



**GENESEE COUNTY**  
**METROPOLITAN PLANNING COMMISSION**

**GCMPC MEETING**

**Tuesday, December 3, 2024**  
**8:00 A.M.**

**Commissioners**

Alan Himelhoch  
Chairperson

Mike LaPointe  
Vice-Chairperson

Gloria J. Nealy  
Secretary

Dr. Beverly Brown

Cheryl Sclater

Jeffrey M. Peake

Lauren Coney

Martin L. Cousineau

Reggie Smith

Tyler Rossmassler

William Brandon

Genesee County Administration Building  
1101 Beach Street  
3<sup>rd</sup> Floor - Harris Auditorium  
Flint, MI 48502

**AGENDA**

- I. Call to Order
- II. Roll Call
- III. Minutes
  - \*\*\*A. Minutes of the November 12, 2024 Regular Meeting (attached)
- IV. Opportunity for Individuals to Address the Commission
- V. Communications
- VI. Committee Reports
  - A. Rules and Procedures Committee
  - \*\*\*B. Personnel Committee
- VII. New Business
- VIII. Finances
  - \*\*\*A. Contract, Vouchers and Bills (attached)

\*\*\*B. Commission Expenses and Per Diems (to be distributed)

IX. Old Business

A. Project Status

\*\*\*1. 3-C Transportation Planning – November 2024 Status Report  
(attached)

\*\*\*2. Environmental Program – November 2024 Status Report  
(attached)

\*\*\*3. Community Development Program – November 2024 Status  
Report (attached)

\*\*\*4. Housing Program Update – November 2024 Status Report  
(attached)

\*\*\*5. American Rescue Plan Act – November 2024 Status Report  
(attached)

\*\*\*6. Report of the Director – November 2024 Status Report  
(attached)

B. Commissioner Comments

X. Adjournment

\*\*\*Indicates Action Item

**NEXT MEETING: Wednesday, January 7, 2024**

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Tuesday, November 12, 2024, 8:00 a.m.**

**MINUTES**

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, November 12, 2024, in Conference Room 222 of the Genesee County Administration Building, 3<sup>rd</sup> Floor, 1101 Beach Street, Flint, Michigan.

**I. CALL TO ORDER**

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

**II. ROLL CALL**

**Present:** Alan Himelhoch, Dr. Beverly Brown, Gloria Nealy, Jeffrey M. Peake, Martin L. Cousineau and William Brandon.

**Absent:** Cheryl Sclater, Lauren Coney, Reggie Smith, Mike LaPointe and Tyler Rossmassler.

**Others Present:** Derek Bradshaw, Sheila Taylor, Jacob Maurer, Dan Moulton, McKenna Dutkiewicz and Renate Soto.

**III. MINUTES**

**A. Minutes of the October 1, 2024 Regular Meeting**

**Motion: Action:** Approve, **Moved by** William Brandon, **Seconded by** Dr. Beverly Brown, to approve the October 1, 2024 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**

Derek Bradshaw stated there were no Committee Reports today. Staff would like to have the Rules and Procedures Committee meet before next month's meeting to update the bylaws. The meeting will take place at 7:30 am prior to the GCMPC meeting on December 3, 2024. Committee members will receive an email confirming this information.

## **VII. NEW BUSINESS**

### **A. FOS-09-24-05; Mt. Morris Township – Jeffrey Schlicht – Application for Farmland Agreement**

Dan Moulton provided an overview of FOS-09-24-05; Mt. Morris Township – Jeffrey Schlicht – Application for Farmland Agreement. The parcel meets the criteria for enrollment in P.A. 116, as it is larger than 40 acres and at least 51% agriculturally active. The proposed length of protection under P.A. 116 is 90 years. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Jeffrey Peake, **Seconded** Martin Cousineau, to approve FOS-09-24-05; Mt. Morris Township – Jeffrey Schlicht – Application for Farmland Agreement as presented.

Motion passed unanimously.

