



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

**GCMPC MEETING**

**Tuesday, April 2, 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 March 5, 2024 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. Financial Update (attached)

\*\*\*D. Budget Transfer Requests (attached)

IX. Old Business

A. Project Status

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

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

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

\*\*\*4. American Rescue Plan Act – March 2024 Status Report (presentation)

\*\*\*5. Report of the Director – March 2024 Status Report (attached)

B. Commissioner Comments

X. Adjournment

\*\*\*Indicates Action Item

**NEXT MEETING: Tuesday, May 7, 2024**

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Tuesday, March 5, 2024, 8:00 a.m.**

**MINUTES**

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, March 5, 2024, in the Harris Auditorium 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 8:00 a.m.

**II. ROLL CALL**

**Present:** Alan Himelhoch, Cheryl Sclater, Dr. Beverly Brown, Gloria Nealy, Lauren Coney, Martin L. Cousineau, Mike LaPointe, Reggie Smith, Tyler Rossmassler, and William Brandon.

**Absent:** Jeffrey M. Peake.

**Others Present:** Kelli Webb, Derek Bradshaw, Christine Durgan, Sheila Taylor, Jacob Maurer, Daniel Moulton, Dru Hajec, and Nichole Odette.

**III. MINUTES**

**A. Minutes of the February 6, 2024 Regular Meeting**

**Motion: Action:** Approve, **Moved by** Mike LaPointe, **Seconded by** Reggie Smith, to approve the February 6, 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**

**A. Notice of Intent to Prepare a Master Plan - Charter Township of Fenton**

Derek Bradshaw stated that the Charter Township of Fenton is starting the Master Plan process and has notified GCMPC as required under the Planning Enabling Act.

Chairperson Himelhoch stated that the terms for three Commissioners are ending at the end of March, his term, as well as the terms of Cheryl Sclater and Jeffrey M. Peake. Derek Bradshaw stated that Planning Commissioners are appointed by the Genesee County Board Chairperson. If you would like to renew your term, please send a letter to Joshua Freeman or Board Chairperson James Avery. Contact information will be forwarded to the Commissioners.

Jacob Maurer introduced our new Planner, Dru Hajec, who will be working in the Transportation Division on regional transit projects, performance measures, and the County's Long-Range Plan.

### **B. GCMPC 2023 Accomplishments Report**

Derek Bradshaw and Christine Durgan presented the GCMPC 2023 Accomplishments Report. Over \$211 million was invested in Genesee County during the year. Highlights include ARPA funding utilized for energy efficient improvements to the new Genesee County Government Center, the Ashley Capital Buick City revitalization project, and several local unit infrastructure projects; a national best practice award received by the Transportation Division following their federal certification review; and increased recycling rates in 17 communities due to a Recycling Education Grant.

### **VI. COMMITTEE REPORTS**

There were no Committee Reports.

### **VII. NEW BUSINESS**

#### **A. FPR-01-24-01; 2024-2025 GCCARD Head Start and Early Head Start Grant**

Dru Hajec provided an overview of FPR-01-24-01; 2024-2025 GCCARD Head Start and Early Head Start Grant. Kelli Webb, GCCARD Head Start Director, explained that this is the second year of a five-year grant cycle. Ms. Webb stated that the Governor has issued a roadmap for universal Pre-K. If approved, the initiative will impact GCCARD's classroom and staff availability. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Reggie Smith, **Seconded by** Gloria Nealy, to approve staff recommendations regarding FPR-01-24-01; 2024-2025 GCCARD Head Start and Early Head Start Grant.

Motion carried unanimously.

(Documents on file with minutes)

#### **B. FOS-02-24-01; Clayton Township – Mitchell Walker – Application for Farmland Agreement**

Chairperson Himelhoch stated that the two Mitchell Walker Applications for Farmland Agreements can be consolidated for review and voting.

