

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Tuesday, March 1, 2016, 8:00 a.m.

MINUTES

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, March 1, 2016, 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 8:02 a.m.

 **II. ROLL CALL**

 **Present:** Alan Himelhoch, Alexander Isaac, Cheryl Sclater, Gloria Nealy, Jamie Curtis, Janice Karcher, Jeffrey M. Peake, John Mandelaris, Mark Young, and Michael M. Lynch.

Absent/Excused: Carl V. Arthur III.

Others Present: Larry Green, Robert Klaczkiewicz, Tracey Tucker, Kelli Webb, Derek Bradshaw, Christine Durgan, Jason Nordberg, Sheila Taylor, Damon Fortney, and Nichole Odette.

III. MINUTES

 **A. Minutes of the February 2, 2016 Regular Meeting**

Mr. Mandelaris recommended amending the Motion for item VIII C. Budget Sheets to “*approve the Budget Sheets with error to be corrected to line item 75025 Motor Pool Charges in Exhibit V.*”

 **Motion: Action:** Approve, **Moved by** Jamie Curtis, **Seconded by** Mark Young, to approve the amended February 2, 2016 regular meeting minutes.
Motion passed unanimously.

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

Larry Green, Mt. Morris Township Supervisor, stated that he would like to thank the Planning Commissioners, the County Commissioners and Derek Bradshaw’s staff for all the efforts to coordinate the removal of the Ramada Inn and for all of the efforts put forth towards the new grant to remove the St. Francis buildings.

 **V. COMMUNICATIONS**

Derek Bradshaw stated that Commissioner Curtis made his re-appointments for the Planning Commission and appointed a new Commissioner, Reggie Smith, who is the President of UAW Local 659.

VI. COMMITTEE REPORTS

A. Rules and Procedures Committee


Alan Himelhoch explained that the Rules and Procedures Committee looked at updating the procedures in regards to non-performance of a board member. The By-Laws of the Planning Commission match the County Ordinance, in that a hearing is held and then the County Board of Commissioners vote to remove a member. Instead of changing the Ordinance, the Committee recommends defining non-performance in the By-Laws. Staff will compile a list of job duties of a Planning Commissioner, so that we can tighten up the language to define at what level non-performance might be. Currently, we do not have a level of standards to rely on. Another Rules and Procedures Committee meeting may be scheduled. Discussion ensued.

 **Motion: Action:** Accept, **Moved by** John Mandelaris, **Seconded by** Michael M. Lynch, to accept the report of the Rules and Procedures Committee.
Motion passed unanimously.

VII. NEW BUSINESS

A. GCMPC Audit – Rob Klaczkiwicz

Rob Klaczkiwicz from Smith & Klaczkiwicz, P.C. went over the GCMPC FY 2015 audit report. Discussion ensued with a question and answer period provided.

 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** Jamie Curtis, to approve the FY 2015 audit report as presented.

Motion passed unanimously.

(Documents on file with minutes)

B. FPR-02-16-01; GCCARD, Head Start and Early Head Start

Damon Fortney gave an overview of FPR-02-16-01; GCCARD, Head Start and Early Head Start. Kelli Webb, Director of GCCARD's Head Start Program, was present to answer questions. Discussion ensued.


 **Motion: Action:** Endorse, **Moved by** Alexander Isaac, **Seconded by** John Mandelaris, to endorse FPR-02-16-01; GCCARD, Head Start and Early Head Start.

Motion passed unanimously.

(Documents on file with minutes)

VIII. FINANCES

A. Contract, Vouchers and Bills

 **Motion: Action:** Approve, **Moved by** Jamie Curtis, **Seconded by** Mark Young, to approve the Contract, Vouchers and Bills for a total of \$253,694.72 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** Jamie Curtis, **Seconded by** Alexander Isaac, 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** Jamie Curtis, **Seconded by** John Mandelaris, to approve the Budget Sheets as presented.

Motion passed unanimously.

(Documents on file with minutes)

D. Budget Transfer Request

 **Motion: Action:** Approve, **Moved by** Janice Karcher, **Seconded by** Jamie Curtis, to approve the Budget Transfer Request to increase the Membership line item by \$2,000 and to decrease the Consultants line item by \$2,000.

Motion passed unanimously.

(Document on file with minutes)

IX. OLD BUSINESS

A. Project Status

1. 3-C Transportation Planning – February 2016 Status Report

Jason Nordberg stated that staff has scheduled three meetings for the public to speak with staff and comment on the FY 2017-2020 TIP projects: Tuesday, March 22nd from 12:00 p.m. to 2:00 p.m. at the Flint Farmer's Market; Tuesday, March 22nd from 5:00 p.m. to 7:00 p.m. at Swartz Creek City Hall; and Thursday, March 24th from 9:00 a.m. to 11:00 a.m. at the Flint Farmer's Market.


 **Motion: Action:** Receive & File, **Moved by** Mark Young, **Seconded by** Michael M. Lynch, to receive and file the 3-C Transportation Planning report as presented.

Motion passed unanimously.

(Original on file with minutes)

2. Environmental Program Update – February 2016 Status Report

Sheila Taylor reviewed the Environmental Program report.

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

Motion passed unanimously.

(Original on file with minutes)

3. Community Development Program – February 2016 Status Report

Sheila Taylor stated that the County has received its 2016 CDBG, HOME and ESG funding allocations from HUD. In total, the County will receive approximately \$38,000 more than last year.

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

Motion passed unanimously.

(Original on file with minutes)

4. Director-Coordinator Report – February 2016 Status Report

Derek Bradshaw stated that the County Board approved the posting of three Planner II positions and interviews are scheduled for next week. Painting of the entire office has commenced.

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

B. Commissioner Comments

Mark Young stated that the new paint looks nice.

Gloria Nealy stated that the Genesee County Parks received a Priority Children award last month. Seasonal jobs are available at the Parks and have been posted on-line. Keep Genesee County Beautiful is now officially part of Genesee County Parks and Recreation. For-Mar is putting in raised flower beds for wheel chair accessible gardening and is also providing gardening kits for interested residents thanks to a grant from the Ruth Mott Foundation and the Community Foundation of Greater Flint.

John Mandelaris thanked Jamie Curtis for his re-appointment to the Planning Commission and stated that he has returned the Planning Commissioner Tool Kit to staff, so it is available for others to read.

Jamie Curtis thanked the re-appointees for serving on the Commission for another term and for doing a fabulous job. Mr. Curtis requested that Derek Bradshaw help to make sure that Amy McMillan's Parks/GCMPC agenda item is put on the Board agenda for Thursday.

Alan Himelhoch thanked staff for another good audit process and stated that Smith & Klaczkiewicz, P.C. really does a nice job.

Janice Karcher stated that there is a lot of activity underway, not only by the Flint & Genesee Regional Chamber but by partners as well, to help the small businesses in the City of Flint. Programs like the SBA's Disaster Loan Program and other events and services have made an effort to become more accessible and to interact with City businesses to make sure they are getting as much support and help as possible. The Chamber is expanding its Youth Programs, which involve a large number of City of Flint youth, with the goal of getting 1,000 kids working this summer. The Chamber's Jump Start event for small businesses has been rescheduled for this Friday.

X. ADJOURNMENT

Chairperson Himelhoch adjourned the meeting at 9:08 a.m.

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