(Original on file with minutes)

### **B. FOS-09-24-06; Mt. Morris Township – Schlicht Properties – Application for Farmland Agreement**

Dan Moulton provided an overview of FOS-09-24-06; Mt. Morris Township – Schlicht Properties – Application for Farmland Agreement. The parcel meets the criteria for enrollment in P.A. 116, as it is larger than 40 acres and at least 51% agriculturally active. The proposed length of protection under P.A. 116 is 90 years. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Jeffrey Peake, **Seconded** Martin Cousineau, to approve FOS-09-24-06; Mt. Morris Township – Schlicht Properties – Application for Farmland Agreement as presented.

Motion passed unanimously.

(Original on file with minutes)

### **C. MPR-10-24-02; Atlas Township Master Plan**

McKenna Dutkiewicz provided an overview of MPR-10-24-02, Atlas Township Master Plan. The Plan was developed with significant input from community members. The input received through the planning process provided a foundation to help achieve Atlas Township's vision through clearly defined goals and objectives. Staff noted that GCMPC does not have record of a Notice of Intent to prepare a Master Plan by Atlas Township. Staff is recommending the Township ensure verification of notices being sent to required partner agencies in their planning process, as required under the Michigan Planning Enabling Act. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Jeffrey Peake, **Seconded** William Brandon, to approve MPR-10-24-02; Atlas Township Master Plan as presented.

Motion passed unanimously.

(Original on file with minutes)

### **D. 2025 GCMPC Meeting Dates**

Commissioner Himelhoch reviewed the list of proposed 2025 GCMPC meeting dates.

**Motion: Action:** Approve, **Moved by** Gloria Nealy, **Seconded** Jeffrey Peake, to approve the 2025 GCMPC meeting dates as presented.

Motion passed unanimously.

(Original on file with minutes)

## **VIII. FINANCES**

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

**Motion: Action:** Approve, **Moved by** Jeffrey Peake, **Seconded by** Gloria Nealy, to approve the November Contract, Vouchers and Bills for a total \$92,184.68 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** Jeffrey Peake, **Seconded by** Gloria Nealy, 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 – October 2024 Status Report**

Jacob Maurer stated that staff is in the process of reviewing the 160 applications received for the 2026-2029 TIP Call for Projects. Staff met with transportation safety planning consultant, AECOM, last month. AECOM is currently working on the public participation plan and are involved in developing the task force, which will include stakeholders from around the County.

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

Motion passed unanimously.

(Original on file with minutes)

#### **2. Environmental Program Update – October 2024 Status Report**

Jacob Maurer stated staff has received some preliminary figures from our Recycle Day contractor for the 2025 Recycle Day events. The contractor is projecting about a 5% increase from 2024 rates and using a per unit cost rather than a per car cost. Staff is considering using the site of the future Recycling and Education Center as the site of the 2025 Recycle Day events. Staff has collected 17 out of 25 4th Quarter Solid Waste Ordinance reports. There has been a contract extension and budget increase of \$72,000 with Burnash Wrecking, the demolition contractor of the future site of the Recycling Center, due to the discovery of a previously buried parking lot and basement. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Jeffrey Peake, **Seconded by** Gloria Nealy, to approve the Environmental Program report as presented.

Motion passed unanimously.

(Original on file with minutes)

#### **3. Community Development Program – October 2024 Status Report**

Sheila Taylor stated that staff has begun working on the 2025-2029 Consolidated Plan, which outlines our goals for the next 5 years. There will be public hearing on Wednesday to allow public input, comments and questions on the Community Development program. The application process opened for our Housing Impact Fund on October 14

and will close on December 16. 53 applications have been started. There has been a lot of interest in the program and staff is currently meeting with developers to answer questions.

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

Motion passed unanimously.

(Original on file with minutes)

#### **4. American Rescue Plan Act – October 2024 Status Report**

Derek Bradshaw stated there are many ARPA contracts expiring in December and that staff is working with agencies and local units of government to ensure the projects are completed on time. There may be a few contracts that will require extensions. The last invoice was received from Ashley Capital for the Buick City project and the Genesee County Land Bank is in the process of finalizing their final invoice. The Village of Otisville has a sewage lagoon project that is experiencing delays due to financial challenges. Staff will be working with Village officials to assist them in completing this project. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Gloria Nealy, **Seconded by** Martin Cousineau, to approve the American Rescue Plan Act Report as presented.

Motion passed unanimously.