Daniel Moulton stated that the two parcels, totaling 215 acres, meet the criteria for enrollment in P.A. 116. The landowner is requesting to protect each parcel for 15 years. Both parcels are cash-crop operations at this time. The landowner was unable to attend today's meeting. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Martin L. Cousineau, **Seconded by** William Brandon, to approve staff recommendations regarding FOS-02-24-01 and FOS-02-24-02; Clayton Township – Mitchell Walker – Applications for Farmland Agreements.

Motion passed unanimously.

(Documents on file with minutes)

**C. FOS-02-24-02; Clayton Township – Mitchell Walker – Application for Farmland Agreement**

Discussion and action for this agenda item took place under VII.B.

**D. GCMPC Title VI Plan Update**

Christine Durgan stated that draft language for the GCMPC Title VI Plan Update was presented at the January meeting. New language from the Federal Highway Administration regarding complaint procedures has been included in the Plan. Corporation Counsel has reviewed the document with no recommended changes.

**Motion: Action:** Approve, **Moved by** Dr. Beverly Brown, **Seconded by** Reggie Smith, to approve the GCMPC Title VI Non-Discrimination Plan Update as presented.

Motion passed unanimously.

(Documents on file with minutes)

**VIII. FINANCES**

**A. Contract, Vouchers and Bills**

Derek Bradshaw reviewed the Contract, Vouchers and Bills.

**Motion: Action:** Approve, **Moved by** William Brandon, **Seconded by** Mike LaPointe, to approve the March Contract, Vouchers and Bills for a total \$19,272.89 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** Martin L. Cousineau, **Seconded by** Cheryl Sclater, to approve the Commission Expenses and Per Diems.

Motion passed unanimously.

(Documents on file with minutes)

**C. Financial Update**

Derek Bradshaw reviewed the Financial Update ending January 31, 2024. Staff is tracking the *Restricted for Construction of Solid Waste Recycling Facility* line item and may in the future transfer in \$750,000 from the fund balance. Those funds, along with the SOM grant and demolition funds committed by the County Treasurer, put us at approximately \$3 million towards the recycling facility. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Dr. Beverly Brown, **Seconded by** Reggie Smith, to approve the Financial Update as presented.

Motion passed unanimously.

(Documents on file with minutes)

**IX. OLD BUSINESS**

**A. Project Status**

**1. 3-C Transportation Planning – February 2024 Status Report**

Jacob Maurer stated that the US-23 Corridor Steering Committee met during February and Rowe is gearing up to launch a website this month to kickstart the public involvement process. MDOT released the FY 2026-2029 Transportation Improvement Program (TIP)

schedule, which provides deadlines for the new 4-year TIP cycle. The TIP Call for Projects will be released this fall. Staff has finalized the Scope of Services for the Safe Streets for All Action Plan and is working with the Purchasing Department to release a Request for Proposals in the next two weeks.

**Motion: Action:** Approve, **Moved by** Reggie Smith, **Seconded** Martin L. Cousineau, to approve the 3-C Transportation Planning report as presented.

Motion passed unanimously.

(Original on file with minutes)

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

Sheila Taylor stated that the mandatory walk-through for the McDonald Dairy demolition bid was held on February 15<sup>th</sup> with 29 contractors in attendance. The Purchasing Department received several questions regarding the bid and released one addendum in response. The bid opening will take place this Thursday. Staff are currently working on educational programming for Earth Day, April 22<sup>nd</sup>. Twenty presentations are scheduled for 5<sup>th</sup> grade students, along with a school photo contest. Discussion ensued.

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

Motion passed unanimously.

(Original on file with minutes)

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

Sheila Taylor stated that our 2024 Action Plan should go out for public comment this month. Staff will work with the Flint and Genesee Continuum of Care to finalize the ESG project recommendations so they can also be released for public comment. Staff are finalizing the 2025-2027 CDBG project list and will request County Board approval before beginning the environmental review process.

**Motion: Action:** Approve, **Moved by** Martin L. Cousineau, **Seconded by** William Brandon, to approve the Community Development Program report as presented.

Motion passed unanimously.

