

GENESEE COUNTY METROPOLITAN PLANNING COMMISSION
Tuesday, August 4, 2020, 8:00 a.m.

MINUTES

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, August 4, 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, and Reggie Smith.

Absent: Ted Henry.

Others Present: Derek Bradshaw, Christine Durgan, Sheila Taylor, Jason Nordberg, Sharon Gregory, and Nichole Odette.

III. MINUTES

A. Minutes of the July 7, 2020 Regular Meeting

Motion: Action: Approve, **Moved by** Mike LaPointe, **Seconded by** Alexander Isaac, to approve the minutes of the July 7, 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

Chairperson Himelhoch stated that Reggie Smith, Chairperson of the Elections Committee, will be setting a time to meet to prepare a slate of Officers to be voted on at the September meeting. If you are interested in serving as an GCMPC Officer, please let Reggie, Derek, staff or myself know prior to the next meeting.

VII. NEW BUSINESS

A. 2020 Transportation Road Projects

Sharon Gregory presented an overview of how the Transportation Improvement Program (TIP) projects were moved forward and obligated for the fiscal year. All funding programmed for Genesee County was spent, including \$19 million for road projects, \$21 million for transit projects, and \$39 million for MDOT projects, for a total of \$79 million. Local match was \$4 million, which made it possible to leverage \$75 million in transportation funds for Genesee County. Phase one of the Dort Hwy extension project has begun and includes construction of the three roundabouts. For FY 2021, approximately \$18 million in road projects, \$17 million in transit projects, and \$110 million in MDOT projects are programmed. The local match for 2021 is \$6 million, so our office will leverage \$140 million in funding. Ms. Gregory demonstrated how the location and details regarding each 2020-2023 TIP project can be found on the GCMPC website using the GIS map gallery. Discussion ensued.

B. Contract Extension for Audit Services

Derek Bradshaw explained that staff is requesting a one-year contract extension with Smith & Klaczkiwicz, PC. The current contract allows for two (2) one-year contract extensions at the current audit cost.

Motion: Action: Approve, **Moved by** Martin Cousineau, **Seconded by** Alexander Isaac, to approve the one-year contract extension with Smith & Klaczkiwicz, PC to perform the 2020 GCMPC Audit, with the term of the extension beginning October 1, 2020 and ending September 30, 2021.

VIII. FINANCES

A. Contract, Vouchers and Bills

Motion: Action: Approve, **Moved by** Alexander Isaac, **Seconded by** Gloria Nealy, to approve the August Contract, Vouchers and Bills for a total \$7,646.01 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** Martin Cousineau, **Seconded by** Jeffrey M. Peake, 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 Update.

Motion: Action: Approve, **Moved by** Jeffrey M. Peake, **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.

Motion: Action: Approve, **Moved by** Alexander Isaac, **Seconded by** Jeffrey M. Peake, to approve the budget adjustments to transfer \$180,000 from Salary to Other Fringes; transfer \$180,000 from CD Revenues to Indirect; increase Local Match Revenue from MTA to \$16,665; and commit \$15,000 of unassigned fund balance to our Tech Upgrades reserve.

Motion passed unanimously.

(Documents on file with minutes)

IX. OLD BUSINESS

A. Project Status

1. 3-C Transportation Planning – July 2020 Status Report

Jason Nordberg stated that staff worked with the local units, road agencies, the Road Commission, MTA, MDOT and the Federal Highway Administration to ensure that all FY 2020 projects moved forward. The Roundabout Study contract with Rowe Professional Services was approved by MDOT and has been submitted to the Board of Commissioners for approval.

Motion: Action: Receive & File, **Moved by** Jeffrey M. Peake, **Seconded by** Reggie Smith, to receive and file the 3-C Transportation Planning report as presented.

Motion passed unanimously.

(Original on file with minutes)

2. Environmental Program Update – July 2020 Status Report

Sheila Taylor stated that 415 vehicles came through the July 21st Recycle Day Event at Mott Community College (MCC), which is the average amount of vehicles for this location. The next and final Recycle Day event will take on August 18th at MCC from 2:00 p.m. to 6:00 p.m. On August 11th, Resource Recycling Systems (RRS) will host a Zoom meeting for local officials to present the results of the Solid Waste Study and discuss the next steps.

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

Motion passed unanimously.

(Original on file with minutes)

3. Community Development Program – July 2020 Status Report

Sheila Taylor stated that Genesee County has received its 2020 Program Year funding from HUD and contracts have been sent to all local units and agencies. The first round of project applications for CARES Act funding were due on July 20th. The call for projects was targeted to current ESG grantees and agencies that can administer rent and utility assistance programs, such as Catholic Charities, GCCARD and Metro Community Development. Eight applications were received and are being reviewed. Staff will need to amend the current Action Plan to include the CARES Act funding. The amended Action Plan will go through the committee approval process and a public comment period prior to being sent to HUD for approval and release of funds. Staff anticipates receiving the funding in September.

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

Motion passed unanimously.

(Original on file with minutes)

4. Director-Coordinator Report – July 2020 Status Report

Derek Bradshaw stated that staff recently assisted the City of Clio obtain pedestrian counts at its stop light. Staff set up our pedestrian counters on each walkway, which provided the City with real pedestrian counts versus trying to obtain them manually.

Staff is continuing to work on the budget. An initial budget request was submitted, and we are still waiting for final numbers. A budget meeting is this scheduled for this Thursday.

Chairperson Himelhoch stated that based on the Governor's orders, we will probably have to plan on a Zoom meeting for September.

Motion: Action: Receive & File, **Moved by** Jeffrey M. Peake, **Seconded by** Reggie Smith, 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's meetings and events.

X. ADJOURNMENT

Chairperson Himelhoch adjourned the meeting at 8:38 a.m.

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