

**GENESEE-LAPEER-SHIAWASSEE REGION V PLANNING and DEVELOPMENT COMMISSION  
Tuesday, September 28, 6:00 p.m.**

**MINUTES**

The Genesee-Lapeer-Shiawassee Region V Planning and Development Commission met at 6:00 p.m. on Tuesday, September 28, 2021, in the Conference Room of the Genesee County Metropolitan Planning Commission (GCMPC), Room 222, 1101 Beach Street, Flint, Michigan.

Chairperson Van Haften called the meeting to order at 6:01 p.m.

**I. INTRODUCTIONS**

**A. Roll Call**

**Present:** Jeffrey Kelley (Swartz Creek-Genesee County), Cathy Lane (Grand Blanc Twp-Genesee County), Richard Van Haften (Lapeer-Lapeer County), and Destain Gingell (Lapeer County), and Derek Bradshaw.

**Absent/Excused:** Alan Himelhoch, Ed Benning, Shawnice Dorsey, Robert Johnson, Gregory Brodeur, and Mike Hemmingsen.

**Others Present:** Jason Nordberg, Sharon Gregory, Amy Fuoss, and Jill Floeter.

**B. Approval of the Minutes of the GLS Region V PDC Regular Meeting held July 27, 2021**

**Motion: Action:** Approve, **Moved by** Cathy Lane, **Supported by** Jeffrey Kelley, to approve the minutes of the GLS Region V PDC regular meeting held July 27, 2021 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 28, 2021**

**Motion: Action:** Approve, **Moved by** Cathy Lane, **Supported by** Jeffrey Kelley, to approve the agenda of the GLS Region V PDC meeting to be held September 28, 2021 as presented.

**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. PUBLIC HEARING**

**A. Proposed GLS Region V PDC FY 2022 Budget**

No one spoke at this time.

## **F. Communications**

### **1. Hadley Township Master Plan Update and Notice to Public Hearing**

Ms. Gregory stated the Hadley Township Master Plan is still in the public comment period and there will be a hearing on October 19, 2021 at 7:00 p.m. Ms. Gregory stated if there are any questions please contact Cory Christensen, Planner at Rowe Professional Services Company.

## **II. ACTION ITEMS**

### **A. Financial Report**

#### **1. Report**

Mr. Bradshaw reviewed the Financial Report for the period ending August 31, 2021.  
(Documents on file in the GCMPC office)

**Motion: Action:** Approved, **Moved by** Jeffrey Kelley, **Supported by** Cathy Lane, to approve the Financial Report as presented.

**Motion carried unanimously.**

(Documents on file with minutes)

#### **2. Checks**

Ms. Gregory reviewed the checks totaling \$12,999.84.

**Motion: Action:** Approved, **Moved by** Jeffrey Kelley, **Supported by** Cathy Lane, to approve the checks in the amount of \$12,999.84 and authorize the signing by the proper authorities.

**Motion carried unanimously.**

(Documents on file with minutes)

### **B. Fiscal Year 2021 Budget Adjustments**

Mr. Bradshaw advised as part of the budgetary process, revenues and expenditures must be adjusted after the budget has been adopted. At this time, staff is requesting approval for the below budget adjustments:

- Increase bank account interest by \$15.00
- Increase advertising by \$850.00
- Decrease consultants by \$800.00
- Increase supplies by \$285.00
- Decrease salary, per diem by \$285.00
- Increase MDOT-Rural Task Force by \$500.00
- Decrease MDOT-Planning Grant by \$500.00

**Motion: Action:** Approve, **Moved by** Jeffrey Kelley, **Supported by** Cathy Lane, to approve the FY 2021 Budget Adjustments as presented.

**Motion carried unanimously.**

(Documents on file with minutes)

### **C. Authorization for Year End Budget Adjustments**

Mr. Bradshaw advised to close out the Fiscal Year, adjustments to the budget may be needed due to unforeseen item shortfalls. Mr. Bradshaw is requesting the 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 \$6,000.00. Budget transfers exceeding 25% of the total amount of the line item will be presented to the Commission for approval.

**Motion: Action:** Approve, **Moved by** Jeffrey Kelley, **Supported by** Cathy Lane, to approve the Authorization for Year End Budget Adjustments as presented.