(Original on file with minutes)

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

Christine Durgan stated that all senior centers in the County received an allocation of \$100,000, with project applications due in mid-February. Forty-two eligible applications were received. Staff are currently in the process of completing the environmental reviews and drafting the contracts. Bids for the Ashley Capital Buick City revitalization project are due this Friday. Discussion ensued.

**Motion: Action:** Approve, **Moved by** Mike LaPointe, **Seconded by** Dr. Beverly Brown, to approve the American Rescue Plan Act Report as presented.

Motion passed unanimously.

(Original on file with minutes)

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

Derek Bradshaw stated that six interviews for the Planning Intern position are scheduled for next week. Work on the County's new tower building is starting to see progress with wall framing on the first floor and the circular lobby staircase being installed this week. Meetings with the interior designer to review furniture options and layouts are underway.

Currently there are two Financial Analysts, Amy and Vanessa, assigned to the Planning Commission; however, Vanessa has just been promoted within the Fiscal Services Department. The County's Accounting and Budget Manager will assist our office until her position is filled.

**Motion: Action:** Approve, **Moved by** William Brandon, **Seconded by** Martin L. Cousineau, 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.

Gloria Nealy gave an update of the Genesee County Parks and Recreation Commission's meetings and events. Barry June, Genesee County Parks Director, will be retiring on April 12, 2024.

### **X. ADJOURNMENT**

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

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

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**CHECK DISBURSEMENT VOUCHER**  
April 2, 2024

AT&T Mobility	Director's County Phone - 1/7 to 2/6	48.83	10353501
JP Morgan Chase Bank	Annual Google Domain Fee / UofM Room Rental for Mentors Program / ISSUU, Inc. Flipbook Software	1,625.50	10354447
Michigan Recycling Coalition	2024 Conference Fees for Two Staff Members	800.00	10354526
Scrub a Dub Car Wash, Inc.	GCMPC Vehicle Wash	7.00	10354117
Sparkle Buggy Car Wash, Inc.	GCMPC Vehicle Wash	7.00	10354121
State of Michigan	EGLE 2024 Michigan Environmental Compliance Conference Fee	150.00	10354539
		<u>\$2,638.33</u>	

## EXHIBIT I

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION  
BALANCE SHEET  
For October 1, 2023 to February 29, 2024**

	<u>ASSETS</u>	<u>PLANNING</u>	<u>(RESTRICTED) SOLID WASTE</u>
Cash		435,419	\$1,744,603
Imprest Cash		\$200	\$0
Cash on Hand		-	\$0
Accounts Receivable		\$2,723	\$0
Due from Employees		\$0	\$0
Due from Other Governmental Units (Exhibit II, below)		\$154,573	\$0
Prepaid Expenses		\$426	\$37
TOTAL ASSETS		<u>593,342</u>	<u>\$1,744,640</u>
	<u>LIABILITIES</u>		
Vouchers Payable		\$63	\$0
Net Pay		\$0	\$0
Deferred Revenue		\$0	\$0
TOTAL LIABILITIES		<u>\$63</u>	<u>\$0</u>
	<u>RESERVES, AND FUND BALANCE</u>		
Assigned -Tech Upgrades		\$20,000	\$0
Assigned -Contractual Disallowances		\$165,000	\$0
Assigned -Contribution to Title IV		\$15,000	\$0
Assigned-Compensated Absences		\$58,349	\$0
Restricted for construction of solid waste recycling facility		\$0	\$750,000
Fund Balance, October 1, 2023		\$359,909	753,874
Excess Revenue Over Expenditures		(24,979)	240,765
Unrestricted fund balance		\$334,930	\$0
Total Reserves and Fund Balance, February 29, 2024		<u>\$593,278</u>	<u>\$1,744,639</u>
TOTAL LIABILITIES, RESERVES, AND FUND BALANCE		<u>593,342</u>	<u>\$1,744,639</u>

## EXHIBIT II

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION  
Due From Other Governmental Units  
For October 1, 2023 to February 29, 2024**

