

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Wednesday, November 7, 2018, 8:00 a.m.

MINUTES

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Wednesday, November 7, 2018, 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, David Martin, Gloria Nealy, Janice Karcher, Jeffrey M. Peake, John Mandelaris, Reggie Smith, and Martin Cousineau.

Absent: Mark Young.

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

III. MINUTES

 **A. Minutes of the October 2, 2018 Regular Meeting**

Motion: Action: Approve, **Moved by** John Mandelaris, **Seconded by** Alexander Isaac, to approve the minutes of the October 2, 2018 regular meeting as presented.

Motion passed unanimously.

(Approved minutes are on file in the GCMPC office)

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

Larry Green, Mt. Morris Township Supervisor, apologized for missing the last couple of meetings but stated that all is well.

 **V. COMMUNICATIONS**

There were no Communications.

 **VI. COMMITTEE REPORTS**

There were no Committee Reports.

VII. NEW BUSINESS

A. Draft Genesee County Public Participation Plan

Jason Nordberg explained that a Public Participation Plan (PPP) is required when administering federal programs such as the Community Development Block Grant Program, Federal Highway Administration Programs, Federal Transit Administration Programs, and the Solid Waste Management Program. The PPP outlines the processes that staff must follow in order to document and ensure that public participation is provided for and encouraged during the planning process. The Draft Public Participation Plan is being presented for review and comment to GCMPC, the Genesee County Metropolitan Alliance, and the Genesee County Community and Economic Development Committee, which will be followed by a formal 45-day public comment period. Staff will review comments received and make plan revisions if necessary, before requesting final approval. Chairperson Himelhoch suggested that staff create an executive summary for documents of this length. Discussion ensued.

B. Proposed 2019 GCMPC Meeting Dates

Derek Bradshaw stated that staff will send 2019 meeting date reminders to the Commission via Outlook.


 **Motion: Action:** Approve, **Moved by** John Mandelaris, **Seconded by** Janice Karcher, to approve the Proposed 2019 GCMPC Meeting Dates.

Motion passed unanimously.

(Document on file with minutes)

VIII. FINANCES

A. Contract, Vouchers and Bills

 **Motion: Action:** Approve, **Moved by** Janice Karcher, **Seconded by** Cheryl Sclater, to approve the November Contract, Vouchers and Bills for a total of \$114,936.21 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** Jeffrey M. Peake, to approve the Commission Expenses and Per Diems as submitted.

Motion passed unanimously.

(Documents on file with minutes)

Derek Bradshaw explained that staff is working to finalize the year-end expenses. Draft September and October financials will be available for the December meeting.

IX. OLD BUSINESS

A. Project Status


1. 3-C Transportation Planning – October 2018 Status Report

Jason Nordberg stated that the 2020-2023 Transportation Improvement Program (TIP) represents over \$40 million dollars for projects over the next four years. Staff has met with all local units to answer questions regarding the TIP application and follow up calls will be made next week to ensure applications are received by November 16th. Staff has been notified of a requirement change for one of the TIP funding sources, which will affect applications for roadway expansions. Information will be provided to the local units and subcommittee meetings will be held to review the changes.

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

2. Environmental Program Update – October 2018 Status Report

Sheila Taylor stated that 415 vehicles dropped-off items at the last Recycle Day for the year held on October 9th at Mott Community College. In total for the year, 4,612 vehicles dropped off over 560,000 pounds of materials and 76% of those items were recycled. The cost for all events was just over \$200,000 and staff has budgeted \$250,000 for 2019. Staff is working with the contractor to establish dates for the 2019 events. The two Saturday events will most likely be held in June and October, with weekday events held during July, August, and September.

 **Motion: Action:** Receive & File, **Moved by** Jeffrey M. Peake, **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 – October 2018 Status Report

Sheila Taylor reviewed the Community Development Program Report.

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

4. Genesee County Plan Update – October 2018 Status Report

Christine Durgan explained that staff re-evaluated the Combined Plan timeline and pushed back the data report deadline to the end of December; however, this will not affect Plan's completion date scheduled for December of 2019. Staff presented several of the completed data reports to the Steering Committee last month for review and comment.

 **Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** Martin Cousineau, to receive and file the Genesee County Plan Update as presented.
Motion passed unanimously.
(Original on file with minutes)

5. Director-Coordinator Report – October 2018 Status Report

Derek Bradshaw explained that staff should receive information on the 2019 RPI grant application soon, since the State's goal is to distribute the funding awards before the end of the year.

Mr. Bradshaw stated that Human Resources received one application for the Housing Rehabilitation Specialist III position and an interview should be scheduled for next week. The adjusted Planner I pay scale approved by this Commission last month was not accepted by Human Resources or the Union. Chris Durgan met with Union representatives to discuss options. Staff is formulating a proposal to create an additional Planner position that would fall between a Planner I and Planner II, as well as rename all current Planner positions. Discussion ensued.

 **Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** Reggie Smith, 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 Genesee County Parks and Recreation Commission meetings and events.

X. ADJOURNMENT

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

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