



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, August 4, 2020**  
**8:00 A.M.**

**Zoom Meeting**  
**Dial-in Number: (312) 626-6799**  
**Participant Code: 993 7540 6146**

### AGENDA

- I. Call to Order
- II. Roll Call
- III. Minutes
  - \*\*\*A. Minutes of the July 7, 2020 Regular Meeting (attached)
- IV. Opportunity for Individuals to Address the Commission
- V. Communications
- VI. Committee Reports
- VII. New Business
  - \*\*\*A. 2020 Transportation Road Projects (presentation)
  - \*\*\*B. Contract Extension for Audit Services (attached)
- VIII. Finances
  - \*\*\*A. Contract, Vouchers and Bills (attached)

Alan Himmelhoch Chairperson	Alexander H. Isaac Vice-Chairperson	Gloria J. Nealy Secretary	Martin Cousineau Commissioner	Ted Henry Commissioner	Mike LaPointe Commissioner	Jeffrey M. Peake Commissioner	David Martin Commissioner	Cheryl Sclater Commissioner	Reggie Smith Commissioner
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\*\*\*B. Commission Expenses and Per Diems (to be distributed)

\*\*\*C. Financial Update (attached)

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

IX. Old Business

A. Project Status

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

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

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

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

B. Commissioner Comments

X. Adjournment

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

**NEXT MEETING: Tuesday, September 1, 2020**

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Tuesday, July 7, 2020, 8:00 a.m.**

**MINUTES**

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, July 7, 2020, in a Zoom meeting conference call format due to Coronavirus concerns.

**I. CALL TO ORDER**

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

**II. ROLL CALL**

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

**Absent:** Cheryl Sclater and Ted Henry.

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

**III. MINUTES**

**A. Minutes of the June 2, 2020 Regular Meeting**

**Motion: Action:** Approve, **Moved by** Gloria Nealy, **Seconded by** Alexander Isaac, to approve the minutes of the June 2, 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**

No one spoke at this time.

**V. COMMUNICATIONS**

Derek Bradshaw explained that the Planning Commission moved to the first floor of the County Administration building, into the former location of the Friend of the Court offices, on June 22<sup>nd</sup>. The Friend of the Court moved to the McCree Building and the IT Department is now located in our previous office space. GCMPC meetings will continue to be held in the 2<sup>nd</sup> floor conference room.

**VI. COMMITTEE REPORTS**

There were no Committee Reports.

Chairperson Himelhoch stated that elections will take place in September and that anyone interested in serving as an Officer should contact staff or himself prior to the September meeting.

## **VII. NEW BUSINESS**

There was no New Business.

## **VIII. FINANCES**

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

Chairperson Himelhoch requested a clarification regarding the annual CarpoolWorld Standard Group Service fee. Jason Nordberg explained that we pay for an on-line service that assists people in signing up for carpooling. The website locates and connects carpool applicants automatically, a task staff previously performed manually.

**Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** Gloria Nealy, to approve the July Contract, Vouchers and Bills for a total \$16,596.79 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** Alexander Isaac, **Seconded by** Jeffrey M. Peake, to approve the Commission Expenses and Per Diems as submitted.

Motion passed unanimously.

(Documents on file with minutes)

### **C. Financial Update**

Chairperson Himelhoch noted that the expenditures are far below the budget. Derek Bradshaw stated that some expenses, such as bills and supplies, are down due to staff working from home during the pandemic. The budget has also been affected by the unfilled Intern and Planner positions, which were put on hold due to the pandemic. Accounting will double check the expenditures.

Chairperson Himelhoch asked where we stand on spending available program funds. Mr. Bradshaw explained that overall, we are on track to spend our funding, with the exception of Rideshare and PASER Data Collection. Covid-19 concerns have reduced the interest in ridesharing and travel, while the PASER road rating requires three-person teams in one vehicle. It is possible that an extension will be offered to spend the PASER funding.

**Motion: Action:** Approve, **Moved by** Gloria Nealy, **Seconded by** Alexander Isaac, to approve the Financial Update as presented.

Motion passed unanimously.

(Documents on file with minutes)

### **D. Budget Transfer Request**

Derek Bradshaw reviewed the Budget Transfer Request.

**Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** Mike LaPointe, to approve the Budget Transfer Request as presented.

Motion passed unanimously.

(Documents on file with minutes)

## **IX. OLD BUSINESS**

### **A. Project Status**

#### **1. 3-C Transportation Planning – June 2020 Status Report**

Jason Nordberg explained that staff is working to spend down program funding, which has been particularly complicated for the PASER and Rideshare programs due to Covid-19. Staff is continuing to follow up with local units and road agencies on any remaining projects for the current fiscal year. The FY 2021 Unified Work Program has been submitted to MDOT and the Federal Highway Administration for approval. Discussion ensued.

**Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** Gloria Nealy, to receive and file the 3-C Transportation Planning report as presented.

Motion passed unanimously.

(Original on file with minutes)

#### **2. Environmental Program Update – June 2020 Status Report**

Sheila Taylor stated that staff is moving forward with the July 21<sup>st</sup> Recycle Day Event at Mott Community College. The event will be located in the parking lot of the Regional Technology Building, as the State is using the adjacent lot for Covid-19 testing. The public recycling survey, which is part of the Solid Waste Study, ends this evening. The three local units with the most responses will each win a \$1,000 grant to purchase recycling-related items. As of last week, the top three communities were the City of Mt. Morris, the City of Swartz Creek, and the Village of Goodrich.

**Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **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 – June 2020 Status Report**

Sheila Taylor stated that Genesee County received CDBG funding and two rounds of ESG funding under the CARES Act. Applications for the CDBG funding and the first round of ESG funding will be released today. Submitted applications will go through the committee approval process, followed by a public comment period prior to requesting approval from HUD. Although HUD has shortened the public input process, the environmental review process has not been shortened, so staff does not anticipate receiving the funding prior to September. The 2019 Consolidated Annual Performance and Evaluation Report (CAPER) is currently out for public comment and a public hearing will be held on July 8<sup>th</sup>. The 2020 Action Plan is still under review by HUD. Discussion ensued.

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

Motion passed unanimously.

(Original on file with minutes)

#### **4. Director-Coordinator Report – June 2020 Status Report**

Derek Bradshaw explained that our new Accountant, Vanessa Barker, started the week our office closed due to Covid-19 and she is currently being trained by Julie Zinger. The County building is open to the public by appointment only and protocols are in place, such as wearing masks. Staff is continuing to assist communities that are submitting project applications for the CARES Act Recovery funding being provided through the U.S. Economic Development Administration. The Controller's Office has just made our staffing cost estimates available, so staff should be able to finalize a draft budget in the next few days.

**Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** Gloria Nealy, 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**

Vice Chairperson Isaac adjourned the meeting at 8:34 a.m.

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



GENESEE COUNTY METROPOLITAN  
PLANNING COMMISSION

## GENESEE COUNTY METROPOLITAN PLANNING COMMISSION

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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:** August 4, 2020

**SUBJECT:** **Contract Extension for Audit Services**

In 2019, the Genesee County Metropolitan Planning Commission awarded a contract to Smith and Klaczkiwicz, PC to provide audit services for GCMPC. The contract allows for two one-year extensions. The annual audit cost, indicated in their proposal, is \$6,300.

At this time, staff is requesting approval for Derek Bradshaw to sign a one-year contract extension with Smith & Klaczkiwicz, PC to perform the 2020 GCMPC Audit. The term of the extension is October 1, 2020 through September 30, 2021.

**EXTENSION AGREEMENT FOR AUDIT SERVICES**

This Extension Agreement for Audit Services is by and between the Genesee County Metropolitan Planning Commission, a Michigan Municipal Corporation, whose principal place of business is located at 1101 Beach Street, Flint, Michigan 48502 ("GCMPC"), and Smith & Klaczkiewicz, PC, a Michigan Professional Corporation, whose principal place of business is located at P.O. Box 6688, Saginaw, Michigan (the "Contractor") (GCMPC and the Contractor together, the "Parties").

WHEREAS, the Parties executed a PROFESSIONAL SERVICES CONTRACT effective October 1, 2019 (the "Agreement"), for the purpose of performing an annual financial and compliance audit of the GCMPC in accordance with requirements of the State of Michigan and the Federal Government.

WHEREAS, the Parties wish to amend the Agreement to extend the date for audit services.

NOW THEREFORE, the Parties agree as follows:

1. This Amendment is for the fiscal year ending September 30, 2020. The total cost to complete the 2020 audit will be \$6,300.
2. The remaining terms of the agreement remain unchanged and in full effect.
3. Execution of this Amendment is authorized by action taken at the August 4, 2020 meeting of the Genesee County Metropolitan Planning Commission.