	<u>PLANNING</u>	<u>(RESTRICTED) SOLID WASTE</u>
<u>Due from Other Governmental Units</u>		
Due from the Federal Gov't FHWA	\$101,350	\$0
Due from the Federal Gov't Rideshare	\$21,427	\$0
Due from GLS Region V	\$31,797	\$0
Total Due from Other Governmental Units	<u>\$154,573</u>	<u>\$0</u>

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Statement of Revenue and Expenditures**  
**For October 1, 2023 to February 29, 2024**

REVENUE (Exhibit IV)		\$1,161,434
EXPENDITURES (Exhibit V):		
Personnel Services	\$415,883	
Fringe Benefits	\$240,670	
Consulting Services	\$2,113	
Contracted Services	\$23,137	
Other Services	\$6,334	
Travel	\$108	
Supplies and Office Costs	\$27,870	
Rent and other County department costs	\$224,746	
Transfers Out	\$4,787	
TOTAL EXPENDITURES		\$945,649
EXCESS REVENUE OVER/-UNDER EXPENDITURES		<u>\$215,786</u>

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Revenue Budget Variance Report**  
**For October 1, 2023 to February 29, 2024**

<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>
494.000	Solid Waste Permit Fees	6,320	2,633	5,780	3,147
539.000	State Revenue	127,702	53,209	-	(53,209)
504.000	Community Development	710,957	296,232	204,161	(92,071)
523.000	Federal Revenue-FHWA	1,121,589	467,329	207,641	(259,687)
509.000	Federal Revenue -safe streets grant	412,000	171,667		
525.000	Rideshare	100,000	41,667	53,540	11,874
699.000	Transfer In	214,104	89,210	-	(89,210)
674.003	County Appropriation	431,255	179,690	107,814	(71,876)
674.029	Local Contribution	26,658	11,108	-	(11,108)
679.005	ForFeited Employee Contributions	-	-	-	-
618.000	Solid Waste Ordinance Fees	869,247	362,186	258,583	(103,603)
622.001	Inspection Fees	10,000	4,167	2,195	(1,972)
645.012	Indirect Revenue	607,690	253,204	188,730	(64,474)
645.019	Indirect Revenue-planning	552,086	230,036	22,952	(207,084)
669.007	Interest Earned Revenue	40,000	16,667	36,831	20,165
679.001	Region V	76,220	31,758	73,205	41,447
	Total Revenue Budget	<u>5,305,829</u>	<u>2,210,762</u>	<u>1,161,434</u>	<u>(877,661)</u>

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Statement of Expenditures: Actual vs. Budget**  
**For October 1, 2023 to February 29, 2024**

