

**GLS REGION V PDC
March 22, 2016**

The GLS Region V Planning and Development Commission met at 6:00 p.m. on Tuesday, March 22, 2016, in the Conference Room of the Genesee County Metropolitan Planning Commission (GCMPC), 1101 Beach Street, Room 223, Flint, Michigan.

I. INTRODUCTION

Chairperson Grinnell called the meeting to order at 6:00 p.m.

A. **Roll Call.**

Present: Alan Himelhoch, Derek Bradshaw, Gary Roy, Jeffrey Kelley, John Horvath, John Mandelaris, Richard Van Haaften, Robert McLaren, Sidney Grinnell.

Absent/excused: Bill Henry, Charles Van Duren, Cheryl Clark, Christina Johnson, David Hetfield, Ed Benning, Julie Hales-Smith, Mary Ann Ketels, Mike Hemmingsen, Robert Johnson.

Others Present: Jason Nordberg, Anna Pinter and Debby Compton.

B. **Approval of the Minutes of the GLS Region V PDC Regular Meeting held January 26, 2016**

Motion: Action: Approve, **Moved by** John Mandelaris, **Seconded by** Jeffrey Kelley, to approve the minutes of the January 26, 2016 regular meeting as presented.

Motion passed unanimously.

(Approved minutes are on file in the GCMPC office)

C. **Approval of the Agenda of GLS Region V PDC Meeting to be held March 22, 2016**

Chairperson Grinnell stated that we are adding "Audit" to the agenda under "Action Items" before item A.

Motion: Action: Approve, **Moved by** Derek Bradshaw, **Seconded by** Richard Van Haaften, to approve the Agenda of the GLS Region V meeting to be held March 22, 2016, with the addition of "Audit Report" before item A under Action Items.

Motion passed unanimously.

(Document on file with minutes)

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

No one spoke at this time.

E. Communications

There were no Communications.

II. ACTION ITEMS

Audit Report

Mr. Derek Bradshaw introduced Robert Klaczekiewicz of Smith & Klaczekiewicz, PC and Julie Zinger, GCMPC Accounting Supervisor.

Ms. Julie Zinger had extra copies of the findings of the audit from Smith & Klaczekiewicz, PC available for the committee members to review. In addition, staff had mailed a copy to each committee member on March 7, 2016, to review prior to this meeting.

Mr. Robert Klaczekiewicz stated that we have audited the financial statements of the Genesee-Lapeer-Shiawassee Region V Planning and Development Commission for the years ended September 30, 2014 and 2015. He stated that GLS Region V is allowed to do an audit every other year but we did audit both years. He stated that in the Auditor's opinion your financial statements are material correct. Mr. Klaczekiewicz reviewed their findings with the committee. Mr. Klaczekiewicz stated that he is able to report they had no findings, no comments, no recommendations, no significant deficiencies, no material weaknesses, everything looked good, the controls are in place and they are very happy with what they were able to do and accomplish. Mr. Klaczekiewicz thanked Ms. Zinger for doing an excellent job in getting them the information that they needed and all the schedules prepared. He stated that there are no issues with Region V for these two (2) years. Mr. Klaczekiewicz stated that the audit is public information so it is published on the states website for everyone to view.

Motion: Action: Approve, **Moved by** Jeffrey Kelley, **Supported by** John Mandelaris, to approve the Audit Report as presented.

Motion passed unanimously.

(Document on file with minutes)

A. Financial Report

1. Report

Mr. Derek Bradshaw reviewed the financial report ending February 29, 2016.

Motion: Action: Approve, **Moved by** Gary Roy, **Supported by** Jeffrey Kelley, to approve the Financial Report ending February 29, 2016 as presented.

Motion passed unanimously.

(Documents on file with minutes)

2. Checks

Mr. Derek Bradshaw requested to have item "2. Checks" moved to be presented between items E and F.

Motion: Action: Approve, **Moved by** Jeffrey Kelley, **Supported by** John Mandelaris, to approve the moving of "Checks" to be presented between items E and F.

Motion passed unanimously.

