

**GLS REGION V PDC
September 25, 2018**

The GLS Region V Planning and Development Commission met at 6:00 p.m. on Tuesday, September 25, 2018, in the Conference Room of the Genesee County Metropolitan Planning Commission (GCMPC), 1101 Beach Street, Room 223, Flint, Michigan.

Chairperson Roy called the meeting to order at 6:10 p.m.

I. INTRODUCTION 

A. Roll Call

Present: Alan Himelhoch, Cheryl Clark, Derek Bradshaw, Gary Roy, Jeffrey Kelley, John Horvath, John Mandelaris, Mike Hemmingsen, Richard Van Haften, and Shawnice Dorsey.

Absent/Excused: Bill Henry, Charles Van Duren, David Hetfield, Ed Benning, Michael Bruff, and Robert Johnson.

B. Approval of the Minutes of the GLS Region V PDC Regular Meeting held May 15, 2018 


Motion: Action: Approve, **Moved by** John Madelaris, **Supported by** Cheryl Clark, to approve the minutes of the GLS Region V PDC regular meeting held May 15, 2018.

Motion carried unanimously.
(Approved minutes are on file in the GCMPC office)

C. Approval of the Minutes of the GLS Region V PDC Additional Meeting held June 26, 2018 

Motion: Action: Approve, **Moved by** Cheryl Clark, **Supported by** Mike Hemmingsen, to approve the minutes of the GLS Region V PDC additional meeting held on June 26, 2018.

Motion carried unanimously.
(Approved minutes are on file in the GCMPC office)

D. Approval of the Revised Agenda of GLS Region V PDC Meeting to be held September 25, 2018 

Motion: Action: Approve, **Moved by** Jeffrey Kelley, **Supported by** Mike Hemmingsen, to approve the revised agenda of the GLS Region V PDC meeting to be held September 25, 2018.

Motion carried unanimously.
(Document on file with minutes)

E. **Opportunity for the Public to Address the GLS Region V PDC** 

No one spoke at this time.
Chairperson Roy closed Public time at 6:13 p.m.

F. **Communications**

1. **Village of Morrice 2018 Master Plan Public Hearing Notice** 

Jason Nordberg advised the commission that this is just a notice from the Village of Morrice that they were having a Public Hearing regrading their 2018 Master Plan. The time has passed but if anyone would like more information there are numbers available to contact them.

II. **ACTION ITEMS** 

A. **Financial Report**

1. **Report**

Derek Bradshaw reviewed the financial report ending August 31, 2018.

Motion: Action: Approve, **Moved by** Cheryl Clark, **Supported by** Richard Van Haften, to approve the Financial Report as presented.

Motion carried unanimously.
(Documents on file with minutes)

2. **Checks**

Derek Bradshaw reviewed the checks total \$55,150.41 with the commission.

Motion: Action: Approve, **Moved by** Cheryl Clark, **Supported by** Jeffrey Kelley, to approve the checks in the amount of \$55,150.41 and to authorize the signing by the proper authorities.

Motion carried unanimously.
(Document on file with minutes)

B. **Contract with Networks Northwest for the Recreation Website** 

Jacob Maurer advised that one of the 2018 I-69 Thumb Region partnership projects is this recreation website. We had \$27,000 from the 2018 grant. This is one of the components that staff is working with Networks Northwest to put the data on an exacting website. At the beginning of November staff will have a draft version available to make changes and by the end of the year it will be fully live. Staff

requests that GLS Region approve the agreement with Networks Northwest and to give Fiscal Officer, Derek Bradshaw the authority to sign the agreement.

Motion: Action: Approve, **Moved by** Cheryl Clark, **Supported by** Jeffrey Kelley, to approve the agreement with Networks Northwest and to give Fiscal Officer, Derek Bradshaw the authority to sign the agreement.

