

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Tuesday, May 7, 2019, 8:00 a.m.

MINUTES

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, May 7, 2019, 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 8:01 a.m.

 **II. ROLL CALL**

Present: Alan Himelhoch, Alexander Isaac, David Martin, Gloria Nealy, Martin Cousineau, and Ted Henry.

Absent: Cheryl Sclater, Janice Karcher, Jeffrey M. Peake, and Reggie Smith.

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

III. MINUTES

 **A. Minutes of the April 2, 2019 Regular Meeting**

 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** David Martin, to approve the minutes of the April 2, 2019 regular meeting as presented.

Motion passed unanimously.

(Approved minutes are on file in the GCMPC office)

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

No one spoke at this time.

 **V. COMMUNICATIONS**

There were no Communications.


 **VI. COMMITTEE REPORTS**

There were no Committee Reports.

VII. NEW BUSINESS

 **A. FPR-04-19-02; GCCARD, 2019-2020 Continuation Early Head Start Expansion Grant**

Zachary Sompels gave an overview of FPR-04-19-02; GCCARD, 2019-2020 Continuation Early Head Start Expansion Grant. Kelli Webb, GCCARD Head Start Director, was present to answer questions and offer additional information. Discussion ensued.


 **Motion: Action:** Endorse, **Moved by** Alexander Isaac, **Seconded by** Martin Cousineau, to endorse FPR-04-19-02; GCCARD, 2019-2020 Continuation Early Head Start Expansion Grant.

Motion passed unanimously.

(Documents on file with minutes)

B. Michigan Transportation Planning Association (MTPA) Conference Travel Request

Jason Nordberg reviewed the request to send four staff members to the Michigan Transportation Planning Association (MTPA) Conference.

 **Motion: Action:** Approve, **Moved by** Ted Henry, **Seconded by** David Martin, to approve the Michigan Transportation Planning Association (MTPA) Conference Travel Request for four staff members to attend the conference at a cost of \$1,640, which includes registration and parking.

Motion passed unanimously.

VIII. FINANCES

A. Contract, Vouchers and Bills

Chairperson Himelhoch clarified the expenses regarding the bulk mail account. The first reimbursed Mr. Bradshaw for a large mailing and the second deposited funds into the account.

 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** Ted Henry, to approve the May Contract, Vouchers and Bills for a total of \$6,910.20 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** Ted Henry, **Seconded by** Alexander Isaac, to approve the Commission Expenses and Per Diems as submitted.

Motion passed unanimously.

(Documents on file with minutes)

C. Financial Update

Derek Bradshaw reviewed the Financial Statements.


 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** Martin Cousineau, to approve the Financial Update as presented.

Motion passed unanimously.

(Documents on file with minutes)

D. Budget Transfer Request

Derek Bradshaw reviewed the Budget Transfer Request and explained that staff would like to set aside \$20,000 of unassigned fund balance to our Tech Upgrades reserve. Computer and software upgrades typically cost between \$40,000-\$50,000 every five years. Discussion ensued.

 **Motion: Action:** Approve, **Moved by** Alexander Isaac, **Seconded by** Martin Cousineau, to approve the following budget adjustments to increase Personnel accounts by \$45,000 for Transportation fund for staff time spent on Region VI 2019 grant transferring from Personnel accounts in Transportation fund for TSM Coordination; decrease Personnel accounts by \$45,000 for Transportation fund for staff time spent on TSM Coordination transferring to Personnel accounts in Transportation fund for Region VI 2019 staff; increase Transfers Out Other Fringe account by \$6,300 for provisional fringe rate charged to Solid Waste accounts transferring from Transfers Out, Indirect account; decrease Transfers Out Indirect account by \$6,300 for provisional fringe rate charged to Solid Waste accounts transferring to Transfers Out Other Fringe account; decrease Supplies account by \$1,500 transferring to Validated Parking account; increase Validated Parking account by \$1,500 transferring from Supplies account; and to commit \$20,000 of unassigned fund balance to our Tech Upgrades reserve.
Motion passed unanimously.
(Document on file with minutes)


IX. OLD BUSINESS

A. Project Status

1. 3-C Transportation Planning – April 2019 Status Report

Jason Nordberg stated that the Transportation and Community Development Divisions held three combined public input sessions last week regarding the draft FY 2020-2023 TIP and proposed Community Development Program projects. In total, approximately 60 people attended the sessions. Representatives from local units of government, MDOT, and the Road Commission were also in attendance to answer questions. Staff is currently meeting with state and federal agencies to review which projects may need air quality modeling. A 30-day public comment period will take place in June. Any comments received will be incorporated into the TIP before final approval is requested from the Technical Advisory Committee (TAC) and the Genesee County Metropolitan Alliance during July.

Derek Bradshaw presented the interactive Community Remarks map on the GCMPC website. Using the map, residents can view information regarding all proposed projects, as well as record their comments. Discussion ensued.

 **Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** David Martin, to receive and file the 3-C Transportation Planning report as presented.
Motion passed unanimously.
(Original on file with minutes)

2. Environmental Program Update – April 2019 Status Report


Sheila Taylor reviewed the Environmental Program Update.

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

3. Community Development Program – April 2019 Status Report


Sheila Taylor stated that HUD has provided staff with 2019 funding amounts for the CDBG, HOME and ESG programs. Overall, the County will receive approximately \$64,000 less than last year. The Action Plan is currently out for public comment through May 15th and a public hearing will be held tomorrow during the Community and Economic Development Committee meeting. Staff anticipates submitting the Action Plan to HUD for approval in mid-June.

Derek Bradshaw gave a brief overview of the previous legal action and settlement agreement between GCMPC and Operation Unification (OU). A judgment lien was placed against all OU properties to collect the settlement agreement's unpaid balance of \$6,000. An OU property was recently purchased, however, the owner was unable to transfer the property due to the lien. The property owner agreed to pay GCMPC \$5,400 and staff has released the lien. Discussion ensued.

 **Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** Ted Henry, to receive and file the Community Development Program report as presented. Motion passed unanimously. (Original on file with minutes)

4. Genesee County Plan Update – April 2019 Status Report

Christine Durgan reviewed the Genesee County Plan Update.

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

5. Director-Coordinator Report – April 2019 Status Report

Derek Bradshaw stated that the team leading the Forward Together County-wide economic development plan is holding a visioning summit on May 14th from 6:00 p.m. to 8:00 p.m. at Baker College.

 **Motion: Action:** Receive & File, **Moved by** Ted Henry, **Seconded by** Alexander Isaac, 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 9:07 a.m.

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