



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, March 3, 2020
8:00 A.M.

AGENDA

- I. Call to Order
- II. Roll Call
- III. Minutes
 - ***A. Minutes of the February 4, 2020 Regular Meeting (attached)
- IV. Opportunity for Individuals to Address the Commission
- V. Communications
- VI. Committee Reports
- VII. New Business
 - ***A. GCMPC Audit – Smith & Klacziwicz, P.C. (to be distributed)
 - ***B. FPR-02-20-01; GCCARD, Head Start and Early Head Start Program (attached)
 - ***C. FOS-01-20-01; Mundy Charter Township, EGG, Inc. – Application for Farmland Agreement (attached)
 - ***D. Draft Genesee: Our County, Our Future - Approval to Begin 30-Day Public Comment Period (attached)

| | | | | | | | | | |
|----------------------------------|---|---------------------------------|-------------------------------------|------------------------------|----------------------------------|-------------------------------------|---------------------------------|-----------------------------------|---------------------------------|
| Alan Himelhoch 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 |
|----------------------------------|---|---------------------------------|-------------------------------------|------------------------------|----------------------------------|-------------------------------------|---------------------------------|-----------------------------------|---------------------------------|

VIII. Finances

***A. Contract, Vouchers and Bills (to be distributed)

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

***C. Financial Update (attached)

IX. Old Business

A. Project Status

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

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

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

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

B. Commissioner Comments

X. Adjournment

***** Indicates Action Item**

NEXT MEETING: Tuesday, April 7, 2020

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Tuesday, February 4, 2020, 8:00 a.m.

MINUTES

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, February 4, 2020, 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 8:01 a.m.

 **II. ROLL CALL**

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

Absent: Alexander Isaac and Reggie Smith.

Others Present: Larry Green, Derek Bradshaw, Christine Durgan, Sheila Taylor, Jason Nordberg, and Nichole Odette.

III. MINUTES

 **A. Minutes of the January 7, 2020 Regular Meeting**

 **Motion: Action:** Approve, **Moved by** Ted Henry, **Seconded by** Cheryl Sclater, to approve the minutes of the January 7, 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**

Larry Green, Mt. Morris Township Supervisor, wished the Commissioners a great day.

 **V. COMMUNICATIONS**

There were no Communications.

VI. COMMITTEE REPORTS

 **A. Personnel Committee**

Gloria Nealy stated that the Personnel Committee met to discuss proposed staff changes within the Home Improvement Program due to the retirement of Kim Stowell. Derek Bradshaw explained that staff is proposing to eliminate the Rehabilitation Intake Coordinator position and create a Program Services Specialist position. The Housing

Rehab Specialist III will take on the contractor payment process, while the new position will handle the client intake and closing process. This will result in a cost savings to the Department. Additionally, more grant funds will be available for housing rehab activities, as the current Rehabilitation Intake Coordinator is 100% funded by CDBG and HOME project funds.

 **Motion: Action:** Approve, **Moved by** Ted Henry, **Seconded by** Cheryl Sclater, to approve the recommended personnel changes to eliminate the Rehabilitation Intake Coordinator position and to create and post a Program Services Specialist position. Motion passed unanimously.


VII. NEW BUSINESS

A. Draft Genesee: Our County, Our Future – Approval to Begin 30-Day Public Comment Period

Sheila Taylor explained that last month the draft *Genesee: Our County, Our Future* plan was presented to all committees for review and comment. Over 30 comments were received regarding formatting and grammar, however, only nine concerned the plan's content. Ms. Taylor and Mr. Nordberg reviewed those nine comments and the solutions proposed by staff and the Steering Committee. MDOT and FHWA representatives reviewed the draft plan and provided suggestions and items to incorporate. The request to begin the 30-day public comment period will be delayed until next month so that staff can make the suggested changes. Discussion ensued.

VIII. FINANCES

A. Contract, Vouchers and Bills


 **Motion: Action:** Approve, **Moved by** Ted Henry, **Seconded by** Jeffrey M. Peake, to approve the February Contract, Vouchers and Bills for a total of \$45,503.93 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** Mike LaPointe, 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 Statements.

 **Motion: Action:** Approve, **Moved by** Jeffrey M. Peake, **Seconded by** Cheryl Sclater, to approve the Financial Update as presented. Motion passed unanimously. (Documents on file with minutes)

Derek Bradshaw stated that the audit is finished, and staff would like to schedule an additional meeting this month so that Smith & Klaczewicz, P.C. can present the audit for review and approval. Staff will poll the Commission to establish a quorum prior to scheduling the meeting.

IX. OLD BUSINESS

A. Project Status


1. 3-C Transportation Planning – January 2020 Status Report

Jason Nordberg stated that staff was able to extend the 2040 Long Range Transportation Plan expiration date to July 31, 2020, which will allow time for public comment regarding the combined planning document. MDOT has reviewed and approved the updated roundabout study Request for Proposals (RFP) and staff is now working with the Purchasing Department to release the RFP. The State Transportation Commission has just passed the Governor's \$3.5 billion bond proposal for roads and bridges. Preliminary information shows that Genesee County will receive funding for MDOT projects along I-69, I-475, and Corunna Road. Discussion ensued.

 **Motion: Action:** Receive & File, **Moved by** Ted Henry, **Seconded by** Martin Cousineau, to receive and file the 3-C Transportation Planning report as presented.
Motion passed unanimously.
(Original on file with minutes)

2. Environmental Program Update – January 2020 Status Report

Sheila Taylor explained that due to the increased cost to hold the Recycle Day events, just one Saturday event and two Tuesday events will take place this year. Dates and locations will be advertised once the site agreements have been approved by the Board of Commissioners and signed by the host locations. A portion of the \$10,000 Scrap Tire Grant received from the Michigan Department of Environment, Great Lakes, and Energy will be utilized at the Saturday Recycle Day event; the remainder will be used to help fund a County-wide Tire Recycling Event held in partnership with the City of Flint. A solid waste contractor training for local officials will be held on February 21st at the Metro Police Authority in Mundy Township. Staff researched companies that provide hazardous waste collection or transportation services and found that they only haul commercial or industrial hazardous waste, as providing household hazardous waste services is not cost effective. Discussion ensued.

 **Motion: Action:** Receive & File, **Moved by** Ted Henry, **Seconded by** Martin Cousineau, to receive and file the Environmental Program report as presented.
Motion passed unanimously.
(Original on file with minutes)

3. Community Development Program – January 2020 Status Report

Sheila Taylor stated that staff has been conducting on-site monitoring at local units of governments for all 2017 and 2018 CDBG projects and should be completed by the end of February. The 2020 Emergency Solutions Grant (ESG) project recommendations will be presented to the Continuum of Care's Executive Committee today, followed by the full Continuum of Care and the Board of Commissioners. Staff will then release the draft 2020-

2024 Consolidated Plan for public comment. HUD has not provided the County with its 2020 allocation amounts; however, the Plan can go out for public comment using estimates, if it is noted that the amounts will be updated once final amounts are provided. Staff assisted Continuum of Care members with the Point-in-Time Count during lunchtime at the North End Soup Kitchen. HUD requires that the number of homeless individuals in the County are counted every January. Last year, it was determined that 425 people were homeless, with 125 of those unsheltered. Discussion ensued.

 **Motion: Action:** Receive & File, **Moved by** Ted Henry, **Seconded by** Martin Cousineau, to receive and file the Community Development Program report as presented. Motion passed unanimously. (Original on file with minutes)

4. Director-Coordinator Report – January 2020 Status Report

Derek Bradshaw stated that the two new Accountants will be starting once their background checks and drug tests are finalized.

Surveys are sent to Home Improvement Program clients once their projects are completed so that they can provide comments about staff, the contractors, and the work performed. Mr. Bradshaw described surveys recently received from two families that had wonderful compliments and praise for our HIP staff.

 **Motion: Action:** Receive & File, **Moved by** Mike LaPointe, **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 meetings and events.

X. ADJOURNMENT

Chairperson Himelhoch adjourned the meeting at 9:02 a.m.

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



DEREK BRADSHAW
DIRECTOR-COORDINATOR

CHRISTINE A. DURGAN
ASSISTANT DIRECTOR

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Zachary Sompels, Planner

DATE: March 3, 2020

SUBJECT: **FPR-02-20-01; GCCARD, 2020-2021 Head Start and Early Head Start Program**

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 Programs for the 2020-2021 school year. GCCARD is requesting federal funding in the amount of \$9,505,713 from the Health and Human Services Administration for Children and Families (HHS/ACF), with a local match of \$2,376,428, for a total project cost of \$11,882,141.