EXHIBIT V

Account Number	Account Name	Budget FY 2022	Expenditures 2022	Budget FY 2023	Expenditures 2023	Budget FY 2024	Expenditures 2024	Variance 2024	Expenditures As % of Total Budget
	Salary & Longevity	1,064,382	50,508	1,124,212	48,165	1,214,453	415,883	798,570	34
	Total Fringe Benefit	723,453	60,081	715,208	50,332	723,508	240,670	482,838	33
724.000	Other Fringes	161,040	0	201,076	76	128,753	71	128,682	0
754.000	Supplies, Office	14,425	775	26,225	26	32,049	7,202	24,847	22
801.004	Service Contracts Gen.	37,130	0	13,178	1,072	14,340	8,225	6,115	57
804.000	Consultants	425,126	0	953,574	0	1,280,384	12,443	1,267,941	1
835.001	Health Serv. Employees	500	0	500	0	1,200	331	869	0
850.000	Telephone	5,000	280	5,700	259	4,500	1,783	2,717	40
872.027	Indirect cost expense	0	0	86,957	1,279	423,333	18,165	405,168	4
900.014	Advertising	27,200	75	22,300	75	32,625	716	31,908	2
910.005	Training	8,240	0	9,840	0	15,300	2,247	13,053	15
913.001	Travel	3,700	550	6,300	0	11,305	2,009	9,297	18
915.000	Memberships	3,500	0	3,900	0	3,650	1,017	2,633	28
931.000	Repairs	500	0	500	0	500	0	500	0
980.000	Equipment	7,500	0	15,000	0	15,000	0	15,000	0
801.044	Auditing	11,400	0	11,400	0	11,400	0	11,400	0
851.000	Postage	6,250	130	6,400	82	7,000	395	6,605	6
872.006	Waste Collections	250,000	0	451,437	0	303,597	5,317	298,280	2
872.013	Specialty Waste expense	0	0	8,000	0	0	0	-	0
872.022	Indirect cost -nonproductive	0	0	0	0	182,709	0	182,709	0
907.005	Validated Parking	1,500	0	1,500	0	1,500	108	1,392	7
930.000	Building maintenance & construction	0	0	273,095	0	303,400	0	303,400	0
	Subtotal: Controllable Cost	2,750,846	112,399	3,936,302	101,365	4,710,507	716,581	3,993,926	15
955.074	Transfers Out Other Fringe	21,721	1,405	21,721	745	-	0	-	0
955.075	Transfers Out, Indirect	835,868	5,787	835,868	4,202	214,104	0	214,104	0
957.004	Convenience Copier	2,500	0	2,500	0	3,000	856	2,144	29
957.005	Motor Pool Charges	15,000	851	15,000	2,515	17,500	7,246	10,254	41
958.009	Insurance, General	66,071	66,071	66,071	98,648	113,057	113,057	-	100
958.014	CSA	229,718	19,143	229,718	18,957	247,661	103,192	144,469	42
	Subtotal: Uncontrollable Costs	1,170,877	93,257	1,170,877	125,066	595,322	224,351	370,971	38
	<b>GRAND TOTALS</b>	<b>\$3,921,724</b>	<b>\$205,657</b>	<b>\$5,107,179</b>	<b>\$226,431</b>	<b>\$5,305,829</b>	<b>\$940,932</b>	<b>4,364,896</b>	<b>18</b>



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

**MEMORANDUM**

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

**FROM:** Derek Bradshaw, Director

**DATE:** April 2, 2024

**SUBJECT: FY 2024 Budget Transfer Requests**

As part of the budgetary process, revenues and expenditures may need to be adjusted after the budget has been adopted. The requested adjustments will affect the expenditure budget as follows:

- Reallocate \$2,000 to Supplies and \$350 to Memberships from Waste Collections for anticipated costs.
- Transfer \$440.31 from the Supplies to Service Contracts for non-grant costs.

Detailed adjustment amounts are attached. At this time, staff is requesting approval for these FY 2024 budget adjustments.

Derek Bradshaw, Director    Christine Durgan, Assistant Director

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Proposed Budget Statement of Revenues and Expenditures**  
**For the Period October 1, 2023 to September 30, 2024**

	<b>23/24</b>	<b>23/24</b>	<b>23/24</b>
	<b>Planning Board</b>	<b>Planning Board</b>	<b>Planning Board</b>
	<b>Requested</b>	<b>Requested</b>	<b>Requested New</b>
	<b><u>Budget</u></b>	<b><u>Changes</u></b>	<b><u>Budget</u></b>
494.000 SOLID WASTE PERMIT FEES	6,320		6,320
504.000 FEDERAL PARTICIPATION-CD	710,957		710,957
523.000 FEDERAL REVENUE - FHWA	1,121,589		1,121,589
509.000 FEDERAL REVENUE - SAFE STREETS GRANT	412,000		412,000
525.000 FED REVENUE-RIDESHARE	100,000		100,000
558.000 STATE REVENUE	127,702		127,702
618.000 SOLID WASTE ORDINANCE FEES	869,247		869,247
622.001 INSPECTION FEES	10,000		10,000
645.012 INDIRECT CHARGES REVENUE-CD	607,690		607,690
645.019 INDIRECT REVENUE-PLANNING	552,086		552,086
669.007 INTEREST EARNED REVENUE	40,000		40,000
674.029 LOCAL CONTRIBUTION	26,658		26,658
679.001 REGION V	76,220		76,220
679.005 FORFEITED EMPLOYEE CONTRIBUTIONS	-		-
699.000 TRANSFERS IN	214,104		214,104
699.003 GENESEE COUNTY APPROPRIATION	431,255		431,255
<b>TOTAL REVENUE</b>	<b>5,305,829</b>	<b>-</b>	<b>5,305,829</b>
702.000 SALARIES & WAGES	1,166,619		1,166,619
709.000 SOCIAL SECURITY	107,202		107,202
713.000 OVERTIME	11,500		11,500
714.000 LONGEVITY	36,334		36,334
718.000 MEDICAL INSURANCE	250,841		250,841
723.000 POST-RETIREMENT BENEFIT	122,951		122,951
724.000 OTHER FRINGES	128,753		128,753
725.000 OPTICAL INSURANCE	1,970		1,970

