

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Tuesday, April 7, 2015, 8:00 a.m.

MINUTES

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, April 7, 2015, 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, Gloria Nealy, Janice Karcher, Jeffrey M. Peake, John Mandelaris, and Michael M. Lynch.

Absent/Excused: Carl V. Arthur III, Jamie Curtis, and Mark Young.

Others Present: Larry Green, Nate Jonker, Tracey Tucker, Derek Bradshaw, Christine Durgan, Jason Nordberg, Sheila Taylor, Shane Kelley, Jacob Maurer, and Nichole Odette.

III. MINUTES

 **Minutes of the March 3, 2015 Regular Meeting**

 **Motion: Action:** Approve, **Moved by** John Mandelaris, **Seconded by** Michael M. Lynch, to approve the March 3, 2015 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**

The February MTA ridership report was distributed.

 **VI. COMMITTEE REPORTS**


John Mandelaris stated that it is time for the Director-Coordinator's annual evaluation and distributed the forms to the Commissioners. Mr. Mandelaris asked the Commissioners to complete the evaluation forms and return them to him by the May 5th GCMPC meeting. The evaluation form will be sent electronically to the Board as well. The members of the Personnel Committee are Janice Karcher, Gloria Nealy, John

Mandelaris, Jeffrey Peake, and Alan Himelhoch. Chairperson Himelhoch explained the process of the Director-Coordinator evaluation.
(Document on file with minutes)

VII. NEW BUSINESS

A. FPR-02-15-01; Elf Khurafeh Shriner Temple Grand Circus Park and Vienna Charter Township

Shane Kelley gave an overview of FPR-02-15-01; Elf Khurafeh Shriner Temple Grand Circus Park and Vienna Charter Township. Nate Jonker, Consultant to the Elf Khurafef Temple Association, was present to answer questions. Discussion ensued.

 Motion: Action: Endorse, **Moved by** Alexander Isaac, **Seconded by** Michael M. Lynch, to endorse FPR-02-15-01; Elf Khurafeh Shriner Temple Grand Circus Park and Vienna Charter Township.

Motion passed unanimously.

(Documents on file with minutes)

B. FPR-03-15-03; City of Linden, Eagles Wooden Park Restrooms Project


Jacob Maurer gave an overview of FPR-03-15-03; City of Linden, Eagles Wooden Park Restrooms Project. Discussion ensued.

 Motion: Action: Endorse, **Moved by** Alexander Isaac, **Seconded by** Gloria Nealy, to endorse FPR-03-15-03; City of Linden, Eagles Wooden Park Restrooms Project.

Motion passed unanimously.

(Documents on file with minutes)

C. Michigan Transportation Planning Association Conference Travel Request


 Motion: Action: Approve, **Moved by** Janice Karcher, **Seconded by** Cheryl Sclater, to approve the travel request for three staff members to attend the Michigan Transportation Planning Association Conference at a total cost of \$975.

Motion passed unanimously.

(Document on file with minutes)

VIII. FINANCES

A. Contract, Vouchers and Bills

 Motion: Action: Approve, **Moved by** Alexander Isaac, **Seconded by** Janice Karcher, to approve the Contract, Vouchers and Bills for a total of \$78,356.25 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** John Mandelaris, to approve the Commission Expenses and Per Diems as submitted.

Motion passed unanimously.

(Documents on file with minutes)

C. Budget Sheets

Chairperson Himelhoch stated that we are at a negative cash position. Derek Bradshaw explained that staff has not received our quarterly County appropriation yet. The new line item *Committed for Tech Upgrades* has been inserted into the Budget Sheets and the amount will be indicated on the March Budget Sheets. Discussion ensued.


 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** John Mandelaris, to approve the Budget Sheets as presented.

Motion passed unanimously.

(Documents on file with minutes)

D. Budget Transfer Request

Derek Bradshaw explained that this transfer will cover any additional expenses we may have this year, since the Plotter repair has been very expensive thus far.

 **Motion: Action:** Approve, **Moved by** John Mandelaris, **Seconded by** Alexander Isaac, to approve the increase to Repairs, Office Equipment, line item #242.4163.41040 by \$500 and the decrease of Consultants, line item #424.4163.46045 by \$500.

Motion passed unanimously.

(Document on file with minutes)

IX. OLD BUSINESS

A. Project Status

1. 3-C Transportation Planning – March 2015 Status Report

Jason Nordberg distributed slap band USB drives that have been loaded with the 2040 LRTP and the Non-Motorized Plan. Mr. Nordberg presented an overview of the key findings and highlights of the 2040 LRTP. 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 – March 2015 Status Report

Sheila Taylor reviewed the Environmental Program report.


 **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 on file with minutes)

3. Community Development Program – March 2015 Status Report

Sheila Taylor explained that staff has released an application for HOME Program funding. Proposed projects must either rehabilitate or build affordable housing for low to moderate income residents of Genesee County. The applications are due on May 6, 2015. Discussion ensued.

 **Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** Gloria Nealy, to receive & file the Community Development Program report as presented. Motion passed unanimously.
(Original on file with minutes)

 **4. Director-Coordinator Report – March 2015 Status Report**

Derek Bradshaw explained that GLS Region V had been working with the Genesee County, Shiawassee County and Thumb Area Work Force Development agencies to possibly offer shared services, with GLS Region V as the administrator. The State of Michigan did not approve the proposal and advised that they were looking for a more aggressive approach, such as a direct merging of the agencies. Discussion ensued.

 **Motion: Action:** Receive & File, **Moved by** John Mandelaris, **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.

Janice Karcher stated that the Flint & Genesee Chamber has submitted a grant application to the USDA to complete a feasibility study for real estate development within proximity of the KWA pipeline. More details will be presented at the May 5th GCMPC meeting when the Federal Project Review comes before the Commission.

Gloria Nealy is the new representative to the Genesee County Parks & Recreation Commission.

 **X. ADJOURNMENT**

Chairperson Himelhoch adjourned the meeting at 9:23 a.m.

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