**Motion carried unanimously.**

(Documents on file with minutes)

#### **D. Approval of the Fiscal Year 2022 Budget**

Mr. Bradshaw reviewed the Genesee-Lapeer-Shiawassee (GLS) Region V Planning and Development Commission's FY 2022 budget. Amy Fuoss, Financial Analyst, was also on hand to answer any questions. At this time staff is requesting that the GLS Region V Planning and Development Commission approve the FY 2022 budget and resolution, as well as the authority for Richard Van Haften, Chairperson, to sign the resolution for the fiscal year commencing October 1, 2021, and ending September 30, 2022.

Discussion ensued.

**Motion: Action:** Approve, **Moved by** Jeffrey Kelley, **Supported by** Cathy Lane, to approve the Fiscal Year 2022 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. Nordberg stated that this is the typical agreement that allows GCMPC to pay for staff services to implement the Michigan Department of Transportation (MDOT) funded regional transportation work program. The only changes on this agreement from last year are the dates for this year and a slight cost increase. Currently, 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 approval of the attached resolution.

**Motion: Action:** Approve, **Moved by** Cathy Lane, **Supported by** Jeffrey Kelley, to approve the 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) and the authority for Derek Bradshaw, Fiscal Officer, to sign the agreement through the approval of the attached resolution.

**Motion carried unanimously.**

(Documents on file with minutes)

#### **F. Extension of the FY 2021 Asset Management Project Authorization (PA) until September 30, 2022**

Mr. Nordberg explained the Michigan Transportation Asset Management Council (TAMC) is allowing agencies that received FY 2021 Asset management funding to extend the use of the funds until September 30, 2022. To be able to use the 2021 fiscal year

funding in the 2022 fiscal year, the current MDOT Project Authorization (PA) that expires September 30, 2021 must be extended until September 30, 2022. Staff recommends that the Genesee-Lapeer-Shiawassee Region V Planning & Development Commission approve the extension of the FY 2021 Asset Management PA until September 30, 2022, as well as the authority for Derek Bradshaw, Fiscal Officer, to sign the PA through approval of the attached resolution.

**Motion: Action:** Approve, **Moved by** Cathy Lane, **Supported by** Jeffrey Kelley, to approve the FY 2021 Asset Management Project Authorization Extension until September 30, 2022 through the approval of attached resolution.

**Motion carried unanimously.**

(Documents on file with minutes)

### **III. DISCUSSION ITEMS**

#### **A. MAR Update**

Mr. Bradshaw stated that the Michigan Association of Regions (MAR) applied for a grant but has nothing else to add at this time.

#### **B. History Trail Network Update**

Ms. Gregory stated the Huron County Economic Development Corporation (EDC) has started work on the History Trail Network. They are in the process of reaching out to the Economic Development departments of Lapeer, Genesee, Shiawassee, Sanilac, Tuscola, and St. Clair Counties for local information on historical organizations in each county. The Huron County EDC is compiling information from the State of Michigan on the state historic markers in each county. They have also reached out to the Michigan History Center to request any information that may be helpful to the project. In addition, the Huron EDC is working with their marketing company on how to best aggregate the information and put it into a workable format for print and on-line viewing. There is a lot of information to deliver, such as organization names, addresses, websites, social media links, days, and hours of operations, and if they are open year-round or seasonally. Research on the Augmented Reality software portion of the project continues.

Discussion ensued.

#### **C. FY 2024-2026 Small Urban Program Call for Projects**

Ms. Gregory stated that MDOT has issued the FY 2024-2026 Small Urban Program Call for Projects (CFP). The maximum amount awarded to a project is \$385,000 in federal funds. Agencies are responsible for at least a 20%

local match for road and bridge projects. Transit projects are matched with State Comprehensive Transportation Funds. Funding can only be used for construction costs or for transit capital and/or operating expenses. Projects are awarded on a rotating basis to small urban areas with populations of 5,000 to 50,000. Staff is responsible for the Lapeer Small Urban area, the Owosso/Corunna Small Urban area, and the Goodrich-Ortonville Small Urban area. Meeting dates to select projects have already been set up for all three areas. The meeting dates are as follows: Lapeer on October 15th, Goodrich-Ortonville on October 19th, and Owosso-Corunna on

October 27th. Project applications are due to MDOT by the deadline of December 1, 2021.