Motion carried unanimously.
(Document on file with minutes)

C. **Contract with the University of Michigan-Flint University Outreach for the Recreation Website** 

Jacob Maurer stated that in addition to the support that staff is receiving from Networks Northwest. Staff is also working with the UM-Flint Outreach Center and their students to provide the GIS Shapefiles. Staff requests that GLS Region V approve the agreement with the UM-Flint University Outreach and the authority for Fiscal Officer, Derek Bradshaw to sign the agreement. Staff is working through a couple of details on the agreement, but it should be provided in the next day or two and we will send the agreement to the group. The agreement amount is for \$4,234.00. Discussion ensued.

Motion: Action: Approve, **Moved by** Cheryl Clark, **Supported by** Jeffrey Kelley, to approve the agreement with the University of Michigan-Flint University Outreach Center and give Fiscal Officer, Derek Bradshaw the authority to sign the agreement once the Chairperson has reviewed the agreement.

Motion carried unanimously.
(Document on file with minutes)

D. **FPR-06-18-01; City of Swartz Creek, Watermain Upgrades** 

Jason Nordberg stated that the City of Swartz Creek is applying for a USDA Rural Development Program \$5.3 million-dollar loan to do a City-wide watermain replacements. Staff recommends GLS Region V endorse the application.

Motion: Action: Approve, **Moved by** Cheryl Clark, **Supported by** John Mandelaris, to endorse the application for City of Swartz Creek to apply for the USDA Rural Development Program loan to do a City-wide watermain replacement.

Motion carried unanimously.
(Document on file with minutes)

E. **FY 2019 GLS Region V Budget** 

Derek Bradshaw stated that before we review the budget for October 1, 2018 through the end of September 2019. Mr. Bradshaw reviewed with the Commission the 2019 budget and what staff thought we would have for the next year. One thing you will not see in this budget is revenues for Regional Prosperity Initiative (RPI) because we have not applied for that yet. Staff will have a budget adjustment on that. The other thing we will have is a budget transfer for Per Diems are at \$0 right now but staff will come back at a later date and adjust those because they will come out of this year's revenues.

Motion: Action: Approve, **Moved by** Cheryl Clark, **Supported by** Jeffrey Kelley, to approve the budget as presented.

Motion carried unanimously.
(Document on file with minutes)

F. **Fiscal Year 2018 Budget Adjustment** 

Derek Bradshaw stated that there is just one budget adjustment and that is to increase the per diems by \$1,700 to pay the per diems this year. That will decrease the fund balance by \$1,700.00.

Motion: Action: Approve, **Moved by** Cheryl Clark, **Supported by** Jeffrey Kelley, to approve the Fiscal Year 2018 Budget Adjustment as presented.


Motion carried unanimously.
(Document on file with minutes)

G. **Authorization for Year End Budget Adjustments** 

Derek Bradshaw advised that every year staff requests that in case of any last-minute changes due to year end we are requesting authorization to make budget transfers that don't exceed 25% of the line item or anything less than \$6,000. If staff does make any of those transfers they will come back to the commission for ratification.

Motion: Action: Approve, **Moved by** Jeffrey Kelley, **Supported by** Cheryl Clark, to approve the authorization for Year End Budget Adjustments that do not exceed 25% of the line item or anything less than \$6,000.


Motion carried unanimously.
(Document on file with minutes)

H. **2019 Regional Prosperity Initiative Resolution of Support and Submittal Letter** 

Jacob Maurer stated that staff is working with the Economic Development Partners and Region 6 members to submit an application through this Commission for \$315,000 for the 2019 Regional Prosperity Initiative. The application is due October 15th which is earlier this year than in prior years. Staff is expecting to approve a budget on October 10th at the next Region 6 meeting. Staff is asking this Commission to approve the signature of the cover letter and Resolution of Support for the 2019 Regional Prosperity Initiative.

Motion: Action: Approve, **Moved by** Richard Van Haften, **Supported by** Jeffrey Kelley, to approve the Regional Prosperity Initiative Resolution of Support and Submittal Letter as presented and the authority for Fiscal Officer, Derek Bradshaw to sign the letter.