SMITH & KLACZKIEWICZ, PC

GENESEE COUNTY METROPOLITAN PLANNING  
COMMISSION

By: \_\_\_\_\_

By: \_\_\_\_\_

Robert Klaczkiewicz, CPA

Derek Bradshaw, Director-Coordinator

Date: \_\_\_\_\_

Date: \_\_\_\_\_

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**CHECK DISBURSEMENT VOUCHER**  
**August 4, 2020**

AT&T	Telephone (June)	74.06	10288543
Culligan	Water (July)	12.00	10288322
FedEx	GCMPC Packet Delivery	30.53	10288546
JP Morgan Chase	3 Portable Document Scanners / Scanner Cases / Facebook Boost for Solid Waste Evaluation Public	546.73	10288274
Petty Cash Reimbursement	2 Capital Improvement Programs Training Sessions / Mileage / Supplies for Recycling Stakeholder Meeting	147.11	N/A
Petty Cash Reimbursement	Coffee / Disinfectant Wipes / Ink Cartridges	86.92	N/A
Petty Cash Reimbursement	Assorted Office Supplies / Soap / Microwave	142.16	N/A
Poopy's Potties, LLC.	July 21 Recycle Day Event	200.00	10288805
Resource Recycling Systems, Inc.	Solid Waste Evaluation Study	6,396.75	ACH #31584
Shue & Voeks, Inc.	Storage Fees (June)	9.75	10288548
		<u>7,646.01</u>	

## EXHIBIT I

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION  
BALANCE SHEET  
For Period Ending June 30, 2020**

<u>ASSETS</u>	<u>PLANNING</u>	<u>(RESTRICTED) SOLID WASTE</u>
Cash	\$323,772	\$353,284
Imprest Cash	\$200	\$0
Cash on Hand	-	\$0
Accounts Receivable	\$0	\$0
Due from Employees	\$0	\$0
Due from Other Governmental Units (Exhibit II, below)	\$168,616	\$0
Prepaid Expenses	\$0	\$0
<b>TOTAL ASSETS</b>	<u><u>\$492,588</u></u>	<u><u>\$353,284</u></u>
<u>LIABILITIES</u>		
Vouchers Payable	(\$0)	\$0
Net Pay	\$0	\$0
Deferred Revenue	\$0	\$0
<b>TOTAL LIABILITIES</b>	<u><u>(\$0)</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	\$109,530	\$501,982
Excess Revenue Over Expenditures	\$119,127	(\$148,698)
Fund Balance, June 30, 2020	<u><u>\$492,588</u></u>	<u><u>\$353,284</u></u>
<b>TOTAL LIABILITIES, RESERVES, AND FUND BALANCE</b>	<u><u>\$492,588</u></u>	<u><u>\$353,284</u></u>

## EXHIBIT II

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION  
Due From Other Governmental Units  
For Period Ending June 30, 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	\$117,470	\$0
Due from the Federal Gov't Rideshare	\$40,187	\$0
Due from GLS Region V	\$10,959	\$0
<b>Total Due from Other Governmental Units</b>	<u><u>\$168,616</u></u>	<u><u>\$0</u></u>

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Statement of Revenue and Expenditures**  
**For the Period October 1, 2019 to June 30, 2020**

EXHIBIT III

REVENUE (Exhibit IV)		\$1,735,281
EXPENDITURES (Exhibit V):		
Personnel Services	\$814,648	
Fringe Benefits	\$452,134	
Consulting Services	\$0	
Contracted Services	\$177,341	
Other Services	\$42,696	
Travel	\$0	
Supplies and Office Costs	\$7,660	
Rent and other County department co:	\$203,244	
Transfers Out	\$67,130	
TOTAL EXPENDITURES		\$1,764,852
EXCESS REVENUE OVER/-UNDER EXPENDITURES		<u>(\$29,571)</u>

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Revenue Budget Variance Report**  
**For the Period October 1, 2019 to June 30, 2020**

EXHIBIT IV

<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	281,250	147,797	(133,453)
22070	Solid Waste Permit Fees	6,500	4,875	5,340	465
	State Revenue	10,000	7,500	-	(7,500)
23405	Community Development	923,896	692,922	293,599	(399,322)
23432	Rideshare	112,271	84,203	40,756	(43,447)
23430	Federal Revenue-FHWA	1,016,817	762,613	458,840	(303,773)
23505	Transfer In	966,953	725,215	67,130	(658,085)
23520	County Appropriation	449,343	337,007	337,007	-
24649	Inspection Fees	10,000	7,500	-	(7,500)
23790	Local Contribution	4,250	3,188	700	(2,488)
26541	Indirect Revenue	486,412	364,809	321,163	(43,646)
28710	Region V	105,262	78,947	62,949	(15,998)
	Total Revenue Budget	<u>\$4,466,704</u>	<u>\$3,350,028</u>	<u>\$1,735,281</u>	<u>(\$1,614,746)</u>