B. FPR-02-16-01; Village of Almont, 123 Branch Street Parking Lot Project/Phase III Pedestrian Alleyway

Mr. Jason Nordberg stated that the Village of Almont is applying to the U. S. Department of Agriculture for federal assistance in the amount of \$47,384 and is providing \$11,846 in local funding for a total project cost of \$59,320. He stated that these funds will be utilized to redevelop a blighted alley to provide a safe, attractive and accessible pedestrian link between a newly redeveloped parking lot and the downtown business district. Mr. Nordberg stated that this project represents Phase III of the Parking Lot Project for the Village of Almont. He stated that at this time staff is recommending that the Region V Planning and Development Commission endorse the Village of Almont, 123 Branch Street Parking Lot Project/Phase III Pedestrian Alleyway Development application as submitted to the Department of Agriculture.

Motion: Action: Endorse, **Moved by** Alan Himelhoch, **Supported by** Jeffrey Kelley, to endorse the Village of Almont, 123 Branch Street Parking Lot Project/Phase III Pedestrian Alleyway Development application as submitted to the Department of Agriculture.

Motion passed unanimously.

(Document on file with minutes)

C. I-69 Thumb Region Consulting Services Agreements

Ms. Anna Pinter stated that a portion of the budget is allocated for the Regional Economic Development Collaboration which will continue the great work being done by the six economic development leads for the seven counties. She stated that the economic development agencies have acted as county leads in supporting the I-69 Thumb Region planning process, recruiting participants and coordinating activities and outcomes. She stated that the leadership of these agencies has been essential to the high level of participation and coordination in the Regional Prosperity Initiative. Ms. Pinter stated that the language in each of the six consulting services agreements are similar to the language approved in previous years. She stated that the Shiawassee Economic Development Partnership's (SEDP) agreement includes additional language which describes SEDPs role in supporting one of the 2016 partnership projects, AG-TDL Sector Links. Ms. Pinter stated that at this time staff requests that the GLS Region V Planning and Development Commission approve the

Consulting Services Agreements with each of the six economic development agencies and the first payment due under these agreements. Mr. Alan Himelhoch and Mr. John Mandelaris stated that they have not reviewed the agreements from a lawyer's standpoint.

Motion: Action: Approve, **Moved by** Robert McLaren, **Supported by** Richard Van Haaften, to approve the I-69 Thumb Region Consulting Services Agreements and the first payment due under these agreements. Motion passed unanimously.
(Documents on file with minutes)

D. Budget Adjustments

Mr. Derek Bradshaw reviewed the Budget Adjustment. He stated that a final grant award of \$235,000 has been approved for 2016 Regional Prosperity funding. Mr. Bradshaw requested the following budget adjustments be approved.

Consultants (100% Staff) \$33,000, Supplies \$1,500, Travel \$500, Marketing \$50,000, Projects \$95,000, RPI County Leads \$55,000.

Motion: Action: Approve, **Moved by** Jeffrey Kelley, **Supported by** Robert McLaren, to approve the budget adjustments as presented. Motion passed unanimously.
(Document on file with minutes)

E. Michigan Transportation Planning Association Conference

Mr. Jason Nordberg stated that the Michigan Transportation Planning Association is holding their Annual Planning Conference in Kalamazoo, Michigan from July 12th through July 15th. He stated that we typically send representatives to the conference depending on the committee interest. Mr. Derek Bradshaw recommended Christine Durgan go in his place because he is unable to attend this year. Discussion ensued.

Motion: Action: Approve, **Moved by** Jeffrey Kelley, **Supported by** Alan Himelhoch, to approve sending up to three (3) members to the Michigan Transportation Planning Association Conference. Motion passed unanimously.

Checks:

Mr. Derek Bradshaw reviewed the checks.

Motion: Action: Approve, **Moved by** Jeffrey Kelley, **Supported by** Richard Van Haaften, to approve the checks in the amount of \$68,206.16 and to authorize the signing by the proper authorities. Motion passed unanimously.
(Documents on file with minutes)

F. Election of Officers

Mr. Jason Nordberg stated that the three officer positions are up for nominations and opened the floor for nominations. There were no nominations from the floor.

Motion: Action: Approve, **Moved by** Jeffrey Kelley, **Supported by** Robert McLaren, to re-elect the current officers for another year.
Motion passed unanimously.

III.

DISCUSSION ITEMS

A. MAR Update

Mr. Derek Bradshaw stated that at the last meeting they approved doing a statewide study of the effects of the Regional Prosperity Initiative. He stated that we are now three (3) years in so the question is, what did we get for the money, and what's good and what's bad. Mr. Bradshaw stated that what they ended up doing is dividing up the cost. Each region of the Regional Prosperity Initiative is kicking in 2%, so our share would be about \$4,700 to \$4,800. He stated that we can then come back and present results; show what we have accomplished in our region.