II. POPULATION TO BE SERVED

The project service area includes the entirety of Genesee County. The program will serve a total of 759 children 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 proposed 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-based 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.

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 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 5th, 2019 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 2018-2019 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:

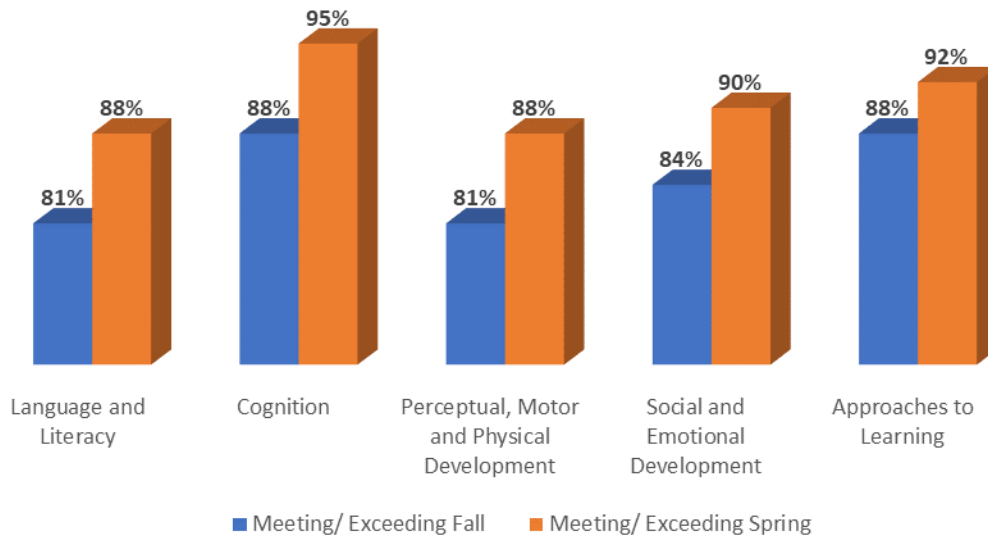
| | |
|-------------------|-------|
| Funded Enrollment | 863 |
| Actual Enrollment | 1,166 |
| Families Served | 1,014 |

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 March 3, 2020, and endorse the project described as FPR-02-20-01; GCCARD, 2020-2021 Head Start and Early Head Start Program for the following reasons:

1. The proposed program provides critical educational, health, and social services for targeted 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://gcmprc.org/wp-content/uploads/2020/02/FPR-02-20-01-GCCARD-Head-Start-Early-Head-Start-application.pdf>



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DEREK BRADSHAW
DIRECTOR-COORDINATOR

CHRISTINE A. DURGAN
ASSISTANT DIRECTOR

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Katie Mehl, Planner

DATE: March 3, 2020

SUBJECT: FOS-01-20-01; Mundy Charter Township, EGG, Inc. – Application For Farmland Agreement

I. LEGISLATIVE BASIS FOR GCMPC REVIEW

Part 361 of the Natural Resources and Environmental Protection Act, 1994 Act 451 as amended, more commonly known as P.A. 116, enacted in 1974, establishes the right of a landowner, if all qualifications are met, to enter into a temporary restrictive agreement where the owner and the state agree to jointly hold the right to develop a parcel of farmland. This covenant is an agreement to not develop the property except as specifically stated within the agreement. The covenant runs with the land and is for a jointly agreed upon length of time (at least 10 years). Upon receipt of an application, the local governing body has 45 days to approve or reject the application. Within this 45-day period, the local governing body must seek comment from a number of bodies including “the county or regional planning commission”. Any comment received is strictly advisory as “these reviewing agencies do not have an approval or rejection power over the application”.

II. STAFF ANALYSIS

The request for comment from the Genesee County Metropolitan Planning Commission was received within the required 45-day period starting at the onset of application.

The parcel listed in Mundy Township at T-6N, R-6E, Section 14, measures 54 acres according to the assessor's description, of which 70% is used for agriculture. The parcel is located between Reid Road to the north, Grand Blanc Road to the south, US-23 to the east and Torrey Road to the west. The parcel does meet the criteria of being 40 acres or larger in size and a minimum of 51% of the land is agriculturally active.