(Original on file with minutes)

#### **5. Report of the Director – October 2024 Status Report**

Derek Bradshaw stated staff held the first public meetings to kick-off the Genesee: Our County, Our Future Master Plan at Crossroads Village and the Grand Blanc Senior Center. Mr. Bradshaw along with other County department directors attended a 5-day leadership training. Staff is in the process of updating our Home Improvement Program procedures to make the program more efficient for staff and clients.

**Motion: Action:** Approve, **Moved by** Gloria Nealy, **Seconded by** Jeffrey Peake, 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.

Chairperson Himelhoch congratulated Commissioners Brown and Cousineau on their recent re-elections.

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 9:12 a.m.

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

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**CHECK DISBURSEMENT VOUCHER**  
December 3, 2024

Advance Local Holdings Corporation	Master Plan advertising	507.46	ACH # 53462
AECOM	SS4A Consultant	2,173.09	ACH # 53397
AT & T	Director's cell phone Oct 7- Nov 6	48.85	10365304
Creative Printing & Graphics	Public Involvement Postcards	109.00	ACH # 53039
Creative Printing & Graphics	Recycling Postcards	79.00	ACH # 53037
Creative Printing & Graphics	Air Quality Postcards	79.00	ACH # 53038
JAMS Media	Master Plan advertising	712.70	ACH # 53499
JP Morgan Chase Bank	Carpool split, Tent for outreach events, Master Plan outreach supplies	876.96	10365124
Michigan Association of Planning	Child Care readiness webinar	20.00	ACH # 53205
Michigan Quality Laminating	Poster Lamination	20.00	10365351
Rowe Professional Services	US-23 corridor study consultant services	41,065.41	ACH # 53249
Rowe Professional Services	US-23 corridor study consultant services	52,666.67	ACH # 53250
Sparkle Buggy Wash	Car wash	7.00	10364926
		<u>7.00</u>	
		<u>\$98,365.14</u>	



**GENESEE COUNTY**  
**METROPOLITAN PLANNING**  
**COMMISSION**

**MEMORANDUM**

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

**FROM:** Jacob Maurer, Division Manager  
Transportation Program

**DATE:** December 3, 2024

**SUBJECT:** **3-C Transportation Planning – November 2024 Status Report**

**Transportation Improvement Program**

In November, staff began meeting with members of the Transportation Systems Management sub-committee to review and discuss a draft listing of projects for the FY 2026-2029 Transportation Improvement Program (TIP). Staff worked with local agencies prior to the meeting to discuss individual scores and to answer any questions each agency may have regarding their projects. Staff is anticipating that a draft list of projects will be recommended by the sub-committee in early December.

Staff presented amendment # 20 for the 2023-2026 Transportation Improvement Program to the Genesee County Metropolitan Alliance in November for approval. This amendment abandoned one project, changed four projects, added one project, and added one new 2026 Local Safety Operations GPA. In total, an additional \$2.2 million was awarded to Genesee County road agencies.

**Transportation Safety Planning**

Staff held the Genesee County Transportation Safety Task Force kick-off meeting on November 20<sup>th</sup>. The Transportation Safety Task Force consists of important stakeholders and government officials from across the County, with a wide range of expertise. Topics of discussion include project overview, Task Force overview, the Public Participation Process, and the public input survey for residents and stakeholders.

The survey can be found here: <https://bit.ly/gcmpc-sap>

Derek Bradshaw, Director    Christine Durgan, Assistant Director



**MEMORANDUM**

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

**FROM:** Jacob Maurer, Division Manager  
Environmental Program

**DATE:** December 3, 2024

**SUBJECT: Environmental Program Update – November 2024 Status Report**

**Solid Waste Program**

On November 20<sup>th</sup>, the Genesee County Board of Commissioners appointed representatives to positions on the Materials Management Planning Committee (MMPC). The first MMPC meeting is set for Wednesday, December 4, 2024, at 1:30 p.m. where the committee will take action on the Materials Management Plan Work Program that outlines the plan development process.

Staff are in the process of collecting FY 2024 4<sup>th</sup> quarter Solid Waste Ordinance Reports from waste haulers in Genesee County. Quarterly Reports are required to be filled out per the Genesee County Solid Waste Ordinance. 23 out of 25 reports have been completed. \$257,448.92 has been collected so far for the county surcharge fees. Staff will continue to reach out to the two companies who have yet to submit their reports.

