



GENESEE COUNTY
**METROPOLITAN PLANNING
COMMISSION**

GCMPC MEETING

**Tuesday, December 7, 2021
8:00 A.M.**

Commissioners

Alan Himelhoch
Chairperson

Alexander H. Isaac
Vice-Chairperson

Gloria J. Nealy
Secretary

Domonique Clemons

Meredith Davis

Mike LaPointe

Debra Newman

Jeffrey M. Peake

Tyler Rossmassler

Cheryl Sclater

Reggie Smith

Genesee County Administration Building
1101 Beach Street
2nd Floor Conference Room #222
Flint, MI 48502

AGENDA

- I. Call to Order
- II. Roll Call
- III. Minutes
 - ***A. Minutes of the November 2, 2021 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 (attached)
 - ***B. Commission Expenses and Per Diems (to be distributed)
 - ***C. Budget Transfer Request (attached)

IX. Old Business

A. Project Status

***1. 3-C Transportation Planning – November 2021 Status Report (attached)

***2. Environmental Program – November 2021 Status Report (attached)

***3. Community Development Program – November 2021 Status Report (attached)

***4. Director-Coordinator Report – November 2021 Status Report (attached)

B. Commissioner Comments

X. Adjournment

*****Indicates Action Item**

NEXT MEETING: Tuesday, January 4, 2022

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Tuesday, November 2, 2021, 8:00 a.m.

MINUTES

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, November 2, 2021, in the Conference Room of the Genesee County Metropolitan Planning Commission (GCMPC), 1101 Beach Street, Room 222, Flint, Michigan.

I. CALL TO ORDER

Chairperson Himelhoch called the meeting to order at 8:01 a.m.

II. ROLL CALL

Present: Alan Himelhoch, Gloria Nealy, Jeffrey M. Peake, Mike LaPointe, Reggie Smith, Meredith Davis, and Tyler Rossmassler.

Absent: Alexander Isaac, Cheryl Sclater, Debra Newman, and Domonique Clemons.

Others Present: Carmine Avantini, Michael Reilly, Derek Bradshaw, Christine Durgan, Jason Nordberg, Sheila Taylor, Anthony Kelly, Gwynneth Coselman, and Nichole Odette.

III. MINUTES

A. Minutes of the October 5, 2021 Regular Meeting

Motion: Action: Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Mike LaPointe, to approve the minutes of the October 5, 2021 regular meeting as presented.

Motion carried unanimously.

(Approved minutes are on file in the GCMPC office)

IV. OPPORTUNITY FOR INDIVIDUALS TO ADDRESS THE COMMISSION

No one spoke at this time.

V. COMMUNICATIONS

There were no Communications.

VI. COMMITTEE REPORTS

There were no Committee Reports.

VII. NEW BUSINESS

A. MPR-09-21-05; City of Fenton Master Plan Update

Gwynneth Coselman provided an overview of MPR-09-21-05; City of Fenton Master Plan Update. Carman Avantini and Michael Reilly from the City of Fenton were present to answer questions and provide additional information. Discussion ensued.

Motion: Action: Approve, **Moved by** Tyler Rossmassler, **Seconded by** Jeffrey M. Peake, to approve staff recommendations regarding MPR-09-21-05; City of Fenton Master Plan Update.

Motion carried unanimously.

(Documents on file with minutes)

B. 2022 GCMPC Meeting Dates

The meeting dates will be updated to reflect the year as 2022. Staff will send the revised list of meeting dates to the Commissioners.

Motion: Action: Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Mike LaPointe, to approve the 2022 GCMPC Meeting Dates as amended.

Motion passed unanimously.

(Documents on file with minutes)

VIII. FINANCES

A. Contract, Vouchers and Bills

Motion: Action: Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Gloria Nealy, to approve the November Contract, Vouchers and Bills for a total \$67,480.00 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 M. 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 2021 Status Report

Jason Nordberg stated that staff has met with all cities, villages, townships, and eligible transportation agencies regarding the 2023-2026 Transportation Improvement Program (TIP) Call for Projects. Following the November 12th application deadline, staff will perform site visits, score the applications, and begin working with the transportation committees to prioritize funding and make project recommendations. Over \$41 million will be awarded through this call for projects.