The Mundy Township Existing Land Use Map, updated in 2010, designates the parcel as Agricultural Improved with surrounding parcels being

Vacant/Agricultural and One Family Residential. Agricultural Improved parcels are typically under the control of a family farm that houses agricultural facilities onsite and farms the parcel. Often the adjacent 'vacant' parcels are farmed as well but have been split from the parent parcel under the Land Division Act for the purpose of allowing further splits of residential land in the future.

The Existing Mundy Township Zoning Map dictates the parcel as being under the Residential Agricultural district with the same designation to the parcels north, east and west. One of the objectives of the Master Plan for Mundy Township is "To maintain and preserve sufficient natural areas to satisfy the needs of the Township residents and to conserve existing agricultural lands."

The Future Land Use Map of Mundy Township, updated in 2011, intends for this parcel to be One Family Residential. The parcels surrounding have the same designation. According to the 2010 Mundy Township Master Plan in regard to Agriculture Improved, "These lands provide direct employment to the farmsteads that operate them and they also generate revenue from the products they grow. These lands provide an important function on the scale between residential land uses and agricultural uses because of the centralization of the farming operation onsite, as well as some historical features present in the rural setting of many such farms."

There are several other parcels in Mundy Township which are protected under PA 116, however, none are directly adjacent to the property being reviewed.

