

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Tuesday, June 2, 2020, 8:00 a.m.**

**MINUTES**

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, June 2, 2020, in a Zoom meeting conference call format due to Coronavirus concerns.

**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, Jeffrey M. Peake, Gloria Nealy, Martin Cousineau, Mike LaPointe, Reggie Smith, and Ted Henry.

**Absent:** None.

**Others Present:** Derek Bradshaw, Christine Durgan, Sheila Taylor, Jason Nordberg, Katie Mehl, Andy Trudeau, and Nichole Odette.

**III. MINUTES**

**A. Minutes of the May 5, 2020 Regular Meeting**

**Motion: Action:** Approve, **Moved by** Mike LaPointe, **Seconded by** Cheryl Sclater, to approve the minutes of the May 5, 2020 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**

**A. Consultant Selection Committee**

Mike LaPointe stated the Consultant Selection Committee met to review proposals received for the Roundabout Implementation Study and is recommending the selection of Rowe Professional Services Company. Jason Nordberg explained that when selecting engineering firms, the Brooks Act must be followed which requires a selection process based on qualifications, not cost. The Roundabout Study RFP was released a second time because staff had requested work hours for tasks in the original Request for Proposals and

MDOT decided they could be used to determine project costs. The consultant will score the County's 3,000-plus federal aid intersections for roundabout suitability and then perform a more detailed secondary analysis on the top 10 to 12 intersections, including preliminary engineering and digital drone video. Three consultants submitted proposals and Rowe Professional Services received the highest score.

**Motion: Action:** Approve, **Moved by** David Martin, **Seconded by** Jeffrey M. Peake, to approve the report and recommendation of the Consultant Selection Committee to select Rowe Professional Services to perform the Roundabout Implementation Study.

Isaac – abstain

Motion passed.

(Documents on file with minutes)

## **VII. NEW BUSINESS**

### **A. Neighborhood Stabilization Program Changes**

Christine Durgan explained that 10 years ago, Genesee County received a large award from HUD to rehabilitate and/or demolish vacant and foreclosed properties under the Neighborhood Stabilization Program (NSP). Staff has determined changes to expedite spending the remaining funds to allow the Program to be closed-out. Katie Mehl reviewed the changes that will be submitted to HUD for approval, which include the addition of Opportunity Zones as target areas, the transfer of all current and future NSP Program Income to the CDBG Program, and the creation of a new project called the Neighborhood Purchase/Rehab/Resale Program (NPRR) under the CDBG Program. The NPRR will provide for a more flexible housing program that will serve a wider population, while at the same time stabilizing property values to keep the tax base strong. Staff is proposing to move \$200,000 from the CDBG HIP Program into this new project to create a base fund to get the program started. Discussion ensued.

## **VIII. FINANCES**

### **A. Contract, Vouchers and Bills**

**Motion: Action:** Approve, **Moved by** Ted Henry, **Seconded by** Jeffrey M. Peake, to approve the June Contract, Vouchers and Bills for a total \$33,212.29 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** Jeffrey M. Peake, **Seconded by** Ted Henry, 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** Jeffrey M. Peake, **Seconded by** Alexander Isaac, to approve the Financial Update as presented.

Motion passed unanimously.

(Documents on file with minutes)

## **IX. OLD BUSINESS**

### **A. Project Status**

#### **1. 3-C Transportation Planning – May 2020 Status Report**

Jason Nordberg reviewed the 3-C Transportation Planning Report.

**Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** Ted Henry, to receive and file the 3-C Transportation Planning report as presented.

Motion passed unanimously.

(Original on file with minutes)

#### **2. Environmental Program Update – May 2020 Status Report**

Sheila Taylor stated that the June 20<sup>th</sup> Recycle Day event has been cancelled and notices have been placed on our website and Facebook. Although preparations have begun for the July 21<sup>st</sup> event at Mott Community College, a final decision to hold the event has not been made due to COVID-19 concerns. The Michigan Department of Environment, Great Lakes, and Energy (EGLE) has extended the timeline to use the Scrap Tire Recycling Grant, so staff is considering dates in the fall to hold the tire collection. Staff is in the process of reviewing and providing feedback to Resource Recycling Systems (RRS) regarding the final report for the Solid Waste Evaluation Study, as well as the agenda for the stakeholder meeting and the public survey questions. Discussion ensued.

**Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** Jeffrey M. Peake, to receive and file the Environmental Program report as presented.

Motion passed unanimously.

(Original on file with minutes)

#### **3. Community Development Program – May 2020 Status Report**

Sheila Taylor reviewed the Community Development Program Report.

**Motion: Action:** Receive & File, **Moved by** Alexander Isaac, **Seconded by** Jeffrey M. Peake, to receive and file the Community Development Program report as presented.

Motion passed unanimously.

(Original on file with minutes)

#### **4. Director-Coordinator Report – May 2020 Status Report**

Derek Bradshaw stated that staff is currently reaching out to GLS Region V local units and road agencies to offer assistance in applying for the EDA grants made available through the CARES Act. Debby Compton, the Secretarial staff member that was laid off has been called back to work. Brett Blankenship, our Housing Rehab Inspector I, will be called back once the Home Improvement Program resumes operations. During 2018, staff applied for a State grant that would fund updates to the Genesee County and Lapeer County Hazard Mitigation Plans. Staff has received notification that the grant was awarded and can now begin the update process.

**Motion: Action:** Receive & File, **Moved by** Jeffrey M. Peake, **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 stated that the Genesee County Parks and Recreation Commission meetings should resume in the next couple of weeks.

**X. ADJOURNMENT**

Chairperson Himelhoch adjourned the meeting at 9:02 a.m.

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