

**GENESEE COUNTY METROPOLITAN PLANNING COMMISSION**  
**Tuesday, September 7, 2021, 8:00 a.m.**

**MINUTES**

The Genesee County Metropolitan Planning Commission met at 8:00 a.m. on Tuesday, September 7, 2021, in the Conference Room of the Genesee County Metropolitan Planning Commission (GCMPC), 1101 Beach Street, Room 222, Flint, