

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Tuesday, July 14, 2015, 8:00 a.m.

MINUTES

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, July 14, 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, Cheryl Sclater, Gloria Nealy, Jamie Curtis, John Mandelaris, Janice Karcher, Mark Young, and Michael M. Lynch.

Absent/Excused: Carl V. Arthur III, Jeffrey M. Peake, and Alexander Isaac.

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

III. MINUTES

A. Minutes of the June 2, 2015 Regular Meeting

Motion: Action: Approve, **Moved by** Mark Young, **Seconded by** Michael M. Lynch, to approve the June 2, 2015 regular meeting minutes as presented.

Motion passed unanimously.

(Approved minutes are on file in the GCMPC office)

B. Minutes of the June 2, 2015 Local Unit Committee Meeting

Motion: Action: Approve, **Moved by** Mark Young, **Seconded by** Michael M. Lynch, to approve the June 2, 2015 Local Unit Committee meeting minutes as presented.

Motion passed unanimously.

(Approved minutes are on file in the GCMPC office)

C. Minutes of the June 16, 2015 Local Unit Committee Meeting

Motion: Action: Approve, **Moved by** Mark Young, **Seconded by** Michael M. Lynch, to approve the June 16, 2015 Local Unit Committee meeting minutes as presented.

Motion passed unanimously.

(Approved minutes are on file in the GCMPC office)

IV. OPPORTUNITY FOR INDIVIDUALS TO ADDRESS THE COMMISSION

Lamonica Harris introduced herself and offered her support to the Commission.

V. COMMUNICATIONS

A thank you letter from Valley Area on Aging was received regarding GCMPC's participation in Senior Power Day. Clayton Charter Township sent a notice that the Township is beginning a review of their Master Plan. Livingston County sent a notice of intent to prepare a new Master Plan. MTA ridership numbers for May were received.

VI. COMMITTEE REPORTS

A. Consultant Committee Report

Acting Chairperson Himelhoch of the Consultant Committee gave an overview of the process that staff and the Model Development Committee undertook in selecting and recommending a consulting firm to update the Genesee County Urban Travel Demand Model.

Motion: Action: Approve, **Moved by** Mark Young, **Seconded by** Michael Lynch, to approve entering into a contract with The Corradino Group for RFP 15-057 Update and Improve the Genesee County Urban Travel Demand Model and Provide Continuing Technical Assistance.

Motion passed unanimously.

B. Local Unit Committee Report

Acting Chairperson Himelhoch of the Local Unit Committee gave a report on the two meetings held. GCMPC received permission from the County to secure outside counsel and has hired Attorney George Rizik.

C. Personnel Committee Report

1. Request to Approve Personnel Changes

Chairperson Mandelaris of the Personnel Committee gave a report on the request to establish two positions, Housing Rehabilitation Specialist I and Housing Rehabilitation Specialist II. The Personnel Committee has requested that staff update the two job descriptions to include that the applicants' state builder's license must be in good standing with no state sanctions or suspensions within the last five years. Staff is requesting to post only the Housing Rehabilitation Specialist I position at this time. Discussion ensued.

Motion: Action: Approve, **Moved by** Janice Karcher, **Seconded by** Gloria Nealy, to approve the recommendation to create the position of Housing Rehabilitation Specialist I, subject to the Genesee County approval process.

Motion passed unanimously.

2. Director-Coordinator Evaluation

Chairperson Manderlaris explained that a compilation of the reviews has been completed; however, more information regarding the Operation Unification process was requested from Derek Bradshaw so that it could be determined whether or not it should be added to the Director-Coordinator evaluation. The evaluation will be presented to the Commission at next month's meeting.

VII. NEW BUSINESS

There was no New Business.

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 \$88,248.45 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** Janice Karcher, **Seconded by** Gloria Nealy, to approve the Commission Expenses and Per Diems as submitted.

Motion passed unanimously.

(Documents on file with minutes)

C. Budget Sheets

Motion: Action: Approve, **Moved by** Janice Karcher, **Seconded by** Gloria Nealy, to approve the Budget Sheets as presented.

Motion passed unanimously.

(Documents on file with minutes)

IX. OLD BUSINESS

A. Project Status

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

Jason Nordberg reviewed the 3-C Transportation Program Report.

Motion: Action: Receive & File, **Moved by** Gloria Nealy, **Seconded by** John Mandelaris, 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 2015 Status Report

Sheila Taylor reviewed the Environmental Program Report.

Motion: Action: Receive & File, **Moved by** Gloria Nealy, **Seconded by** John Mandelaris, to receive and file the Environmental Program report as presented.

Motion passed unanimously.

(Original on file with minutes)

3. Community Development Program – June 2015 Status Report

Sheila Taylor stated that staff did receive the Michigan Blight Elimination Grant to help fund the Ramada demolition and phase one of the environmental review process has begun.

Motion: Action: Receive & File, **Moved by** John Mandelaris, **Seconded by** Janice Karcher, to receive & file the Community Development Program report as presented.

Motion passed unanimously.

(Original on file with minutes)

4. Director-Coordinator Report – June 2015 Status Report

Derek Bradshaw reviewed the Director-Coordinator Report.

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

X. ADJOURNMENT

Chairperson Himelhoch adjourned the meeting at 8:50 a.m.

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