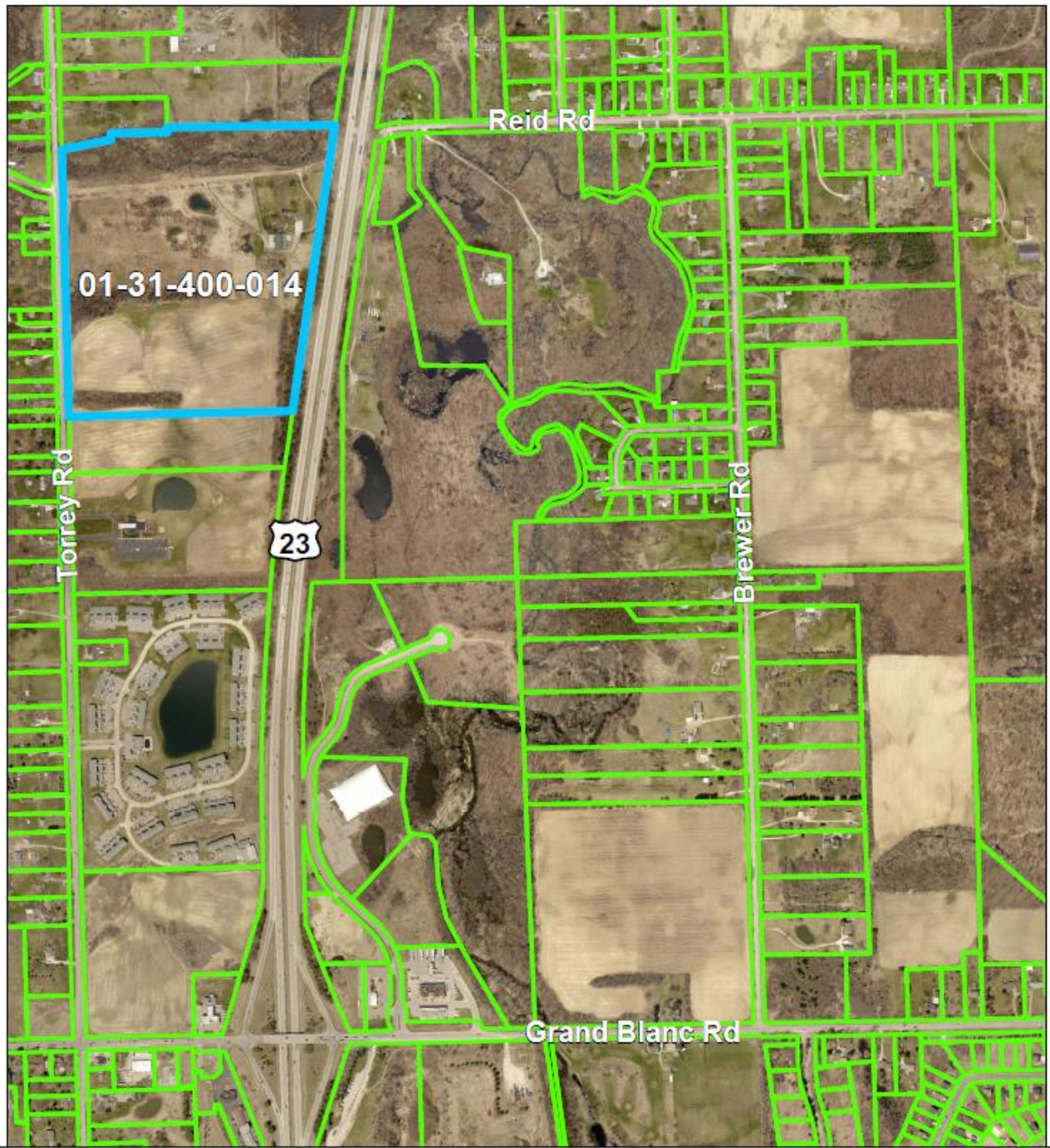
III. STAFF RECOMMENDATION

Pursuant to the provisions of Public Act 116, staff recommends that the Genesee County Metropolitan Planning Commission submit the following comments to Mundy Charter Township regarding FOS-01-20-01:

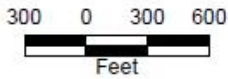
1. Based on the initial review, this application for Farmland Agreement is eligible for the Farmland and Open Space Preservation Program. The parcel does meet the criteria of being 40 acres or larger in size and a minimum of 51% of the land is agriculturally active.
2. Preservation of farmland addresses the County's call that, "special attention should be given to farmland and open spaces", as stated in GCMPC's A Changing Landscape: 2006 Land Use Analysis & Trends.
3. The enrollment of this parcel in P.A. 116 is consistent with current local planning but does not reflect the Future Land Use Map for Mundy Township. Presently, surrounding parcels are designated as Vacant Agricultural and One Family Residential. The parcel under consideration is designated One Family Residential on the Mundy Township Master Plan Future Land Use map. Mundy Township should consider updating their Future Land Use Map to reflect the recommendation of preserving farmland and open space in this area.

IV. MAP OF PARCEL

Please see the following page for a map of parcel #15-14-100-010.



PA116 Review Case No. 01-20-01



 Site Location - 55 Acres

 Parcels

Existing Land Use - 2018 Imagery

Parcel information contained on the map is intended to serve as a representation of property records maintained by the Equalization Department and may or may not reflect actual parcel geometry.

Mundy Twp

UNIT OF GOVERNMENT
15-14

SECTION NUMBER

Jan. 31, 2020

DATE

1 OF 1

MAP NUMBER



GENESEE COUNTY METROPOLITAN
PLANNING COMMISSION

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GENESEE COUNTY METROPOLITAN PLANNING COMMISSION

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MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Christine A. Durgan, Assistant Director

DATE: March 3, 2020

SUBJECT: Draft Genesee: Our County, Our Future – Approval to Begin 30-Day Public Comment Period

On January 31st, staff met with representatives from the Michigan Department of Transportation (MDOT) and the Federal Highway Administration (FHWA) to receive their initial feedback on the Plan. Overall, they liked the plan and noted that it met federal requirements, however, FHWA and MDOT did provide staff with suggestions to expand upon specific topics including freight, transit, non-motorized, and overall unmet financial need.

The next step is for the draft document to undergo a 30-day public comment period scheduled to begin March 9, 2020, followed by a public hearing in April. Three public input sessions will be held during the week of March 23rd. Public notice for the dates and times of these public input sessions will be advertised shortly. After the public hearing, staff will incorporate comments received. Local approval for the final plan will be requested in May.

A draft of the Plan can be found at the following link:

https://issuu.com/gcmopc/docs/the_plan_web

To view the supplemental technical reports, please visit:

<http://ourfuturegenesee.org/the-plan/>

At this time, staff is requesting that the Genesee County Metropolitan Planning Commission provide approval for staff to begin the 30-day public comment period.



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EXHIBIT I

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

| <u>ASSETS</u> | <u>PLANNING</u> | <u>(RESTRICTED) SOLID WASTE</u> |
|---|-------------------------|-------------------------------------|
| Cash | \$235,257 | \$371,940 |
| Imprest Cash | \$0 | \$0 |
| Cash on Hand | \$200 | \$0 |
| Accounts Receivable | \$0 | \$0 |
| Due from Employees | \$344 | \$0 |
| Due from Other Governmental Units (Exhibit II, below) | \$175,003 | \$0 |
| Prepaid Expenses | \$0 | \$0 |
| TOTAL ASSETS | <u><u>\$410,804</u></u> | <u><u>\$371,940</u></u> |
| | | |
| <u>LIABILITIES</u> | | |
| Vouchers Payable | \$56 | \$0 |
| Net Pay | \$0 | \$0 |
| Deferred Revenue | \$344 | \$0 |
| TOTAL LIABILITIES | <u><u>\$401</u></u> | <u><u>\$0</u></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 | \$109,051 | \$501,982 |
| Excess Revenue Over Expenditures | \$37,421 | (\$130,043) |
| | | |
| Fund Balance, January 31, 2020 | <u>\$410,403</u> | <u>\$371,940</u> |
| | | |
| TOTAL LIABILITIES, RESERVES, AND FUND BALANCE | <u><u>\$410,804</u></u> | <u><u>\$371,940</u></u> |

EXHIBIT II

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

| <u>Due from Other Governmental Units</u> | <u>PLANNING</u> | <u>(RESTRICTED) 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 | \$122,444 | \$0 |
| Due from the Federal Gov't Rideshare | \$569 | \$0 |
| Due from GLS Region V | \$51,990 | \$0 |
| Total Due from Other Governmental Units | <u><u>\$175,003</u></u> | <u><u>\$0</u></u> |

EXHIBIT III

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

| | | |
|---|-----------|-------------------|
| REVENUE (Exhibit IV) | | \$691,964 |
| EXPENDITURES (Exhibit V): | | |
| Personnel Services | \$332,953 | |
| Fringe Benefits | \$220,797 | |
| Consulting Services | \$0 | |
| Contracted Services | \$63,782 | |
| Other Services | \$38,705 | |
| Travel | \$0 | |
| Supplies and Office Costs | \$4,996 | |
| Rent and other County department costs | \$100,902 | |
| Transfers Out | \$22,450 | |
| TOTAL EXPENDITURES | | \$784,586 |
| EXCESS REVENUE OVER/-UNDER EXPENDITURES | | <u>(\$92,622)</u> |

EXHIBIT IV

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Revenue Budget Variance Report
For the Period October 1, 2019 to January 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> |
|-----------------------|----------------------------|-------------------------|-------------------------|-------------------------|--------------------|
| 24570 | Solid Waste Ordinance Fees | 375,000 | 125,000 | - | (125,000) |
| 22070 | Solid Waste Permit Fees | 6,500 | 2,167 | 5,340 | 3,173 |
| | State Revenue | 10,000 | 3,333 | - | (3,333) |
| 23405 | Community Development | 651,670 | 217,223 | 125,873 | (91,351) |
| 23432 | Rideshare | 112,271 | 37,424 | 1,047 | (36,376) |
| 23430 | Federal Revenue-FHWA | 1,016,817 | 338,939 | 248,814 | (90,125) |
| 23505 | Transfer In | 1,266,953 | 422,318 | 22,450 | (399,867) |
| 23520 | County Appropriation | 449,343 | 149,781 | 112,336 | (37,445) |
| 24649 | Inspection Fees | 10,000 | 3,333 | - | (3,333) |
| 23790 | Local Contribution | 4,250 | 1,417 | - | (1,417) |
| 26541 | Indirect Revenue | 186,412 | 62,137 | 124,113 | 61,976 |
| 28710 | Region V | 105,262 | 35,087 | 51,990 | 16,903 |
| | Total Revenue Budget | <u>\$4,194,478</u> | <u>\$1,398,159</u> | <u>\$691,964</u> | <u>(\$706,196)</u> |

