

GENESEE COUNTY METROPOLITAN
PLANNING COMMISSION MEETING
1101 BEACH STREET, ROOM 223

Wednesday, November 5, 2014
8:00 A.M.

A-G-E-N-D-A

- I. Call to Order
- II. Roll Call
- III. Minutes
 - ***A. Minutes of the October 7, 2014 Regular Meeting (attached)
- IV. Opportunity for Individuals to Address the Commission
- V. Communications
- VI. Committee Reports
- VII. New Business
 - ***A. FPR-10-14-09; Genesee County Land Bank, Brownfield Site Assessment Grant (attached)
 - ***B. 2015 Meeting Dates (attached)
- VIII. Finances
 - ***A. Contract, Vouchers and Bills (to be distributed)
 - ***B. Commission Expenses and Per Diems (to be distributed)
 - ***C. Budget Transfer Request (attached)

IX. Old Business

A. Project Status

***1. 3-C Transportation Planning – October 2014 Status Report (attached)

***2. Environmental Program – October 2014 Status Report (attached)

***3. Community Development Program – October 2014 Status Report (attached)

***4. Director-Coordinator Report – October 2014 Status Report (attached)

B. Commissioner Comments

X. Adjournment

*** indicates Action Item

NEXT MEETING: Tuesday, December 2, 2014

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Tuesday, October 7, 2014, 8:00 a.m.

MINUTES

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, October 7, 2014, 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 8:00 a.m.

 **II. Roll Call.**


Present: Alan Himelhoch, Alexander Isaac, Cheryl Sclater, Jamie Curtis, Janice Karcher, John Mandelaris, Mark Young, Michael M. Lynch and Ted Henry.

Absent/Excused: Carl V. Arthur III and Gloria Nealy.

Others Present: Derek Bradshaw, Christine Durgan, Jason Nordberg, Sheila Taylor, Lamonica Harris, Amy McMillan, Larry Green, Ed Benning, Chuck Timmons, Keith Woods, Richard Woods, Rhonda Woods, Claire Wilke, Damon Fortney, Shane Kelley and Alberta Gunsell.

III. MINUTES

 **A. Minutes of the September 9, 2014 Regular Meeting**

 **Motion: Action:** Approve, **Moved by** Ted Henry, **Seconded by** John Mandelaris, to approve the minutes of the September 9, 2014 Regular meeting with the addition to the Election of Officers portion.

Motion passed unanimously.

(Approved minutes are on file in the GCMPC office)


 **B. Minutes of the September 9, 2014 Election Committee**

 **Motion: Action:** Approve, **Moved by** Janice Karcher, **Seconded by** Mark Young, to approve the minutes of the September 9, 2014 Election Committee.

Motion passed unanimously.

(Approved minutes are on file in the GCMPC office)


 **C. Minutes of the September 30, 2014 Budget Committee**

 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** Cheryl Sclater, to approve the minutes of the September 30, 2014 Budget Committee meeting.

Motion passed unanimously.

(Approved minutes are on file in the GCMPC office)

 **D. Minutes of the September 30, 2014 Additional Meeting**

 **Motion: Action:** Approve, **Moved by** Mark Young, **Seconded by** Janice Karcher, to approve the minutes of the September 30, 2014 Additional meeting.
Motion passed unanimously.
(Approved minutes are on file in the GCMPC office)

 **IV. OPPORTUNITY FOR INDIVIDUALS TO ADDRESS THE COMMISSION**

Lamonica Harris introduced herself.

Michael Lynch arrived at 8:06 a.m.

V. COMMUNICATIONS

A. MTA Update

Mr. Benning reviewed the Ridership report. The replacement millage was discussed.

 **B. Presentation – Genesee County Parks – Amy McMillan, Director**

Amy McMillan, Director of Genesee County Parks gave a PowerPoint presentation. A question and answer period was provided.


 **VI. COMMITTEE REPORTS**

There were no Committee Reports.

VII. NEW BUSINESS


 **A. FOS-08-14-06; Montrose Township – Section 12 - Doerr**

Damon Fortney reviewed the FOS-08-14-06. No one from Montrose Township was in attendance to answer questions.

 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** Ted Henry, to approve staff recommendations as provided in FOS-08-14-06; Montrose Township Farmland and Open Space Preservation Program review.
Motion passed unanimously.
(Document on file with minutes)

 **B. FOS-08-14-07; Atlas Township – Section 24 - Kelly**

Shane Kelley reviewed FOS-08-14-07. No one from Atlas Township was in attendance to answer questions.