#### **D. FY 2023-2026 Rural Task Force (RTF) Program Call for Projects**

Ms. Gregory explained that MDOT has issued the FY 2023-2026 Rural Task Force Program Call for Projects (CFP). The purpose of this CFP is to solicit projects from local rural highway and transit agencies wishing to utilize Federal

Surface Transportation Block Grant Program (STBG) and State Transportation Economic Development Fund Category D (State D) funding for FY 2023 - 2026.

STBG funds require at least a 20% non-federal match and State D funds require at least 20% non-state match. STBG funds must be spent on construction costs, contingencies for highway projects, or transit capital projects. State D funds must be used for physical construction only. Ms. Gregory stated staff will be coordinating RTF meetings soon. Projects are due to our office by January 14, 2022.

Discussion ensued.

#### **E. Hazard Mitigation Plan Update for Genesee and Lapeer Counties**

Ms. Gregory explained the Genesee County plan was approved by committee on June 10<sup>th</sup> and sent to the Michigan State Police (MSP) for review and approval. Staff has completed changes to the Genesee County plan based on feedback received from the MSP. These changes have been resubmitted to the MSP and staff is now waiting for follow-up comments. The Lapeer County plan was approved by committee on July 14<sup>th</sup> and sent to MSP for review and approval. Upon approval from the MSP, the plans will be submitted to the Federal Emergency Management Agency (FEMA) for review and approval. Once the plans are approved by MSP and FEMA, staff will then request each local unit of government, including county boards within each county, to locally adopt their respective plan. Local adoption is required for local governments to be eligible for funding through FEMA.

Discussion ensued.

#### **F. Lapeer County Recreation Plan Update**

Ms. Gregory stated in September, a public input survey was released to all Lapeer County municipalities. In addition, a press release was included in the Lapeer Area View Newspaper notifying the public of the input survey. The survey is being used to gather input regarding Lapeer County's park and recreational goals and objectives over the next five years. Over 200 responses have been received and a public input session is scheduled for Wednesday, October 6<sup>th</sup>, 2021, at 5:00 p.m. at the Lapeer County Complex, Commission Chambers, 255 Clay St. Lapeer. The meeting will gather input to be used in determining the goals and objectives for the plan.

#### **G. 2021 Asset Management PASER Update**

Ms. Gregory explained between July and September of 2021, staff worked with Local Road Agencies (LRA), to comply with the State of Michigan Transportation Asset Management Council's mandate that all federal aid roads be rated using the PASER Road Rating System at least once every other year. In 2021, staff and LRAs surveyed the condition of all federal aid roads in Genesee, Lapeer, and Shiawassee Counties. Staff and Lapeer County Road Commission also rated all non-federal aid roads in Lapeer County. Below are preliminary results of the 2021 PASER survey,

showing the percentage of total lane miles in each rating category:

**Genesee County:** Federal Aid pavement conditions improved slightly between 2018 and 2021, with a decrease in percentage of poor roads, an increase in fair roads and good roads.

**Shiawassee County:** Federal Aid pavement conditions improved between 2019 and 2021, with a slight decrease in percentage of poor roads, a decrease in fair roads, and an increase in good roads.

**Lapeer County:** Federal Aid pavement conditions improved slightly between 2019 and 2021, with a decrease in percentage of poor roads, the percentage of fair roads stayed the same, and an increase in good roads.

Discussion ensued.

#### **IV. ANNOUNCEMENTS**

Mr. Kelley asked if we could reach out to Shiawassee County again regarding getting a representative for that County. Ms. Gregory stated she has reached out several times but would be happy to do so again.

Ms. Gregory also stated that the MSU Extension along with the GLS Region V Planning and Development Commission is offering a free workshop on October 21, 2021. This workshop will provide guidance for local governments on the American Rescue Plan Act (ARPA) spending. The workshop will be offered in-person and also by Zoom. Staff will be sending out an e-mail with more information.

#### **V. ADJOURNMENT**

**Motion: Action:** Approve, **Moved by** Jeffrey Kelley, **Supported by** Cathy Lane, to approve the adjournment of the September 28, 2021, GLS Region V PDC meeting.

**Motion carried unanimously.**

Chairperson VanHaaften adjourned the meeting at 6:54 p.m.

Respectfully submitted,  
Jill Floeter, Secretary  
Genesee County Metropolitan Planning Commission