

GENESEE-LAPEER-SHIAWASSEE REGION V PLANNING and DEVELOPMENT COMMISSION
Tuesday, September 26, 2023 6:00 p.m.

MINUTES

The Genesee-Lapeer-Shiawassee Region V Planning and Development Commission met at 6:00 p.m. on Tuesday, September 26, 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 6:00 p.m.

I. INTRODUCTIONS

A. Roll Call

Present: Richard VanHaften, Destain Gingell, Ed Benning, Alan Himelhoch and Gregory Brodeur

Absent/Excused: Chris Cannon, Derek Bradshaw, Jeffrey Kelley, Shawnice Dorsey, Joe Massey, Gabriel Lossing and Tom Kohlman

Others Present: Jacob Maurer, Kristofor Garris, and Renate Soto. William Hamilton, a Lapeer County Board of Commissioner, introduced himself and said he is sitting in for Tom Kohlman.

B. Approval of the Minutes of the GLS Region V PDC Regular Meeting held July 25, 2023

Motion: Action: Approve, **Moved by** Ed Benning, **Supported by** Gregory Brodeur, to approve the minutes of the GLS Region V PDC regular meeting held July 25, 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 September 26, 2023

Motion: Action: Motion to approve the agenda. **Moved by** Alan Himelhoch, **Supported by** William Hamilton, to approve the agenda of the GLS Region V PDC meeting to be held September 26, 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

None

II. ACTION ITEMS

A. Financial Report

1. Checks

Ms. Chris Durgan stated she is sitting in for Derek Bradshaw tonight. She reviewed the checks for the committee. Many of the checks are costs related to the regional housing

plan, such as costs for public meetings and advertising and the costs related to our staff who act as consultants for Region V. The checks totaled \$26,397.59.

Motion: Action: Approve the payment of the checks. **Moved by** Gregory Brodeur, **Supported by** Alan Himelhoch, to approve the checks in the amount of \$26,397.59 and authorize signing by the proper authorities.

Motion carried unanimously.

(Documents on file with minutes)

2. Year-to-Date 2023 Financials

Ms. Durgan 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 Alan Himelhoch, **Supported by** Destain Gingell, to approve the Year-to-Date 2023 Financials for October 1, 2022 to August 31, 2023.

Motion carried unanimously.

(Documents on file with minutes)

B. FY 2023 Budget Adjustments

Ms. Durgan explained the two budget adjustments, one to transfer funds from Service Contracts to Consultants to cover some additional staff costs related to PASER and the other transfer to cover an increased back charge.

Motion: Action: Motion to approve. **Moved by** Alan Himelhoch, **Supported by** William Hamilton, to approve the Fiscal Year 2023 Budget Adjustments.

Motion carried unanimously.

(Documents on file with minutes)

C. Authorization for Year End Budget Adjustments

Ms. Durgan stated that each year, prior to end of fiscal year, staff makes a request to give Derek Bradshaw, Fiscal Officer, authority to make budget transfers that do not exceed 25% of the total amount of the line item, or any changes to line items less than \$6,000. Budget transfers exceeding 25% of the total amount of the line item would be presented to the Commission for approval.

Motion: Action: Motion to approve. **Moved by** Gregory Brodeur, **Supported by** William Hamilton, to approve authorization for year-end budget adjustments.

Motion carried unanimously.

(Documents on file with minutes)

D. Approval of the Fiscal Year 2024 Budget

Mr. Jacob Maurer reviewed the 2024 budget indicating the reduction of the Regional Prosperity grant, the increase of the Regional Housing Grant and including the biennial audit that will be taking place in 2024.

Motion: Action: Motion to approve. **Moved by** Ed Benning, **Supported by** Alan Himelhoch, to approve the 2024 budget and resolution as presented.

Motion carried unanimously.

(Documents on file with minutes)

E. Pass-Through Agreement between the Genesee County Metropolitan Planning Commission (GCMPC) and the Genesee-Lapeer-Shiawassee Region V Planning and Development Commission (GLS Region V)

Mr. Maurer stated this Pass-Through Agreement between GCMPC and Region V, is signed annually and supports our 3-year agreement with MDOT. Staff thoroughly reviewed the agreement and the only updates to the agreement were funding and date changes, with the funding being very similar to last year's agreement. At this time, staff is requesting that the GLS Region V Planning and Development Commission approve the agreement as well as the authority for Derek Bradshaw, Fiscal Officer, to sign the agreement through the approval of the attached resolution.

Motion: Action: Motion to approve. **Moved by** Destain Gingell, **Supported by** William Hamilton to approve the Pass-Through Agreement as well as authority for Derek Bradshaw, Fiscal Officer, to sign the agreement through the approval of the attached resolution.

Mr. Alan Himelhoch stated that he did not review this agreement as legal counsel for this Commission.

Motion carried unanimously.

(Documents on file with minutes)

F. Statement of Agreement for 2020 Draft Adjusted Census Urban Boundaries (ACUB) Establishment & Revision

Mr. Kris Garris stated that beginning in June, staff met with local road and transit agencies to review the proposed Urbanized Area boundaries defined by the 2020 U.S. Census. This workshop was held in coordination with MDOT, to develop jointly agreed upon boundaries for each urban area. The workshop was attended by multiple transportation stakeholders within the Genesee-Lapeer-Shiawassee (GLS) Region V area. The maps for the Durand Urban Area, Lapeer Urban Area and the Owosso Urban Area are a result of this workshop. At this time, staff is requesting concurrence from the GLS Region V Planning and Development Commission; as well as the authority for Richard Van Haaften, Chairperson, to sign the Statement of Agreements for the Adjusted Census Urban Boundaries.

Motion: Action: Motion to approve. **Moved by** Ed Benning, **Supported by** Gregory Brodeur, to approve concurrence from the GLS Region V Commission as well as authority for Richard Van Haaften, Chairperson, to sign the Statement of Agreements for the Adjusted Census Urban Boundaries.

Motion carried unanimously.

(Documents on file with minutes)

Discussion ensued.

III. DISCUSSION ITEMS

A. Regional Housing Partnership

Ms. Sheila Taylor stated that at the May meeting, she came to this Commission to request approval for GLS Region V to work as a co-lead agency with Communities First, Inc. to develop a Regional Housing Plan for Region H, which includes Genesee, Lapeer, Shiawassee, Tuscola, Huron, Sanilac, and St. Clair Counties. Meetings were held in July and August, working with community leaders, housing developers, municipalities, and community agencies to develop an action plan that highlights the goals, strategies, and key performance indicators outlined in the Regional Housing Partnership. The action plan

was due to the state by the end of August and a public comment period was held from September 5 to September 25. Today, staff met with their assigned work groups and went over all the public comment received to make any necessary adjustments to the Plan, the comments will then be considered by the Steering Committee and the final plan will be submitted to MSHDA no later than September 30th. Once the plan is approved by the state, staff will prepare a more detailed presentation for this Commission.

B. Call for Proposals: Culvert Inventories & Condition Assessments

Mr. Garris stated as part of the FY 2024 asset management budget for the GLS Region V, funding has been set aside to assist with data collection of roadway culverts. Staff is seeking proposals from Act-51 Road Agencies located in Genesee, Lapeer and Shiawassee Counties who are interested in reimbursement for culvert inventories, condition assessments, and data submission. Requests up to \$9,000 will be considered. Successful applicants must enter into a Memorandum of Agreement (MOA) with GLS Region V prior to funds being made available. Staff will evaluate and score the proposals and provide further instructions and next steps if selected.

C. Rural Task Force FY 2024-2026 Transportation Improvement Program (TIP) Allocation Adjustments

Mr. Garris stated GLS region V Rural Task Force received new federal allocation estimates for FY 2024 through FY 2026. Lapeer and Shiawassee Counties will see a total increase of approximately \$100,000 in Category D funding, and a total decrease in Rural funding of approximately \$140,000. To remain fiscally constrained, funding programmed in fiscal years 2024-2026 will be adjusted to match estimates. Staff is currently working with local road and transit agencies to adjust currently programmed projects.

IV. ANNOUNCEMENTS

Mr. Ed Benning is very excited to announce that a press conference was held to unveil the veteran's village project of 24 tiny homes in Flint. The first two homes were built by an Amish group and GISD students, both being 450 square feet. This project has been 5 years in the works, will include eight - 250 square foot homes and 16 - 450 square foot homes and will be available to area homeless veterans. A large event center will be built for the residents to enjoy activities.

V. ADJOURNMENT

Chairperson VanHaften adjourned the meeting at 6:28 p.m.

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