726.000 DENTAL INSURANCE	17,104		17,104
727.000 LIFE HEALTH INSURANCE	12,344		12,344
728.000 RETIREMENT	206,817		206,817
729.000 WORKERS COMPENSATION	1,225		1,225
730.000 UNEMPLOYMENT	3,055		3,055
754.000 SUPPLIES OFFICE	32,049	1,559.69	33,609
801.004 SERV CONT GENERAL	14,340	440.31	14,780
801.044 AUDITING	11,400		11,400
804.000 CONSULTANTS	1,280,384		1,280,384
835.001 HEALTH SERVICES EMPLOYEES	1,200		1,200
850.000 TELEPHONE	4,500		4,500
851.000 POSTAGE	7,000		7,000
872.006 HAZARDOUS WASTE DAY	303,597	(2,350.00)	301,247
872.013 SPECIALTY WASTE EXPENSE	-		-
872.022 INDIRECT COST -NONPRODUCTIVE	182,709		182,709
872.027 INDIRECT COST EXPENSE	423,333		423,333
900.014 ADVERTISING	32,625		32,625
907.005 VALIDATED PARKING	1,500		1,500
910.005 TRAINING EMPLOYEES	15,300		15,300
913.001 TRAVEL	11,305		11,305
915.000 MEMBERSHIPS	3,650	350.00	4,000
930.000 BUILDING MAINTENANCE & CONSTRUCTION	303,400		303,400
931.000 REPAIRS EQUIPMENT	500		500
955.074 TRANSFERS OUT OTHER FRINGE	-		-
955.075 TRANSFERS-OUT LOCAL (INDIRECT)	214,104		214,104
957.004 CONVENIENCE COPIER CHARGES	3,000		3,000
957.005 MOTOR POOL CHARGES	17,500		17,500
958.009 INSURANCE CHARGES	113,057		113,057
958.014 CSA	247,661		247,661
980.000 OFFICE EQUIPMENT	15,000		15,000
<b>TOTAL EXPENSES</b>	<u>5,305,829</u>	<u>-</u>	<u>5,305,829</u>
Revenue over Expenditure	-	-	-



**MEMORANDUM**

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

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

**DATE:** April 2, 2024

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

**US-23 Corridor Traffic Study**

Staff met with US-23 consultant, Rowe Professional Services, to discuss study progress and upcoming developments. Rowe provided detailed crash data reporting for major intersections along the US-23 corridor, including Hill Rd, Thompson Rd, Torrey Rd, Silver Lake Rd, and Owen Rd. Rowe analyzed historical crash data, which included data such as type of crashes, severity of crashes. This data was analyzed along with "queue lengths", which averages how many vehicles are typically lined up over a specific time period at each corridor.

Rowe is working on developing an online map and website for public engagement in early April.