Mr. Bradshaw stated that he also attended the Governor's Economical Education Summit in Grand Rapids. He stated that the focus this year was on high school. They are really pushing high school activities; getting the kids out in the workforce and finding out what they are interested in.

Mr. Bradshaw stated that he was elected to represent MAR on the Statewide Asset Management Council. He stated that it is a three (3) year term that starts the end of April. Discussion ensued.

B. Region 6 Regional Prosperity Initiative Update

Ms. Anna Pinter stated that staff continues to work on the partnership projects that are funded both under the 2015 budget and the newly funded 2016 budget. Ms. Pinter passed out flyers regarding the Talent Tours and stated that they started last year. She stated that staff re-evaluated things and we still have money so we are going to keep them available until June. She stated that there have been about 1400 students that have benefitted from this funding and we have more requests.

Ms. Pinter stated that the craft agriculture directory project is nearing completion. She presented a screen shot of the interactive map explaining how it works and talked about some of the businesses that are already on there. She stated that staff received many additions to the directory. Ms. Pinter stated that the online version of the map is expected to be made available on the I-69 Thumb Region website in the coming weeks, with hard copies following soon after.

Ms. Pinter stated that the Education Action Team met on March 10th to discuss the Work-Based Education Programs report. She stated that Upjohn presented their draft findings to the group including employment data and available training programs in the region, and implementation strategies to optimize training programs. She stated that the group

provided comments on the report and a final draft is expected in mid-April.

Ms. Pinter stated that progress is also being made on the regional square footage study. She stated a conference call was held between Economic Development partners and Olsson Associates on February 24th to discuss their findings. She stated that Olsson Associates provided information on specific sites in the region and how the lack of available site information may effect development opportunities.

C. Governor's Regional Transit Mobility Initiative Update

Ms. Anna Pinter stated that KFT Group, the consultant that is working on the Regional Transit Mobility recently sent out the Phase II report, which includes information from their September workshop. She stated that staff plans to provide feedback on the phase I report in the next couple of weeks. Ms. Pinter stated that MDOT is asking all assigned agencies to organize a meeting with each of the transit agencies in their respective prosperity regions. She stated that after this meeting, MDOT wants a report on the interest of moving forward with creating a strategic plan for the region, if there is interest; what do we see as the next steps, what funding is available, what funding would be needed. Ms. Pinter stated that the next statewide conference call is scheduled for April 18th so we should have more information after that. Discussion ensued.

D. Lapeer County Parks and Recreation Plan Update

Ms. Anna Pinter stated that the Lapeer County Parks and Recreation Plan 2016-2020 has been completed, locally approved, and sent to the Michigan Department of Natural Resource (DNR) for final review and approval. She stated that staff should hear back from the DNR by April 1, 2016. Ms. Pinter stated that if anyone should have any questions they can contact Shane Kelley of the GCMPC office.

E. MDOT Regional Traffic Safety Plans

Mr. Jason Nordberg stated that the first meeting of the stakeholders was held on Wednesday, March 9th. He stated that the stakeholders discussed their biggest concerns regarding safety in their areas and what they saw as their vision for this process. Mr. Nordberg stated some of the concerns were; distracted driving and incapacitated driving to name a few. He stated that the next stakeholder meeting is planned for some time in May, and invitations will be sent out to all local units of government and road agencies in the region. Mr. Nordberg stated that staff will keep the committee updated.

F. FY 2017-2020 Rural Task Force (RTF) Call for Projects Update

Mr. Jason Nordberg stated that staff worked in partnership with the small cities and villages in Lapeer and Shiawassee counties, along with the county road commissions and transit agencies for each county, to develop the FY 2017 to 2020 schedule of transportation projects for the

Region V Rural Task Force. He stated that the list of projects has been approved by the Region V Rural Task Force (RTF) and was submitted to MDOT for final approval. Discussion ensued.

IV. ANNOUNCEMENTS

Derek Bradshaw stated that this week he had the honor of promoting Jacob Maurer, Damon Fortney and Shane Kelley from Planner I's to Planner II's.

V. ADJOURNMENT

Chairperson Grinnell adjourned the meeting at 6:55 p.m.

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