In November, staff attended a Michigan Recycling Coalition (MRC) meeting in Caro, Michigan. Staff were able to network with fellow MRC members and discuss the upcoming Materials Management Planning process. After the meeting, staff were able to tour a small-scale recycling facility and learn from the processes there.

**Recycling and Education Center**

Demolition activities continue at the McDonald Dairy site where the Drop-off Recycling and Education Center is planned to be located. Burnash Wrecking, the demolition contractor, has made progress on demolishing and removing concrete foundations and parking lots through the property.

A Request for Proposals (RFP) was released in November to solicit potential architects to assist with the design of the facility, procuring a construction company, and overseeing the construction process. A mandatory pre-bid meeting to provide an overview of the project and answer questions was held on November 14<sup>th</sup> where 7 companies were in attendance. The RFP closes on December 5<sup>th</sup>.

Derek Bradshaw, Director    Christine Durgan, Assistant Director



**MEMORANDUM**

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

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

**DATE:** December 3, 2024

**SUBJECT:** **Community Development Program – November 2024 Status Report**

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

During November, staff met with local units of government receiving 2024 CDBG funding to review and sign subrecipient agreements.

New low/moderate-income census data was recently published for CDBG recipients to use in qualifying projects. In November, staff updated maps of the low/moderate-income areas and notified local units of government of any changes to their projects as a result of the new maps. Communities with impacted projects will have an opportunity to submit applications for new eligible projects.

Community Development staff began working on the 2025-2029 Consolidated Plan, which outlines our program goals for the next 5 years. The Consolidated Plan will be developed in conjunction with an update to the county's master plan, Genesee: Our County, Our Future. Staff organized two open house events in late October and early November to provide the public an opportunity to give feedback as we begin the master plan update.

**HOME Investment Partnerships Program (HOME) and Our Housing Future Initiative**

In November, staff met with all 2024 Emergency Solutions Grant (ESG) subrecipients to review and sign contracts. Additionally, the 2025 ESG application was released on November 25, 2024, and the application window will remain open until January 13, 2025. A special ESG application overview training will be held via Teams on December 13, 2024, for applicants with questions about the application or program.

Staff also met with potential applicants for the Housing Impact Fund to discuss prospective projects. Builders and developers are exploring opportunities in areas such as Grand Blanc, Davison, Swartz Creek, Genesee Township, Clio, and the City of Flint. Currently, 62 applications are in progress, which include plans for single-family and multifamily housing across Genesee County. The pre-application portal for the Housing Impact Fund opened on October 14, 2024, and will close on December 16, 2024.

Derek Bradshaw, Director    Christine Durgan, Assistant Director

### **Home Improvement Program**

During October, a septic replacement and roof replacement were completed under the Urgent Repair Program, utilizing \$44,680 in CDBG funds. Three Home Improvement Program projects were finished and expended \$41,495 in HOME and CDBG funding. Five vendors submitted proposals for the Lead Services Request for Proposals (RFP). Three staff individually scored each proposal and Environmental Testing and Consulting (ETC) received the highest overall score. A contract with ETC is currently going through the County Board approval process. The County-wide Roof Revitalization Program was launched on October 14th. Applicants that live outside the City of Flint are applying through the Neighborly software already in place for the Home Improvement Program. Over 200 residents have expressed interest in the Program and staff is working to review 60 pre-applications. Six homeowner referrals were submitted to the Consumers Energy Helping Neighbors program to receive a new furnace and/or hot water heater.

### **Neighborhood Stabilization Program/Neighborhood Purchase/Rehab/Resale**

The NSP property located on Dixel Drive in Burton closed on October 22nd for \$175,000. The home buyer received \$10,000 in down-payment assistance. Proceeds from the sale will be transferred into the NPRR fund balance to be used for future rehabilitation projects. A second round of bids were received on October 24th for the NPRR home on Phyllis Drive in Vienna Township. Two bids were received, with Fitch Builders, LLC. providing the lowest bid at \$137,037. The contract is currently going through the County Board approval process.