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Statement of Expenditures: Actual vs. Budget
For the Period October 1, 2019 to January 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 | 345,091 | 1,290,193 | 288,415 | 1,255,315 | 332,953 | 922,362 | 27 |
| | Total Fringe Benefit | 714,565 | 235,262 | 832,134 | 213,805 | 745,629 | 220,797 | 524,832 | 30 |
| 33135 | Other Fringes | 0 | 0 | 175,435 | 0 | 0 | 0 | - | 0 |
| 30075 | Salary, Per Diem | 4,500 | 0 | 4,000 | 0 | 0 | 0 | - | 0 |
| 35005 | Supplies, Office | 29,180 | 4,950 | 21,200 | 3,723 | 23,250 | 2,030 | 21,220 | 9 |
| 35020 | Postage | 5,000 | 1,735 | 8,650 | 666 | 5,550 | 310 | 5,240 | 6 |
| 35051 | Equipment | 57,000 | 1,100 | 7,500 | 0 | 7,500 | 2,656 | 4,844 | 35 |
| 35070 | Supplies, Printer | 500 | 0 | 0 | 0 | 0 | 0 | - | 0 |
| 41010 | Repairs | 100 | 26 | 205 | 0 | 500 | 0 | 500 | 0 |
| 46005 | Bank Service Charges | 888,866 | 0 | 794,121 | 0 | 0 | 0 | - | 0 |
| 46045 | Consultants | 200 | 0 | 200 | 22,569 | 636,285 | 0 | 636,285 | 0 |
| 46075 | Health Serv. Employees | 11,400 | 0 | 11,400 | 0 | 200 | 82 | 118 | 41 |
| 46135 | Auditing | 9,290 | 0 | 29,871 | 0 | 6,150 | 0 | 6,150 | 0 |
| 46205 | Service Contracts Gen. | 5,200 | 2,250 | 5,300 | 588 | 21,300 | 62,643 | (41,343) | 0 |
| 46355 | Telephone | 25,500 | 1,095 | 27,800 | 1,273 | 5,400 | 1,057 | 4,343 | 20 |
| 46435 | Advertising | 175,000 | 353 | 250,000 | 1,238 | 10,200 | 578 | 9,622 | 6 |
| 46450 | Waste Collections | 4,950 | 53,016 | 15,300 | 25,882 | 250,000 | 37,193 | 212,807 | 15 |
| 46500 | Training | 3,700 | 1,085 | 3,650 | 6,786 | 8,050 | 674 | 7,376 | 8 |
| 46575 | Memberships | 0 | 275 | 629,923 | 1,060 | 3,650 | 260 | 3,390 | 7 |
| 50525 | Validated Parking | 0 | 0 | 0 | 0 | 1,500 | 248 | 1,252 | 17 |
| 52075 | Indirect Cost Expense | 0 | 0 | 4,700 | 0 | 0 | 0 | - | 0 |
| 60005 | Travel | 4,200 | 2,147 | 10,200 | 0 | 5,200 | 0 | 5,200 | 0 |
| | Subtotal: Controllable Cost | 3,144,694 | 648,385 | 4,121,782 | 566,005 | 2,985,679 | 661,481 | 2,324,198 | 22 |
| 70302 | Transfers Out Other Fringe | 40,000 | 6,557 | 1,524 | 0 | 57,510 | 4,446 | 53,064 | 8 |
| 70305 | Transfers Out, Indirect | 743,885 | 26,120 | 1,695,621 | 0 | 1,209,443 | 18,004 | 1,191,439 | 1 |
| 75020 | Convenience Copier | 3,500 | 378 | 3,500 | 80 | 3,500 | 68 | 3,432 | 2 |
| 75025 | Motor Pool Charges | 15,000 | 3,868 | 15,000 | 3,010 | 15,000 | 3,348 | 11,652 | 22 |
| 80040 | Insurance, General | 26,000 | 14,905 | 29,889 | 0 | 18,568 | 18,568 | - | 100 |
| 80070 | CSA | 339,766 | 113,255 | 359,078 | 119,693 | 236,011 | 78,670 | 157,341 | 33 |
| | Subtotal: Uncontrollable Costs | 1,168,151 | 165,083 | 2,104,612 | 122,783 | 1,540,032 | 123,105 | 1,416,927 | 8 |
| | GRAND TOTALS | \$4,312,845 | \$813,468 | \$6,226,394 | \$688,788 | \$4,525,711 | \$784,586 | 3,741,125 | 17 |



GENESEE COUNTY METROPOLITAN
PLANNING COMMISSION

DEREK BRADSHAW
DIRECTOR-COORDINATOR

CHRISTINE A. DURGAN
ASSISTANT DIRECTOR

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION

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MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

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

DATE: March 3, 2020

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

Transportation Update

The Director of the Michigan Department of Transportation (MDOT), Paul Ajegba, attended the Genesee County Metropolitan Alliance meeting in February to talk about MDOT’s Rebuilding Michigan: 2020-2024 Revised Five-Year Transportation Program, which includes state bonded projects. Staff worked with MDOT staff to amend the new projects from this plan into the 2020-2023 Transportation Improvement Program.