 **Motion: Action:** Approve, **Moved by** Mark Young, **Seconded by** Ted Henry, to approve staff recommendations as provided in FOS-08-14-07; Atlas Township Farmland and Open Space Preservation Program review.
Motion passed unanimously.
(Document on file with minutes)

 **C. FOS-09-14-08; Gaines Township – Section 8 - Woods**

Claire Wilke reviewed FOS-08-14-08. The Woods family was in attendance to answer questions from the Board members.

 **Motion: Action:** Approve, **Moved by** Ted Henry, **Seconded by** Jamie Curtis, to approve staff recommendations as provided in FOS-08-14-08; Gaines Township Farmland and Open Space Preservation Program review.

Motion passed unanimously.

(Documents on file with minutes)

VIII. FINANCES

A. Contract, Vouchers and Bills

 **Motion: Action:** Approve, **Moved by** Michael M. Lynch, **Seconded by** Mark Young, to approve the Contract, Vouchers and Bills for a total of \$9,824.63 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** Ted Henry to approve the Commission Expenses and Per Diems as submitted.

Motion passed unanimously.

(Documents on file with minutes)

IX. OLD BUSINESS

A. Project Status

1. 3-C Transportation Planning – September 2014 Status Report

Jason Nordberg reviewed the Transportation Report. The 2040 Long Range Transportation Plan will be ready for the final approval by February.

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

Motion passed unanimously.

(Original report on file with minutes)

2. Environmental Program Update – September 2014 Status Report

Jason Nordberg reviewed the Environmental Program report and the Household Hazardous Waste collection map.

 **Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** Janice Karcher, to receive and file the Environmental Program report as presented.

Motion passed unanimously.

(Original report on file with minutes)

3. Community Development Program – September 2014 Status Report

Sheila Taylor stated that the Blight Elimination Grant that Genesee County received completed 17 demos and is in the process of closing the grant now.

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

 **4. Director-Coordinator Report – September 2014 Status Report**

Derek Bradshaw stated the Regional Prosperity Charrette was held in Lapeer County. The Charrette was very well attended. Staff is currently working on the second Regional Prosperity grant to apply for \$250,000. The Planning Forum is October 24th at MTA.

 **Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** John Mandelaris, to receive and file the Director-Coordinator Report as presented.
Motion passed unanimously.
(Original report on file with minutes)

 **B. Commissioner Comments**

Commissioners made comments at this time. Chairperson Himelhoch reminded the Board that the next meeting is on Wednesday, November 5th and wished all of the candidates' good luck.

Ted Henry asked if he could get a report on how many properties are registered under PA 116's in each township.

 **X. ADJOURNMENT**

Chairperson Himelhoch adjourned the meeting at 9:12 a.m.

Respectfully submitted,
Alberta Gunsell, Secretary
Genesee County Metropolitan Planning Commission

November 5, 2014

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Damon Fortney, Planner I

SUBJECT: **FPR-10-14-09; Genesee County Land Bank, Brownfield Site Assessment Grant**

I. TYPE AND PURPOSE

The Genesee County Land Bank has submitted an application to the Environmental Protection Agency (EPA) for a Brownfield Site Assessment grant. The total federal funding being requested for this project is \$400,000. Funding of this project would allow for Brownfield site selection, prioritization, and outreach; assessments; cleanup planning and Brownfield redevelopment plans; and programmatic expenses.

II. POPULATION TO BE SERVED

The Genesee County Land Bank will be able to provide assistance to minority groups, the disadvantaged, and small businesses within the City of Flint and surrounding communities.

III. RELATIONSHIP TO EXISTING PLANS AND POLICIES

The project's work plans support the EPA's Strategic Plan Goal 3: Cleaning Up Communities and Advancing Sustainable Development, and Objective 3.1: Promote Sustainable and Livable Communities. This project also supports the goal of re-purposing vacant spaces for more productive uses as described in the City of Flint Master Plan.

IV. PROGRAM DESCRIPTION

The Brownfield assessment grant will focus on three specific target areas including: (1) updating an inventory of tax foreclosed properties to promote their cleanup and redevelopment; (2) assistance to minorities and the disadvantaged through affordable housing, neighborhood revitalization, business development and job growth; and (3) facilitating the sale and redevelopment of abandoned automotive and industrial sites.

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V. RELATIONSHIP OF PROJECT TO PRIOR OR CURRENT GCMPC ACTIONS

GCPMC has not acted upon any similar projects in the past.

