

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Tuesday, January 3, 2017, 8:00 a.m.**

**MINUTES**

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, January 3, 2017, 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 8:07 a.m.

 **II. ROLL CALL**

**Present:** Alan Himelhoch, Cheryl Sclater, Gloria Nealy, Janice Karcher, Jeffrey M. Peake, John Mandelaris, and Reggie Smith.

**Absent:** Alexander Isaac and Mark Young.

**Others Present:** Christine Durgan, Jason Nordberg, Sheila Taylor, Cody Roblyer, and Nichole Odette.

**III. MINUTES**

 **A. Minutes of the December 6, 2016 Regular Meeting**

 **Motion: Action:** Approve, **Moved by** John Mandelaris, **Seconded by** Reggie Smith, to approve the December 6, 2016 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**

Chairperson Himelhoch stated that Derek's father-in-law passed away yesterday, so he could not be present today. Funeral information will be distributed to the Commissioners when it is available.


 **V. COMMUNICATIONS**

Christine Durgan introduced Cody Roblyer, a new Planner I, who will be the primary staff person in the Environmental Division.

**VI. COMMITTEE REPORTS**

 **A. Personnel Committee**

Chairperson Mandelaris stated that the Personnel Committee discussed the Director-Coordinator evaluation procedure and evaluation form and will bring them before the full Commission for approval at the next meeting.

 **Motion: Action:** Accept, **Moved by** Janice Karcher, **Seconded by** Jeffrey M. Peake, to accept the report of the Personnel Committee.  
Motion passed unanimously.

## **VII. NEW BUSINESS**

There was no New Business.

## **VIII. FINANCES**

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

Chairperson Himelhoch asked about the amount of the Culligan check. Christine Durgan explained that we paid ahead for the next month in case there were any glitches when the County switches to its new financial system. Janice Karcher asked if regular reports are received from the Corradino Group. Jason Nordberg explained that the Corradino Group is working on our Transportation Model. They are developing a computer program which is rather technical and there aren't a lot of reports.


 **Motion: Action:** Approve, **Moved by** Janice Karcher, **Seconded by** Gloria Nealy, to approve the Contract, Vouchers and Bills for a total of \$16,529.24 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** Jeffrey M. Peake, to approve the Commission Expenses and Per Diems as submitted.  
Motion passed unanimously.  
(Documents on file with minutes)

### **C. Budget Sheets**

Alan Himelhoch reviewed the Budget Sheets. Discussion ensued.

 **Motion: Action:** Approve, **Moved by** Reggie Smith, **Seconded by** Jeffrey M. Peake, 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 – December 2016 Status Report**

Jason Nordberg reviewed the 3-C Transportation Planning report.

 **Motion: Action:** Receive & File, **Moved by** Jeffrey M. Peake, **Seconded by** Reggie Smith, to receive and file the 3-C Transportation Planning report as presented.  
Motion passed unanimously.  
(Original on file with minutes)

 **2. Environmental Program Update – December 2016 Status Report**

Sheila Taylor reviewed the Environmental Program report.

 **Motion: Action:** Receive & File, **Moved by** Jeffrey M. Peake, **Seconded by** Reggie Smith, to receive and file the Environmental Program report as presented.  
Motion passed unanimously.  
(Original on file with minutes)


 **3. Community Development Program – December 2016 Status Report**

Sheila Taylor stated that another Planner I is starting tomorrow and he will be working in the Community Development Program. Ms. Taylor explained that HUD is under a continuing resolution until April, which will delay submission of our 2017 Action Plan and receipt of our funding.

 **Motion: Action:** Receive & File, **Moved by** Jeffrey M. Peake, **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 – December 2016 Status Report**

Christine Durgan explained that the state announced a 30 day extension on making funding recommendations for the 2017 Regional Prosperity Initiative grant applications.

 **Motion: Action:** Receive & File, **Moved by** Jeffrey M. Peake, **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 Parks and Recreation Commission meetings and events.

 **X. ADJOURNMENT**

Chairperson Himelhoch adjourned the meeting at 8:55 a.m.

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