beautiful, Genesee Conservation District, Communities First, and Republic Services attended the meeting. Staff also attended a household hazardous waste round table meeting on November 18<sup>th</sup> with statewide governmental agencies to discuss current HHW programs. This meeting allows staff to learn about best practices for collecting HHW.

Staff is working with Resource Recycling Systems (RRS), who is the consultant for the waste evaluation study, to assess current waste operations in Genesee County. This includes

gathering data to better evaluate existing waste services. Since some needed data is not currently available to the County, a survey is being developed for local units of government to fill in data gaps. Survey questions relate to how local units communicate recycling information to residents, as well as what additional recycling services may be needed.



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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:** December 3, 2019

**SUBJECT:** **Community Development Program – November 2019 Status Report**

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

During November, staff worked with local units of government to complete 2018 CDBG projects and begin 2019 projects.

Staff is working to complete the 2020-2024 Consolidated Plan for HUD funded programs in Genesee County.

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

Staff distributed the 2020 Call for Projects for HOME funding in November. Applications are due by Friday, December 6, 2019.

In November, Habitat for Humanity continued construction on two new affordable homes on Rene Drive and Denise Drive in Vienna Township.

### **Home Improvement Program**

During November, Home Improvement Program staff signed closing documents with three families and those projects should be underway shortly. Staff continued to oversee and manage the repairs at 22 additional HIP projects already underway throughout the County.

### **Neighborhood Stabilization Program**

Staff continues to administer the NSP funds and to work with partners to acquire, rehab, or sell homes in target areas of the County. One property is currently for sale in Mt. Morris Township and staff is working with the Realtor to get the property sold. The rehabilitation of one other property in Mt. Morris was out for bid in November. Three bids were received. Staff will review and make a recommendation to the Public Works Committee.



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### MEMORANDUM

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

**FROM:** Christine A. Durgan, Assistant Director

**DATE:** December 3, 2019

**SUBJECT: Genesee County Plan Update – November 2019 Status Report**

Staff has completed the draft plan document. The five-chapter document brings together data and public input, with a focus on graphics, maps and photographs, and creates a useful strategy document for the County. The Combined Plan Steering Committee will be presented the draft document to be reviewed during the month of December, followed by other boards, committees, and the public.



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ASSISTANT DIRECTOR

### MEMORANDUM

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

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

**DATE:** December 3, 2019

**SUBJECT:** **Report of the Director-Coordinator – November 2019 Status Report**

#### GLS Region V

##### **Regional Prosperity**

Staff continues to work with Plante Moran to develop the Opportunity Zones Toolkit and educational materials for our local municipalities. Plante Moran is in their final stages to completing all work items. A final toolkit is expected in late December.

Talent Tour funding has been a huge success in 2019. Transportation funding was provided for over 2,100 students throughout the Region to attend the MI Career Quest East event held at the Dort Federal Event Center in October. Additional talent tour results are still rolling in.

The next I-69 Thumb Region Steering Committee is scheduled for December 12, 2019.

The next GLS Region V Planning and Development Commission meeting is scheduled for January 28, 2020.