**MEMORANDUM**

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

**FROM:** Nichole Odette, Division Manager  
Housing Program

**DATE:** December 3, 2024

**SUBJECT:** **Housing Program Update – Quarterly Status Report**

**January - November 2024 Summary**

	<b>Home Improvement Program</b>	<b>Urgent Repair Program</b>	<b>Total</b>
Project Completions	16	26	42
Funding Spent	\$313,924	\$415,031	\$728,955
Projects Underway	3	1	4
Helping Neighbors Referrals	n/a	n/a	29

**Neighborhood Stabilization Program & Neighborhood Purchase/Rehab/Resale**

Staff have begun drafting work specifications for the newly purchased NSP property located at 3477 Camden Avenue in Burton. Some preliminary electrical work was completed in order for Consumers Energy to reconnect electricity to the home. The contract for the NPRR home at 11209 Phyllis Drive in Vienna Township has been signed by both parties. Fitch Builders, LLC. will need to submit payment and performance bonds for the project prior to a Notice to Proceed being issued.

**Roof Revitalization Program**

Interest in the Roof Revitalization Program has remained steady. Since launching on October 14<sup>th</sup>, 32 full applications and 98 pre-applications from residents living outside the City of Flint have been submitted. All project addresses must be selected by March 2025 to meet MSHDA's benchmark. Five roof inspections have taken place, with another five scheduled for the first week of December. Staff anticipate releasing two bid opportunities through the Purchasing Department during early January. Staff worked with Purchasing to draft bid language that will bundle five roof replacements together in each Invitation to Bid (ITB).

Derek Bradshaw, Director    Christine Durgan, Assistant Director



**GENESEE COUNTY**  
**METROPOLITAN PLANNING**  
**COMMISSION**

**MEMORANDUM**

**TO:** Members of the Genesee County Metropolitan Planning Commission  
**FROM:** Christine A. Durgan, Assistant Director  
**DATE:** December 3, 2024  
**SUBJECT:** **American Rescue Plan Act – November 2024 Status Report**

**American Rescue Plan Act Local Unit Projects**

With the end of the calendar year approaching and several contracts nearing completion, ARPA funding is being reallocated or extended for some projects. Staff will be requesting contract extensions for the Food Bank, Land Bank, and Grand Blanc Township KCI Sewer extension projects. These projects are all underway but due to unforeseen circumstances need additional time to be completed.

Fenton Township applied for funding on the extension of the Southern Lakes Water project, which will provide a clean and safe drinking water option for people in Fenton Township. This project will also allow for the connection of the Lake Fenton Schools to the County water system. This project will be brought to the County Board of Commissioners for approval in December.

The final Senior Center ARPA contracts are in the process of being approved and signed before the end of the year. These have been awaiting Department of Treasury approval for the second half of this year, and approval was received on November 21<sup>st</sup>. Currently, the Senior Center contracts that have previously been signed are underway. Grand Blanc Senior Center has had the roof replaced and interior work at the facility is underway. Various others are in the process of bidding and contractor selection.

Derek Bradshaw, Director    Christine Durgan, Assistant Director



**GENESEE COUNTY**  
**METROPOLITAN PLANNING**  
**COMMISSION**

**MEMORANDUM**

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

**FROM:** Derek Bradshaw, Director

**DATE:** December 3, 2024

**SUBJECT: Report of the Director – November 2024 Status Report**

**Our County, Our Future Master Plan Update**

In November, staff continued to work on the development of the Genesee County Master Plan. As part of our public involvement, staff have been interviewing key agencies and organizations to gather input for the Master Plan update. Each interview includes a series of questions and provides important feedback regarding what local agencies and organizations see as assets, opportunities, and needs for the county moving forward. Additionally, staff have continued to provide public feedback opportunities through the public input survey. This survey will remain open for responses through the first week of January and can be found at the following link: <https://arcg.is/T9j010>.

Staff have begun gathering information to be used to update technical reports for the Master Plan. This includes gathering data through various sources, such as in-person field work or online databases. Staff will begin to bring technical reports to the steering committee in December as they are completed.

**GLS Region V**

The next regularly scheduled GLS Region V meeting will be held on January 28<sup>th</sup> at 6:00 p.m.

Derek Bradshaw, Director    Christine Durgan, Assistant Director