The Rebuilding Michigan Plan can be found at the following link with new bond related projects highlighted in yellow:

https://www.michigan.gov/documents/mdot/mdot_2020-2024_FiveYTP_679723_7.pdf

MDOT has also provided a web-based mapping application for the projects at the following link with the new bond related projects identified as green dots and lines:

<https://storymaps.arcgis.com/stories/3aebfdf9166a47c9ac53caed4b106e04>

Staff is continuing to work with the Purchasing Department to release the updated Roundabout Study RFP.



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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: March 3, 2020

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

Solid Waste Program

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. As a part of this study, a stakeholder training was held on Friday, February 21, 2020 from 8:30 a.m. – 11:00 a.m. at the Metro Police Authority where local officials learned about best practices for waste services in their communities. There were 24 attendees at the training, and many positive comments were received about the content presented. This training would not have been successful without the help of the Metro Police Authority allowing GCMPC to use their facilities.

Staff collected all FY 2020 1st 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. \$80,971.12 in ordinance fees for the 1st Quarter were collected.

Staff attended a Michigan Recycling Coalition Thumb Region Meeting on February 20, 2020 at the Saginaw Zoo. During the meeting, staff received updates from MRC and EGLE staff regarding current statewide recycling initiatives. Staff from other solid waste agencies provided an update on their current programs. Attending this meeting allows GCMPC staff to gather new ideas that could potentially be implemented for Genesee County solid waste programs.

Staff is in the process of reviewing and applying for a recycling quality improvement grant opportunity that is being administered by EGLE in coordination with The Recycling Partnership. The primary goal of this grant is to improve the quality of items being recycled due to high contamination rates that are being experienced statewide. Through this grant, staff would like to provide educational materials to residents that would help them identify what items can and cannot be recycled in their community.



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: March 3, 2020
SUBJECT: **Community Development Program – February 2020 Status Report**

Community Development Block Grant Program (CDBG)

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

During January and continuing into February, staff conducted on-site subrecipient monitoring of local units of government for all 2017 and 2018 CDBG projects. The on-site review ensures that subrecipients are following all HUD regulations and are maintaining the necessary documentation. Staff will send follow-up letters to each local unit of government following the site visits.

In February staff received actual allocation amounts from HUD for the CDBG, HOME and ESG Programs. The updated amounts reflect a slight increase in funding compared to 2019. The actual allocations will replace estimated amounts used for the 2020 Action Plan. The Action Plan will be presented for review and approval along with the 2020-2024 Consolidated Plan. It will be out for public comment period beginning March 1st. The allocation amounts for 2020 are as follows:

CDBG: \$1,843,072

HOME: \$834,928

ESG: \$160,607

HOME Investment Partnerships Program (HOME)

Staff completed reviewing applications for 2020 HOME funding. The recommended list of projects and funding amounts will be included in the 2020 Action Plan, which will be provided to the Allocation Committee for review and approval.

Habitat for Humanity has begun construction on two new affordable homes on Rene Drive and Denise Drive in Vienna Township.



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IX A 3

Home Improvement Program

The Home Improvement Program completed two residential units in February. These units were assisted through a Deferred Payment Loan. Expenditures for the month totaled \$45,100 in CDBG funds.

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 a purchase agreement has been received and signed for the property.



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DEREK BRADSHAW
DIRECTOR-COORDINATOR

CHRISTINE A. DURGAN
ASSISTANT DIRECTOR

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Derek Bradshaw, Director-Coordinator

DATE: March 3, 2020

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

GLS Region V

Staff is working with road agencies in Shiawassee County and Lapeer County to update the 2019 PASER road condition reports for each county. For the 2019 reports staff is adding information on road projects that have been completed since the last road condition survey in 2017. This information will help to better show the investments that have been made in each county and the resulting impact on road conditions.

Three staff attended PASER training hosted by the Michigan Transportation Asset Management Council in preparation for the 2020 road condition survey of Genesee County. Staff must attend this training in order to participate in the road condition survey, and for our office to receive reimbursement for staff participation. Staff will begin working with Genesee County road agencies and the Michigan Department of Transportation (MDOT) to schedule survey dates.

Staff attended an MDOT Rural Task Force (RTF) training in February. MDOT is allowing local road agencies (LRA) to access a read only version of the statewide transportation project database called JobNet. MDOT provided information on how LRA's can get access to JobNet and provided training on how to use the software. MDOT also provided training on how read the monthly Local Agency Balance Reports that track project obligations and account balances for each RTF.

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