Motion: Action: Receive & File, **Moved by** Jeffrey M. Peake, **Seconded by** Reggie Smith, 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 2021 Status Report

Sheila Taylor stated that staff is currently working on a possible partnership with the Health Department to offer residents an additional option for the disposal of sharps. Many residents are unaware that sharps sealed in a laundry detergent container can be put in the trash. Staff will be partnering with the Office of Senior Services on a future event to provide free shredding services for seniors. Staff anticipates receiving approximately \$204,000 in 4th quarter Solid Waste Ordinance fees, which is slightly less than the total of all fees received last year. Discussion ensued.

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

Motion passed unanimously.

(Original on file with minutes)

3. Community Development Program – October 2021 Status Report

Sheila Taylor stated that the Call for Projects for the HOME and ESG Programs will be released later this month and agencies will apply online through the new Community Development software. A training session for the new software will be held on November 10th for all subrecipients. After several months, staff is set to close on an NSP property tomorrow. More properties are becoming available that meet HUD's purchasing requirements and staff is waiting for pricing information on an additional three homes. Approximately \$1 million in NSP funds are remaining. Discussion ensued.

Motion: Action: Receive & File, **Moved by** Gloria Nealy, **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 – October 2021 Status Report

Derek Bradshaw stated that the update process for both Hazard Mitigation Plans is nearing completion. Staff will be requesting approval from the local units of government in the next few months. The Lapeer County Parks and Recreation Plan update is currently out for public comment. Genesee County IT staff will be migrating a few departments, including the Planning Commission, to a new server on Thursday. Staff received a nice letter from the daughter of a client that received a new roof through the Urgent Repair Program (URP). Community Development staff has done a great job tweaking the new software and transitioning over to paperless applications.

Motion: Action: Receive & File, **Moved by** Jeffrey M. Peake, **Seconded by** Mike LaPointe, 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 8:43 a.m.

Respectfully submitted,
Nichole Odette, Program Services Specialist
Genesee County Metropolitan Planning Commission

Draft

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
CHECK DISBURSEMENT VOUCHER
December 7, 2021

Genesee County Treasurer	Software Maintenance	1,080.00	10313409
JP Morgan Chase	Planner Position Advertisement in Your Member-Careers and Planetizen / Supplies for Hazardous Waste Day / Carpool World Membership	1,151.83	10313173
Michigan Association of Planning	Planner Position Advertisement	75.00	ACH #35356
S&V Records Management, LLC.	Storage Fees	9.75	10313432
		<u>2,316.58</u>	



GENESEE COUNTY
METROPOLITAN PLANNING
COMMISSION

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Derek Bradshaw, Director

DATE: December 7, 2021

SUBJECT: FY 2022 Budget Transfer Request

At this time, staff is requesting approval for the following budget adjustment. Below is a description of the transfers being requested.

- Increase Salary & Longevity by \$107,262.96



GENESEE COUNTY
METROPOLITAN PLANNING
COMMISSION

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

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

DATE: December 7, 2021

SUBJECT: **3-C Transportation Planning – November 2021 Status Report**

Transportation Update

The 2023-2026 Transportation Improvement Program (TIP) Call for Projects ended November 12th. Staff received 104 applications representing over \$102 million in needed transportation improvements and requesting over \$87 million in federal and state funding. Staff has site checked all projects and is working to score the projects. Once the projects are scored staff will begin to work through the various transportation committees to finalize a prioritized listing of projects and to award funding. As of today, we are estimating just over \$44 million dollars in state and federal funding is available for these projects. Few details are available regarding the updated allocations for Genesee County now that the Infrastructure Investment and Jobs Act (IIJA) is in place. We hope to get updated allocations for Genesee County in December.

Derek Bradshaw, Director Christine Durgan, Assistant Director



MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Sheila Taylor, Division Manager
Environmental Program

DATE: December 7, 2021

SUBJECT: **Environmental Program Update – November 2021 Status Report**

Solid Waste Program

Staff received approval from the Board of Commissioners on November 24, 2021, for a contract extension with ERG Environmental Services who provides household hazardous waste collection and disposal services at Recycle Day events. This extension will allow staff to hold Recycle Day events in 2022. Staff is currently planning to hold one Saturday event on May 14, 2022, and three Tuesday events on June 21, 2022, July 19, 2022, and August 16, 2022. Specific locations for the events to be determined.

