

GLS REGION V PDC
September 26, 2017

The GLS Region V Planning and Development Commission met at 6:00 p.m. on Tuesday, September 26, 2017, in the Conference Room of the Genesee County Metropolitan Planning Commission (GCMPC), 1101 Beach Street, Room 223, Flint, Michigan.

I. **INTRODUCTION** 

Chairperson Grinnell, Vice-Chair Roy and Fiscal Officer Bradshaw were unable to attend this meeting.

Jeffery Kelley volunteered to chair this meeting.

Motion: Action: Approve, **Moved by** Cheryl Clark, **Supported by** Richard Van Haften, to appoint Jeffrey Kelley to chair this meeting.

Motion passed unanimously.

Acting Chairperson Kelley opened the meeting at 6:00 p.m.

Chairperson Grinnell is in the hospital. Staff will send a card on behalf of GLS Region V.

A. **Roll Call** 

Present: Cheryl Clark, Jeffrey Kelley, John Horvath, John Mandelaris, and Richard Van Haften.

Absent/Excused: Alan Himelhoch, Bill Henry, Charles Van Duren, David Hetfield, Derek Bradshaw, Dyle Henning, Ed Benning, Gary Roy, Lenny Schneider, Mary Ann Ketels, Mike Hemmingsen, Robert Johnson, Sidney Grinnell, and Daniel McMaster.

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

B. **Approval of the Minutes of the GLS Region V PDC Regular Meeting held May 16, 2017** 

Motion: Action: Approve, **Moved by** Richard Van Haften, **Supported by** Cheryl Clark, to approve the minutes of the May 16, 2017 regular meeting as presented.

Mr. Mandelaris abstained.

Motion passed.

(Approved minutes are on file in the GCMPC office)

C. **Approval of the Agenda of the GLS Region V PDC Meeting to be held September 26, 2017** 

Jason Nordberg stated that there is an addition to the agenda. Item G under Action Items; Additional GLS Region V Account Signatory. Also, of note in your handouts, there is an updated memo for GLS Region V Budget.

Motion: Action: Approve, **Moved by** Cheryl Clark, **Supported by** Richard Van Haaften, to approve the Agenda of the GLS Region V PDC meeting with the additions.

Motion passed unanimously.

(Document on file with minutes)

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

Larry Green of Mt. Morris Township introduced himself to the commission.

E. **Communications** 

There were no Communications.

II. **ACTION ITEMS**

A. **Financial Report** 

1. **Report**

Jason Nordberg reviewed the financial report ending July 31, 2017.

Motion: Action: Approve, **Moved by** Cheryl Clark, **Supported by** John Mandelaris, to receive the financial report as presented.

(Documents on file with minutes)

2. **Checks** 

Jason Nordberg stated that there are two (2) pages of checks. The first page is the prepaid checks. Since we have meetings every other month sometimes we have to pay items before the next scheduled meeting. The second page is the list of checks we have ready to be signed.

Motion: Action: Approve, **Moved by** Cheryl Clark, **Supported by** John Mandelaris, to approve the checks in the amount of \$146,760.61 and to authorize the signing by the proper authorities.

Motion passed unanimously.

(Documents on file with minutes)

B. **FY 2018 GLS Region V Work Program Update** 

Jason Nordberg advised that staff originally submitted a funding consideration of \$104,000 to the Michigan Department of Transportation (MDOT) for the FY 2018 Work Program. The Work Program is funded with State grants at a 100% match. Staff was notified that GLS Region V will be receiving \$2,000 less than requested for items related to the Management of the Rural Task Force (RTF), reducing the total for the FY 2018 work program to \$102,000. Staff received grants today and are looking for approval from GLS Region V Planning and Development Commission for

the updated FY 2018 GLS Region V Work Program and for the authority to have all contracts and agreements signed by Derek Bradshaw.

Motion: Action: Approve, **Moved by** Richard Van Haaften, **Supported by** Cheryl Clark, to approve the updated FY 2018 GLS Region V Work Program, budget changes and to authorize the signing of all contracts and agreements by Derek Bradshaw.

Motion passed unanimously.

(Documents on file with minutes)

C. **I-69 Thumb Region UM-Flint University Center Agreement for Accelerate Plan Update and Business Services Portal** 

Anna Pinter stated that our 2017 Regional Prosperity Initiative (RPI) budget included funding for an update to the Accelerate Plan and funding for a Business Support Portal Directory. Staff wants to enter into a contract with UM-Flint University Center. They recently received funding through the EDA to provide economic support to the seven county region. They are collecting some of this data that we want to update anyway. Primarily staff is looking to update data, statistics, and projects for the Comprehensive Economic Development Strategy (CEDS) for the four counties along I-69. The budget for the plan update with UM-Flint is \$4,500.00. The second item is for a directory for businesses within the region to easily identify and find sources at all stages of business development. The title of this resource is MI Start Gate which will be a portal to help entrepreneurs and business owners navigate support services and technical assistance throughout the Region. The budget is \$17,500.00 and that is with UM-Flint as well. Staff requests that the GLS Region V Planning and Development Commission approve the agreement with the UM-Flint University Center and the authority for Chairperson Grinnell, or other authorized signatory, to sign the agreements.

Motion: Action: Approve, **Moved by** Cheryl Clark, **Supported by** Richard Van Haaften, to approve the agreement with UM-Flint University Center and the authority for Vice-Chairperson Gary Roy to sign the agreement.