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Statement of Expenditures: Actual vs. Budget**  
**For the Period October 1, 2019 to June 30, 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	865,928	1,295,028	769,577	1,727,939	814,648	913,291	47
	Total Fringe Benefit	714,565	526,542	827,481	492,132	960,931	452,134	508,797	47
33135	Other Fringes		0	175,435	0	0	0	-	0
30075	Salary, Per Diem	4,500	0	4,000	0	4,500	0	4,500	0
35005	Supplies, Office	29,180	17,573	19,700	9,866	22,750	4,011	18,739	18
35020	Postage	5,000	3,006	8,650	3,909	5,550	844	4,706	15
35051	Equipment	57,000	35,310	7,500	6,806	7,500	2,806	4,694	37
35070	Supplies, Printer	0	0	2,600	820	0	0	-	0
41010	Repairs	500	0	205	49	500	0	500	0
46005	Bank Service Charges	100	29	794,121	28,169	0	0	-	0
46045	Consultants	884,866	0	200	246	461,751	0	461,751	0
46075	Health Serv. Employees	200	0	11,400	6,150	700	388	312	55
46135	Auditing	11,400	6,150	29,871	6,438	11,150	5,400	5,750	48
46205	Service Contracts Gen.	13,290	12,199	5,300	4,091	200,834	168,090	32,744	84
46355	Telephone	5,200	2,637	27,800	3,914	5,400	3,464	1,936	64
46435	Advertising	25,500	5,366	250,000	83,020	10,200	2,699	7,501	26
46450	Waste Collections	175,000	117,227	15,300	12,681	250,000	38,388	211,612	15
46500	Training	4,950	2,210	3,650	1,885	8,050	674	7,376	8
46575	Memberships	3,700	1,160	629,923	920	3,650	935	2,715	26
50525	Validated Parking			1,500	0	1,500	497	1,003	33
52075	Indirect Cost Expense		0	0	0		0	-	0
60005	Travel	4,200	4,898	4,700	761				0
55480	Projects			10,200	0	5,200	0	5,200	0
	Subtotal: Controllable Cost	3,144,694	1,600,235	4,124,564	1,431,435	3,688,105	1,494,975	2,193,129	41
70302	Transfers Out Other Fringe	40,000	13,060	7,824	14,417	57,510	15,060	42,450	26
70305	Transfers Out, Indirect	743,885	50,258	1,689,321	47,517	909,443	52,070	857,373	6
75020	Convenience Copier	3,500	1,402	3,500	1,092	3,500	193	3,307	6
75025	Motor Pool Charges	15,000	9,541	15,000	9,975	15,000	6,977	8,023	47
80040	Insurance, General	26,000	19,500	29,889	29,889	18,568	18,568	-	100
80070	CSA	339,766	254,824	359,078	269,309	236,011	177,008	59,003	75
	Subtotal: Uncontrollable Costs	1,168,151	348,586	2,104,612	372,200	1,240,032	269,877	970,155	22
	<b>GRAND TOTALS</b>	<b>\$4,312,845</b>	<b>\$1,948,821</b>	<b>\$6,229,176</b>	<b>\$1,803,634</b>	<b>\$4,928,137</b>	<b>\$1,764,852</b>	<b>3,163,284</b>	<b>36</b>



**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:** August 4, 2020

**SUBJECT: Budget Transfer Requests**

At this time, staff is requesting approval for the following budget adjustments. Below are descriptions of the transfers being requested.

- Transfer \$180,000 from Salary to Other Fringes. This adjustment is needed to reflect the annual move of non-productive salaries to other fringes. This is done for grant compliance.
- Transfer \$180,000 from CD Revenues to Indirect to match the annual non-productive salaries to other fringes move.
- Increase Local Match Revenue from MTA to \$16,665.
- We would also like to request the Planning Commission to commit \$15,000 of unassigned fund balance to our Tech Upgrades reserve.



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**DEREK BRADSHAW**  
DIRECTOR-COORDINATOR

**CHRISTINE A. DURGAN**  
ASSISTANT DIRECTOR

**MEMORANDUM**

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

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

**DATE:** August 4, 2020

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

**Transportation Update**

All of our federal and state funded road projects were successfully implemented in the 2020 FY by the City of Burton, City of Fenton, City of Flint, City of Flushing, and the Genesee County Road Commission. These projects will provide over \$15 million in road improvements for Genesee County. Staff is continuing to work with MDOT to implement all of the MDOT projects in Genesee County before the end of the 2020 FY. This will require the Technical Advisory Committee and Genesee County Metropolitan Alliance to meet in August to amend an MDOT project.

MDOT is continuing to work with GCMPC staff and Rowe Professional Services Company on the details of the Roundabout Study contract. Staff will bring a full contract to the Board of Commissioners for final approval once MDOT has provided their approval.



