

GENESEE-LAPEER-SHIAWASSEE REGION V PLANNING and DEVELOPMENT COMMISSION
Tuesday, July 25, 2023 6:00 p.m.

MINUTES

The Genesee-Lapeer-Shiawassee Region V Planning and Development Commission met at 6:00 p.m. on Tuesday, July 25, 2023, in the Harris Auditorium of the Genesee County Administration Building, on the third floor, 1101 Beach Street, Flint, Michigan.

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

I. INTRODUCTIONS

A. Roll Call

Present: Richard VanHaften, Destain Gingell and Derek Bradshaw

Absent/Excused: Cathy Lane, Chris Cannon, Ed Benning, Robert Johnson, Gregory Brodeur, Alan Himelhoch, Jeffrey Kelley, Shawnice Dorsey, Gabriel Lossing and Tom Kohlman

Others Present: Jacob Maurer, Kristofor Garris and Renate Soto

B. Approval of the Minutes of the GLS Region V PDC Regular Meeting held May 23, 2023

Motion: Action: Approve, **Moved by** Derek Bradshaw, **Supported by** Destain Gingell, to approve the minutes of the GLS Region V PDC regular meeting held May 23, 2023 as presented.

Motion carried unanimously.

(Documents on file in the GCMPC office)

C. Approval of the Agenda of GLS Region V PDC Meeting to be held July 25, 2023

Mr. Jacob Maurer stated there are two changes to the agenda; one being an additional check on the check register and the 2nd change is an added memo regarding the regional housing meeting, which is Item D under Action Items on the revised agenda handout.

Motion: Action: Motion to approve the amended agenda. **Moved by** Destain Gingell, **Supported by** Derek Bradshaw, to approve the agenda of the GLS Region V PDC meeting to be held July 25, 2023.

Motion carried unanimously.

(Documents on file with minutes)

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

No one spoke at this time.

E. Communications

1. Village of Almont Notification of Master Plan Preparation

Mr. Kris Garris stated we have received communications from the Village of Almont notifying us that they are preparing their Master Plan.

2. Perry Township Master Plan Public Hearing

Mr. Garris stated we received notification from Perry Township announcing a public hearing on their draft Master Plan.

II. ACTION ITEMS

A. Financial Report

1. Checks

Mr. Derek Bradshaw reviewed the checks for the committee. The checks totaled \$16,778.76. He noted the additional check for the venue for the next Regional Housing meeting.

Motion: Action: Approve the payment of the checks. **Moved by** Destain Gingell, **Supported by** Derek Bradshaw, to approve the checks in the amount of \$16,778.76 and authorize signing by the proper authorities.

Motion carried unanimously.

(Documents on file with minutes)

2. Year-to-Date 2023 Financials

Mr. Bradshaw reviewed the Year-to-Date 2023 financials for the committee, including the Revenue Budget Variance Report, the Statement of Expenditures, and the Balance Sheet.

Motion: Action: To approve the Year-to-Date 2023 Financials.

Moved by Destain Gingell, **Supported by** Derek Bradshaw, to approve the Year-to-Date 2023 Financials for October 1, 2022 to June 30, 2023.

Motion carried unanimously.

(Documents on file with minutes)

B. FY 2023 Budget Adjustments

Mr. Bradshaw explained that the budget adjustments are to add in the Regional Housing Partnership grant we received from the State of Michigan. We will have this grant for approximately 1.5 to 2 years and the funds will be split with our non-profit partner in this endeavor, Communities First.

Motion: Action: Motion to approve. **Moved by** Destain Gingell, **Supported by** Derek Bradshaw, to approve the Fiscal Year 2023 Budget Adjustments.

Motion carried unanimously.

(Documents on file with minutes)

C. FY 2023 Region V Work Program Amendment #1

Mr. Maurer stated that Amendment #1 will move funds between 2 lines items in the Work Program. This was reflected in the Budget Adjustment that was just approved. There will be more public involvement implemented than originally anticipated, so this adjustment will cover more advertising for that public involvement.

Motion: Action: Motion to approve. **Moved by** Derek Bradshaw, **Supported by** Destain Gingell, to approve Amendment #1 to the FY 2023 GLS Region V Work Program.

Motion carried unanimously.

(Documents on file with minutes)

D. Regional Housing Partnership Meeting

Mr. Jacob Maurer stated Region V will be working with Communities First to host a 2nd meeting to develop an action plan for housing in Region H. Included in the agenda packet, are the estimated expenses for that event.

Motion: Action: Motion to approve. **Moved by** Destain Gingell, **Supported by** Derek Bradshaw, to approve the Regional Housing Partnership Meeting expenses.

Motion carried unanimously.

(Documents on file with minutes)

E. Consultant Selection for Biennial Audit of GLS Region V

Mr. Garris stated that every 2 years, GLS Region V is subject to an audit. Staff sent out notices for the Request for Proposals (RFP) to over twenty firms in each of the three counties. Three proposals were returned in response to the RFP and were scored and reviewed by our staff. After reviewing the scoring summary, staff is recommending that GLS Region V enter into an agreement with Smith & Klaczkiwicz, P.C. This firm earned the highest overall score on the attached scoring criteria chart. The total cost for this audit is \$7,000.00 and staff is requesting approval for Derek Bradshaw to sign all contracts and documents related to this audit. Derek Bradshaw mentioned that although this firm did not propose the lowest price, staff feels they are the most qualified and had the most experience for this type of audit.

Motion: Action: Motion to approve. **Moved by** Destain Gingell, **Supported by** Derek Bradshaw, to approve moving forward with entering into an agreement with Smith & Klaczkiwicz, P.C. to perform the biennial GLS Region V audit and to approve Derek Bradshaw to sign all contracts/documents related to the audit.

Motion carried unanimously.

(Documents on file with minutes)

III. DISCUSSION ITEMS

A. MAR Update

Mr. Bradshaw updated the Committee and stated that the State of Michigan is still looking at potentially funding some staff time for Region V staff to help communities fill out and submit recreational fund grant applications. There is a large amount of recreational funding available, but the State does not have the staff to help communities with this project.

IV. ANNOUNCEMENTS

V. ADJOURNMENT

Chairperson VanHaften adjourned the meeting at 6:25 p.m.

Respectfully submitted,
Renate Soto, Secretary
Genesee County Metropolitan Planning Commission