Motion passed unanimously.




(Document on file in the GCMPC office)

D. **FY 2018 GLS Region V Budget** 


Jason Nordberg stated that this was included in your packet. However, it was updated after the agenda went out. There is a handout in front of you that reflects the updated information. MDOT-Region V is \$34,000 changed from \$32,000 and MDOT-Region V SPR is \$22,000 updated from \$24,000. This represents all of the project authorities we have received. There is a revenue over expenditures but Derek has stated that there is enough in the fund balance to cover the expenditures.

Motion: Action: Approve, **Moved by** Cheryl Clark, **Supported by** John Horvath, to approve the budget at \$283,301 and allow staff to make adjustments to the proposed expenditures by \$1,700 so expenditures are equal to revenue.

Motion passed unanimously.

- E. **Authorization for Year End Budget Adjustments** 
Jason Nordberg advised that to close out the 2017 Fiscal Year, adjustments to the budget may be needed. Staff is requesting authority to make budget transfers that do not exceed 25% of the total amount of the line item. Budget transfers that do exceed 25% of the total amount of the line item will be presented to the Commission for approval.
Motion: Action: Approve, **Moved by** Cheryl Clark, **Supported by** John Mandelaris, to authorize the year end budget adjustments.
Motion passed unanimously.
- F. **Budget Adjustment** 
Jason Nordberg stated that this is a handout. This is a correction to our current fiscal year, FY 2017. In the past when the Michigan Department of Transportation (MDOT) has given additional money to local units, in this case it is Lapeer County, City of Flushing and Genesee County. Usually MDOT would just have the local units charge it straight to them. MDOT gave the \$3,101.58 to GCMPC and we will reimburse them. At this time staff is requesting approval to add the \$3,101.58 to our Asset Management account.
Motion: Action: Approve, **Moved by** Richard Van Haften, **Supported by** John Mandelaris, to approve increasing Asset Management revenue and consultant costs by \$3,101.58 for funding received from MDOT.
Motion passed unanimously.
- G. **Additional GLS Region V Account Signatory** 
Jason Nordberg stated that this is one of your handouts. Genesee County is a fiduciary for GLS Region V, all of the accounts work through the Genesee County system. At this time, the current Treasurer, Deb Cherry, is not an authorized signatory on the bank account however, she has to manage the transactions behind the scenes so staff is requesting that Genesee County Treasurer Deb Cherry be added to the GLS Region V Planning and Development Commission bank account as an authorized signatory.
Motion: Action: Approve, **Moved by** John Mandelaris, **Supported by** John Horvath, to approve adding Genesee County Treasurer, Deb Cherry to the GLS Region V Planning and Development Commission bank account as an authorized signatory.
Motion passed unanimously.


III. **DISCUSSION ITEMS**

- A. **MAR Update** 
Jason Nordberg stated that staff attended a video conference regarding Hazard Mitigation with all the other regions in the state of Michigan. There have been some changes in the requirements for the grant funding. A couple of the different regions are working with their lawyers to understand what they can and can't do. One thing they found out; if you accept the money through the grant for plan development you can't help people put

together grants for projects that result from the plan. Staff will continue to monitor the situation.

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

Anna Pinter advised that in May staff brought ten ecotourism micro grant agreements and ten education grant agreements to this commission for approval. At this time all but two have spent the funding and have received their reimbursement. Examples of some of the projects were shared with the commission. The next I-69 Thumb Region Steering Committee meeting will be held on Wednesday, Oct 11th at the Lapeer County Health Department at 10:30 a.m.

C. **Region V Rural Task Force FY 2018 Transportation Improvement Program (TIP) Projects** 

Anna Pinter stated that the Rural Task Force (RTF) program provides federal dollars for Lapeer and Shiawassee counties. This year is a special year because the small cities and villages get money from the RTF only once every nine years and FY 2018 will be the year they get that funding. RTF projects were chosen through Call for Projects process that was announced in December 2015.

D. **2017 Asset Management PASER Survey Update** 

Anna Pinter advised that this summer staff worked with MDOT and Local Road Agencies to complete a PASER survey of all the federal aid and local roads in Lapeer and Shiawassee counties. Collecting conditions on federal aid roads and local roads in Lapeer and Shiawassee counties will provide a broader picture of road conditions in these counties. Next year staff will focus on rating all of the federal aid and local roads in Genesee County. Staff is expecting to present stats and data at the next meeting.

IV. **ANNOUNCEMENTS** 

Jason Nordberg reviewed the fliers for the upcoming Recycle Day event which will be held on Saturday, October 21st at Bentley High School and the Water Service Center. Staff heard this last event went smoothly compared to ones in the past. Some of the events in the past would have a wait time of an hour to an hour and a half. This past event was more like a 15 minute to a half hour wait time. Discussion ensued.

Jeffrey Kelley asked that staff include in the minutes that we are thinking about Chairperson Sidney Grinnell and wishing him the best.

John Mandelaris asked the commission their thoughts on how we can get more participation at these meetings.

One suggestion was to send out an email reminder a month in advance of the meetings. Discussion ensued.

V. **ADJOURNMENT**

Acting Chairperson Kelley adjourned the meeting at 6:46 p.m.

Motion: Action: Approve, **Moved by** Richard Van Haften, **Supported by** John Mandelaris, to adjourn this meeting.

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