VI. ASSESSMENT ON PREVIOUSLY AWARDED GRANTS

The Genesee County Land Bank Authority has successfully administered grant funds under the EPA 2005, 2006, and 2008 Hazardous/Petroleum Substance Site Assessment Grants, and the 2006 Cleanup Grant.

VII. STAFF ANALYSIS

The Brownfield assessment grant project will create jobs, address public health issues, and return abandoned or underutilized brownfield properties back into productive use. Genesee County is in dire need of such a project, as the number of foreclosed, blighted, and contaminated properties continues to increase.

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 November 5, 2014, and endorse the project described as FPR-10-14-09; Genesee County Land Bank Brownfield Site Assessment Grant for the following reasons:

1. The project application demonstrates the need for redevelopment of brownfields in Genesee County.
2. The proposed project does not appear to duplicate other projects in the area.

**GENESEE COUNTY
METROPOLITAN PLANNING COMMISSION
2015 SCHEDULED MEETING DATES**

The Genesee County Metropolitan Planning Commission members meet at 8:00 a.m. on the 1st Tuesday of each month at the Genesee County Administration Building, 1101 Beach St. Flint, MI 48502, in the Genesee County Metropolitan Planning Commission Conference Room. Please note exceptions below.

JANUARY 6, 2015

FEBRUARY 3, 2015

MARCH 3, 2015

APRIL 7, 2015

MAY 5, 2015

JUNE 2, 2015

JULY 7, 2015

**AUGUST 5, 2015 (Wednesday)

SEPTEMBER 1, 2015

OCTOBER 6, 2015

**NOVEMBER 4, 2015 (Wednesday)

DECEMBER 1, 2015

**This is the first Wednesday of the month, due to elections on Tuesday

Alan Himelhoch Chairperson	Alexander H. Isaac Vice-Chairperson	Gloria J. Nealy Secretary	Carl V. Arthur, III Commissioner	Jamie Curtis Commissioner	Ted Henry Commissioner	Janice Karcher Commissioner	Michael Lynch Commissioner	John Mandelaris Commissioner	Cheryl Sclater Commissioner	Mark Young Commissioner
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November 5, 2014

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Derek Bradshaw, Director-Coordinator

SUBJECT: **Budget Transfer Request**

As part of the budgetary process, staff must make any necessary transfers, to avoid line item shortages, during the fiscal year. At this time, staff is requesting approval for the following budget transfers.

- Transfer from Planning, Consultants line item #242-4160-46045 to Computers, Equipment line item #242-4160-65105 - \$2,000
- Transfer from Planning, Consultants line item #242-4160-46045 to Supplies Software line item #242-4160-35055 - \$7,000

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November 5, 2014

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Jason Nordberg, Principal Planner
Genesee County Metropolitan Planning Commission

SUBJECT: 3-C Transportation Planning – October 2014 Status Report

Genesee County 2040 Long Range Transportation Plan (LRTP)

The LRTP Steering Committee met on October 15th. At the meeting the Summary Document, Environmental Justice, Environmental Mitigation and Consultation, Congestion Management and Projects, Map-21 Planning Factors and Performance Measures, 2040 LRTP Financial Plan, and the Land Use/Scenario Planning technical reports were approved to move forward to the Technical Advisory Committee (TAC) and the Metropolitan Alliance (Metro). These are the last plans to be updated for the 2040 LRTP. After TAC and Metro committee approval, the plan will be released for public review and comment.

Rideshare Program

During the month of October staff promoted the Rideshare Programs by speaking and passing out rideshare material at the following meetings or events. On October 8th, staff attended the Flint/Genesee County Chamber of Commerce monthly networking meeting at the Carriage Town Ministries Flint location. Staff also met with the consulting firm Parsons & Brinckerhoff, which MTA hired for their Strategic Plan. The purpose of the meeting was to discuss collaborative efforts and gain a greater understanding of the Rideshare Program, as it relates to its role in meeting the overall transportation needs of Genesee County residents. Other contacts included the UM-Flint, Trillium staffing services, and the WJRT-Channel 12 sales department. In each case staff provided Rideshare pamphlets and information with the understanding that follow-ups will be coming up soon.

Staff is also continuing to work toward developing a customized main Rideshare website that will help improve tracking and greater accuracy of its participants.

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November 5, 2014

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Sheila Taylor, Principal Planner
Environmental Program

SUBJECT: Environmental Program Update – October 2014 Status Report

Solid Waste Program

Staff has released final collection totals for the 2014 HHW events. In 2014 events there were over 2,000 participants, over 147,000 lbs. of hazardous waste collected, over 60,000 lbs. of electronic waste collected, and over 1,000 tires collected. Staff is currently reviewing proposals for 2015 HHW services.