**Transportation Improvement Program (TIP)**

In March, staff prepared a TIP amendment that changed four local projects, changed one FY 2025 Local Traffic Operations and Safety GPA, and changed one FY 2026 Local Bridge GPA to the FY 2023-2026 Transportation Improvement Program. The change to FY 2025 Local Traffic Operations and Safety GPA adds one new recently awarded Safety project by the Genesee County Road Commission. The new safety project will take place on Irish Road in Davison Township. The changed FY 2026 Local Bridge GPA includes one new bridge rehabilitation project, which will be completed by the Genesee County Road Commission. The bridge rehabilitation project will take place on N. Elms Road on the border of Flushing Township and Mt. Morris Township.

Staff began developing a new Transportation Improvement Program formatting for our Tech and Policy committee meetings. The new formatting will be easier to view in a digital format, as well as provide more information about the project changes, additions, or deletions that would interest our committee members. Staff hope to have more information available to the Planning Commission in April.

**Asset & Data Management**

Transportation staff has continued the Asset Management Champion Program through the Michigan Infrastructure Council (MIC). This program provides staff with a framework for

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building awareness and developing knowledge of asset management best practices. Staff will soon be able to share case studies from Michigan infrastructure owners. Staff will complete the program in April.

Staff has begun preparation for 2024 pavement condition data collection. In FY 2024, staff will be rating the pavement condition of all Federal-Aid roads within Genesee County using the PASER system.

### **Transportation Safety Planning**

Staff has released the Request for Proposals (RFP) to procure a consultant for the Safe Streets for All (SS4A) Action Plan Grant. Proposals are due by April 18, 2024. The proposals will be reviewed and scored, followed by an interview to recommend the best candidate. The RFP can be found on the Genesee County Purchasing website. The SS4A Action Plan will be a comprehensive, county-wide safety plan to aid and promote healthy, livable, and safe communities through reductions in traffic fatalities and serious injuries.

### **Program Management**

The next Genesee County Metropolitan Alliance meeting is scheduled for April 17, 2024.



**MEMORANDUM**

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

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

**DATE:** April 2, 2024

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

**Solid Waste Program**

A Request for Proposals (RFP) ended on March 7<sup>th</sup> regarding demolition and abatement of the McDonald Dairy Site where the permanent recycling drop-off center is proposed to be located. Twelve bids were received ranging from \$488,000 to \$953,000, and Burnash Wrecking, Inc. was the lowest bidder. Staff are recommending approval of Burnash Wrecking, Inc. to the Genesee County Board of Commissioners with demolition work anticipated to commence in May.

Staff is finalizing a one-year extension to the Latex Paint Recycling Program. This program allows residents to drop-off unwanted latex paint to the Genesee County Habitat for Humanity Restore at 101 Burton Street in Flint, Tuesday through Saturday 9:30AM – 4:00PM, for free. The old paint is picked-up and recycled by American Paint Recyclers (APR) who then sells the new recycled paint at the ReStore. Since working with APR on this program in 2022, 1,750 gallons of paint have been recycled at a cost of \$1,476.

Staff is holding the Genesee County K-12 Earth Day Photo Contest where Kindergarten through 12<sup>th</sup> grade classes and student groups can celebrate our planet by submitting a photo that reflects their Earth Day spirit. Photos submitted must be relevant to Earth Day with examples including riding a bike, picking up trash in a local park, or working in a community garden. Photos must be submitted by 5:00 PM on April 12<sup>th</sup> for a chance to win up to a \$200 Amazon Gift Card for their class or student group. Contest winners will be posted on GCMPC social media.

On March 14<sup>th</sup>, staff visited a Swartz Creek area boy scout troop to provide an educational recycling presentation. Approximately 40 scouts and parents were in attendance to learn about the importance of reducing, reusing, and recycling. The scouts were also able to participate in an engaging activity called Stash the Trash.

As a part of the Flint River GREEN Mentor Program, staff visited Ms. Tracey Groom's environmental science classes at the Genesee Career Institute on March 20<sup>th</sup>. The focus

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of the visit was to discuss environmentally related careers with the high school juniors and seniors. Staff described GCMPC's work with a focus on its environmental programs as well as shared career advice for those interested in pursuing environmental jobs in the future.