GENESEE COUNTY METROPOLITAN  
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## GENESEE COUNTY METROPOLITAN PLANNING COMMISSION

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### MEMORANDUM

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

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

**DATE:** August 4, 2020

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

#### Solid Waste Program

Staff held a Recycle Day event at Mott Community College (MCC) on Tuesday, July 21<sup>st</sup> from 2:00 p.m. to 6:00 p.m. In total, 415 vehicles dropped-off household hazardous waste and electronics during the event. Many positive comments were received from those who attended due to the efficiency of the event. Staff is also planning to hold a Recycle Day event on MCC’s campus on Tuesday, August 18<sup>th</sup>.

Staff is continuing to work with Resource Recycling Systems (RRS), the consultant for the Solid Waste Evaluation study. Recently, staff conducted a public recycling survey that finished on July 7<sup>th</sup>. 2,211 residents throughout Genesee County participated in the survey. To help advertise the survey, the top three communities with the highest percent of survey respondents won a \$1,000 grant which will be used to enhance recycling. Those communities are the City of Mt. Morris, City of Swartz Creek, and Thetford Township. Staff is also holding a virtual meeting on August 11<sup>th</sup> for local officials to provide input and learn more about improving solid waste programs throughout Genesee County.

Staff is collecting FY 2020 3<sup>rd</sup> 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. Many of these reports have already been received; however, staff will continue to reach out to the companies who have not yet submitted a 3<sup>rd</sup> quarter report.



GENESEE COUNTY METROPOLITAN  
PLANNING COMMISSION

## 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:** August 4, 2020

**SUBJECT:** **Community Development Program – July 2020 Status Report**

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

During the month of July, staff began distributing applications to local agencies for CARES Act funding (CDBG-CV and ESG-CV funds). Genesee County's expected allocation is \$1,084,219 in CDBG funds, and \$1,467,105 in ESG funds. The first round of applications were due July 20, including Rental & Utility Assistance, Emergency Shelter Operations, and Emergency Shelter Facility Improvements. Eight applications were received and are currently being reviewed. Staff must amend the current Action Plan and receive HUD approval prior to receiving funding for projects.

Staff has completed the 2019 Consolidated Annual Performance and Evaluation Report (CAPER). The CAPER highlights expenditures and major accomplishments of the Community Development program during the period of May 1, 2019 through April 30, 2020. During this period, local agencies spent just over \$3 million of federal funding on community programs and improvements. A public hearing was held in July, and the CAPER has been submitted to HUD for review and approval.

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

Habitat for Humanity has resumed construction on two new affordable homes on Rene Drive and Denise Drive in Vienna Township, after work was put on hold during Michigan's Stay at Home Order. Due to construction being on hold, the loss of volunteer groups, and the potential for a second wave of COVID-19, staff requested an extension for the project timeline. The Board of Commissioners has approved this extension until the end of the year. As of now, these two homes are scheduled to be complete in the fall of 2020.

#### **Home Improvement Program**

All of the Home Improvement Program projects delayed by the Stay at Home Order are now nearing completion and Contractors should be submitting their final paperwork soon.



Equal Housing Opportunity



An Equal Opportunity Organization

Connect with us:  

**IX A 3**

During July, bids were received and projects were awarded to Contractors that will assist five households with needed repairs.

**Neighborhood Stabilization Program**

As reported at the July meeting, staff is proposing changes to the program to assist in closing out the grant funds. Staff has completed a HUD waiver request and has submitted the information to HUD for review and approval.



GENESEE COUNTY METROPOLITAN  
PLANNING COMMISSION

**DEREK BRADSHAW**  
DIRECTOR-COORDINATOR

**CHRISTINE A. DURGAN**  
ASSISTANT DIRECTOR

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**

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



**MEMORANDUM**

**TO:** Members of the Genesee County Metropolitan Planning Commission  
**FROM:** Derek Bradshaw, Director-Coordinator  
**DATE:** August 4, 2020  
**SUBJECT: Report of the Director-Coordinator – July 2020 Status Report**

**GLS Region V**

Staff is continuing to provide technical assistance for communities and county road agencies within GLS Region V in response to the recent U.S. Economic Development Administration’s (EDA) announcement of CARES Act Recovery Assistance.

**Regional Prosperity**

Staff have been reaching out to public asset owners to inform them of a one-time grant opportunity to complete the Asset Management Readiness Assessment Scale. Staff will be setting up virtual appointments to answer any question’s asset owners might have. All data must be complete and submitted before September 30, 2020.

The next GLS Region V Planning and Development Commission meeting is scheduled for September 22, 2020.