Staff is in the process of amending the Genesee County Solid Waste Management Plan (SWMP). Guided by the Genesee County Solid Waste Management Planning Committee, this amendment will update areas of the current plan including descriptions of local waste facilities such as landfills and transfer stations, socio-economic and solid waste data, as well as goals and objectives. The plan amendment is expected to be finalized in early 2023, prior to seeking local approval of the plan and submitting the plan to the Department of Environment, Great Lakes, and Energy (EGLE) for final review and approval. The first SWMP committee meeting was held on November 9, 2021, where staff provided an overview of the amendment process to committee members. Staff is now updating plan data and requesting solid waste agencies to submit current facility description forms.

Staff is collecting 4th quarter reports from waste haulers, landfills, and transfer stations who operate in Genesee County. These reports are required to be filled out per the Genesee County Solid Waste Ordinance. Most companies have submitted their 4th quarter report. However, staff will continue to reach out to the other companies that have not yet submitted a report. To date, staff have collected \$203,997.98 in ordinance fees from solid waste companies for the 4th quarter.

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 7, 2021

SUBJECT: **Community Development Program – November 2021 Status Report**

Community Development Block Grant Program (CDBG)

During November, staff continued to implement Neighborly, which is grant management software built for community development grants such as CDBG, ESG and HOME. Staff has begun using Neighborly for many aspects of our programs including submitting applications, reimbursement requests, and reporting of accomplishments. A training session was held on November 10th for all local units of government and other grant recipients.

Staff will begin drafting the 2022 Action Plan in the upcoming months which will include CDBG, ESG, and HOME projects and activities for Program Year 2022, and an explanation of how the activities will help achieve goals of the 2020-2024 Consolidated Plan. Program Year 2022 ESG and HOME applications will be accepted through the Neighborly portal beginning November 10th until December 10th. The 2022 CDBG projects were previously reviewed and approved as part of the 2022-2024 CDBG Call for Projects.

HOME Investment Partnerships Program (HOME)

During November, Habitat for Humanity began construction on 200 E. Maple Street in Montrose, which included excavation, framing, roofing, and siding. The environmental reviews for the property on Oak Street in Montrose are near completion and were sent to SHPO for final review. Habitat for Humanity has identified homeowner partners for the Maple and Oak properties, with the Bingham property set to identify a homeowner partner soon.

Home Improvement Program

During November, a roof replacement was completed under the Urgent Repair Program (URP), expending \$14,797 in CDBG funds. A whole home rehabilitation project for a senior client was also completed, expending \$15,790 in HOME Program funds. On November 10th, a contractor training session was held for the new web-based Neighborly software.

Derek Bradshaw, Director Christine Durgan, Assistant Director

Neighborhood Stabilization Program

During November, staff purchased the 4315 Dixel property in Burton to rehabilitate through the NSP program. Staff also placed an offer in on a property in Genesee Township through the NPRR program. Staff is still in the process of searching for additional properties to purchase, rehab, resell.



GENESEE COUNTY
METROPOLITAN PLANNING
COMMISSION

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Derek Bradshaw, Director

DATE: December 7, 2021

SUBJECT: **Report of the Director – November 2021 Status Report**

Genesee and Lapeer County Hazard Mitigation Plan

Staff has completed final changes to the Genesee County and Lapeer County Hazard Mitigation Plans based on feedback received from the Michigan State Police (MSP). These changes have been resubmitted and both plans have received approval from the MSP. Accordingly, the MSP has submitted the plans to the Federal Emergency Management Agency (FEMA) for review and approval. Typically, FEMA takes about 45 days to review and provide feedback on the plans. Once the plans are approved by FEMA, staff will then request each local unit of government, including county boards within each county, to locally adopt their respective plan. Local adoption is required for local governments to be eligible for funding through FEMA. Once local adoption is completed, the plans will be submitted to the MSP and FEMA for final approval.

Lapeer County Parks and Recreation Plan Update

Staff released the draft version of the Lapeer County Parks and Recreation Plan for the 30-day public comment period. The public comment period began on November 15, 2021, and will continue through December 14, 2021. A public hearing is scheduled for December 16, 2021, at 9:15 a.m. in the Lapeer County Complex Commission Chambers.

GLS Region V

The next GLS Region V meeting will be held on January 25, 2022.

Derek Bradshaw, Director Christine Durgan, Assistant Director