Motion carried unanimously.
(Documents on file with minutes)

I. **Pass Through Agreement between the Genesee County Metropolitan Planning Commission (GCMPC) and the Genesee-Lapeer-Shiawassee Region V Planning and Development Commission (GLS Region V)** 

Jason Nordberg stated that last year was the first year we had to do one of these. This is the same agreement that was passed by this Commission last year, only the dollar amounts have been updated. There is a process in place that staff will have to take it through the Board of Commissioners and get approval and have it reviewed by Corporation Counsel. At this time, Staff is requesting that the GLS Region V Planning and Development Commission approve the agreement and to have the authority for Chairperson, Gary Roy to sign the agreement.

Motion: Action: Approve, **Moved by** Cheryl Clark, **Supported by** Mike Hemmingsen, to approve the Pass-Through Agreement between the Genesee County Metropolitan Planning Commission and the Genesee-Lapeer-Shiawassee Region V Planning and Development Commission.

Mr. Himelhoch stated that he has not reviewed this agreement and makes no opinion through this commission and as Chair of the Genesee County Planning Commission he will have to abstain. Mr. Bradshaw stated he will have to abstain as well. Mr. Mandelaris stated he will have to abstain too.

Vote: Motion passed (**summary:** Yes = 6, No = 0, Abstain = 3).

Yes: Cheryl Clark, Gary Roy, Jeffrey Kelley, John Horvath, Mike Hemmingsen, Richard Van Haften.

Abstain: Alan Himelhoch, Derek Bradshaw, John Mandelaris.

Absent: Bill Henry, Charles Van Duren, David Hetfield, Ed Benning, Mary Ann Ketels, Michael Bruff, Robert Johnson.

Motion carried.

(Document on file with minutes)

III. DISCUSSION ITEMS

A. **MAR Update**

Derek Bradshaw stated that one thing of note in this Regional Prosperity Initiative is for us to apply for Asset Management and Infrastructure. The regions are coming together to make a consistent application. Big piece will be looking at getting information on Base Mapping on sewer and water. Staff hopes to get \$70,000 or \$75,000 that way we can start to get sewer and water information from Communities. Discussion ensued.

B. **I-69 Thumb Region Update**

Jacob Maurer advised that staff hopes to have a firm on board early next month for the Targeted Marketing & Media Project, which is how do we take it to the next step, how do we get on social media. We had presentations and narrowed it down to two (2) so we hope to select one next month. The last one is the MSU extension is continuing their First Impression Tourism Project and the two (2) communities selected for the next cycle are Marine City and the Village of Cass City. The next I-69 Thumb Region Committee meeting will be held on Wednesday, October 10th at the Lapeer County Health Department at 10:30 a.m.

C. **2018 PASER Survey Update**

Jacob Maurer stated that to date all the paved federal aid roads have been surveyed in Genesee County. This data will be used for the upcoming TIP Call for Projects. Staff has also completed two-thirds of all the non-federal aid paved roads in Genesee County.

D. **2020-2023 Rural Task Force Call for Projects**

Jason Nordberg advised that staff is preparing for the Call for Projects for the Rural Task Force (RTF) which is for Lapeer and Shiawassee Counties as far as the Federal Aid and State money that they receive for roads. The targets that staff is estimating are in the amounts of \$985,601 for Lapeer County and \$789,602 for Shiawassee County annually. Every three years transit receives 10% of the funding. Per RTF

bylaws the Road Commissions in both counties will receive the majority of the funding for the 2020-2023 Call. In October, you will see the notice in the paper for the Call for Projects.

E. **2018 TAMC Culvert Mapping Pilot Update** 

Derek Bradshaw presented a graph to the commission of the reported culverts condition rating. A culvert is anything bigger than 12 inches.

They found that there was enough culvert pipe in the state of Michigan to build one culvert in a straight line from Houghton Michigan to Key West Florida.

Jacob Maurer stated that the GLS Region V entered into a Pass-Through Agreement with three road agencies which were City of Fenton, Village of Lennon and the Lapeer County Road Commission to collect data for this project. Discussion ensued.

IV. **ANNOUNCEMENTS** 

There were no Announcements.

V. **ADJOURNMENT** 

Chairperson Roy adjourned the meeting at 6:38 p.m.

Respectfully submitted,
Debby Compton, Secretary
Genesee County Metropolitan Planning Commission