On March 26<sup>th</sup>, staff set up a table at the Flint Farmers' Market around lunch time to distribute information to the public about GCMPC's various programs. Setting up a table to share information at the Flint Farmers' Market is a beneficial opportunity to provide outreach at a place where people are already gathering.



**MEMORANDUM**

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

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

**DATE:** April 2, 2024

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

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

The draft 2024 Action Plan has been published for public comment and distributed to the public participation list and all local units of government. The public comment period began on March 18<sup>th</sup> and will continue until April 19<sup>th</sup>. A public hearing has been scheduled for April 4, 2024 at 1:00 p.m. at the Genesee County Administration Building, Room 222. Staff will request approval of the 2024 Action Plan at the April Allocation meeting, followed by the Community & Economic Development Committee and full Board of Commissioners. Staff will then submit the plan to HUD once the actual allocation amounts for the year have been released.

In March, staff finalized the list of proposed 2025-2027 CDBG projects and provided a recommendation of approval to the Allocation Committee. Staff will request approval from the Community & Economic Development Committee and Board of Commissioners in April. Projects will receive tentative approval, contingent on the completion of environmental reviews and final approval by HUD. The proposed list of projects can be found here: <http://gcmpc.org/wp-content/uploads/2024/03/2025-2027-Proposed-Projects-3.12.24.pdf>

**HOME Investment Partnerships Program (HOME)**

In March, staff completed a press release for the Genesee County Down Payment Assistance Program. The press release aims to raise awareness about the program, with the goal of providing assistance to first-time homebuyers during the upcoming spring and summer seasons. Eligible applicants can receive up to \$10,000 in assistance, provided as a loan with no interest. The loan will be forgiven if the homeowner remains in the home for five years.

**Home Improvement Program**

During March, one Home Improvement Program project was completed totaling \$24,865 in CDBG funds. Two roof replacements were completed through the Urgent Repair Program that expended \$26,257 in CDBG funding. Three homeowner referrals were submitted to the Consumers Energy Helping Neighbors program to receive new furnaces and/or hot water heaters. Staff attended the Michigan Community Development

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Association (MCDA) Spring Conference on March 21<sup>st</sup>, where Lee Parks gave a presentation on the benefits of high efficiency furnaces.

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

Progress has been made at the NSP home located at 4315 Dexel Drive. The plumbing and drywall repairs are complete, and the kitchen cabinets have been installed. Window and baseboard trim installation has begun, and the interior painting is slated to begin the first week of April. The project is on track to be completed in three to four weeks. Following completion, the home will be sold to a low-to-moderate income buyer. Proceeds from the sale will go into the Neighborhood Purchase/Rehab/Resale Program (NPRR) account to be used for the purchase and rehabilitation of another property.



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

**MEMORANDUM**

**TO:** Members of the Genesee County Metropolitan Planning Commission  
**FROM:** Derek Bradshaw, Director  
**DATE:** April 2, 2024  
**SUBJECT: Report of the Director – March 2024 Status Report**

**Staffing**

During the month of March we continued to interview Intern candidates. We expect to have a candidate hired in early April. Applicants for the position included students from several universities from around the state, including two from the University of Michigan-Flint.

The Housing Division Manager posting closed on March 1<sup>st</sup> and Nichole Odette was hired to fill the position. Nichole has been a key member of the Home Improvement Program team for the past 11 years. We expect to fill her former position by mid-April.

**GLS Region V**

Staff began contacting Spark Grant recipients in the three-county region to offer technical assistance and inquire about their construction timelines. The recipients in our Region include the City of Flint, City of Grand Blanc, City of Lapeer, Lapeer County, City of Clio, and Davison Township. Staff will be providing technical assistance on an as needed basis over the next two years. Technical assistance may include grant management, facilitation of requests for proposals, and grant reimbursement submittal.

The next GLS Region V meeting will be held on May 28, 2024.

Derek Bradshaw, Director    Christine Durgan, Assistant Director