Staff has recently been in communication with the Department of Environmental Quality (DEQ) regarding the Genesee County Solid Waste Plan Amendment. Staff is expected to receive a modification letter in the upcoming weeks.

Staff has developed a draft Solid Waste Management Plan Amendment for Lapeer County, which is currently in the 90-day public comment period. Staff will continue to provide a status of this collaboration in future reports.

November 5, 2014

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Sheila Taylor, Principal Planner
Community Development Program

SUBJECT: **Community Development Program – October 2014 Status Report**

Community Development Block Grant Program (CDBG)

During October, staff continued collecting input from the public and the municipalities on potential projects, improvements, and spending for the 2015–2018 Consolidated Plan.

Project highlights during October include senior center activities and operations, code enforcement activities, and engineering costs for a public facilities improvements project. Staff visited the Carman-Ainsworth Senior Center to tour the food pantry that receives CDBG funding.

HOME Investment Partnerships Program (HOME)

During October, Family Service Agency (FSA) submitted their final reimbursement request for the project. FSA continues to receive and review applications for the remaining units and still anticipates the units to be fully occupied within a couple of months.

Genesee County Habitat for Humanity has completed one HOME-funded rehabilitation project in the City of Burton and four new builds are underway in the City of Fenton, Mt. Morris Township and Thetford Township.

Home Improvement Program

During the month of October, the CDBG Home Improvement Program completed one residential unit. This unit was assisted through a Deferred



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Payment Loan. Expenditures for the month totaled \$8,200.00 in Community Development Block Grant funds.

Neighborhood Stabilization Program

During the month of October, three additional homes were sold, so the total increased to 83 homes sold. Four properties are currently listed for sale, with three of those pending sale. Staff is managing the rehabilitation of two properties and another one will go out to bid in early November. Staff is currently looking to purchase an additional three to four homes for rehabilitation. Thirteen homes are currently being demolished in various NSP target areas; these will be completed and payment submitted by mid-November.

November 5, 2014

MEMORANDUM

TO: Members of the Genesee County Metropolitan Planning Commission

FROM: Derek Bradshaw, Director-Coordinator

SUBJECT: Report of the Director-Coordinator - October 2014 Status Report

Program and Staffing Update

In October, staffing and program changes were made that included transitioning the Environmental Program back under the Community Development Division. In addition, Shane Kelley, Planner I, was re-assigned to work in the Community Development Division from the Transportation Division. Shane will also continue his duties as the primary staff to the Environmental Program. This change will assist in balancing out Planner I staffing numbers between the programs and provide Community Development with some much needed additional program staff.

Planning Forum Update

On October 24, the annual Genesee County Planning Forum was held at the MTA Administrative offices. The seventy four attendees included representatives from the Planning Commission, County Board of Commissioners, local planning commissions, and local elected officials. New this year, outstanding projects in the areas of Community Development, Transportation, and Planning were acknowledged during an award ceremony at the opening of the event. With several good speakers, discussing topics including Regional Prosperity, Placemaking, and interactive mapping tools, staff received good feedback about the event from attendees.

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GLS Region V

Regional Prosperity

During October, the Region 6 Charrette was held, one Region 6 Steering Committee meeting was held, project prioritization started, and the 2015 Regional Prosperity Initiative (RPI) is being finalized and will be submitted to the State by November 1st.

The Region 6 Charrette was held October 2nd and 3rd at the American Legion in Lapeer. Over 30 participants were involved each day. The group discussed the strengths, weaknesses and opportunities within the Region. From those discussions, goals, goal statements, objectives and actions were determined by the participants. The ideas discussed at the charrette will be integrated into the final plan document.

The Region 6 Steering Committee meeting was held on October 23rd and included updates from Upjohn Institute, discussions about the draft 2015 RPI application and the best way to prioritize the projects submitted.

The consultant team is behind schedule and has asked for an additional three weeks to present the draft 5-year plan to the Steering Committee. Staff will be requesting an extension on the November deadline from the State.

Hazard Mitigation Planning

The Genesee County Hazard Mitigation Plan received approval from the Genesee County Board of Commissioners in September. Fifteen of the local units of government have approved the Plan at their Board meetings. Upon the approval from the remaining local units, the process will be complete for FEMA's final Plan approval.

Lapeer County's Hazard Mitigation Plan has been approved by the Michigan State Police and FEMA. The Lapeer County Board of Commissioners will be asked to approve the Plan during the month of November.

The next meeting of the GLS Region V Planning and Development Commission is November 18, 2014.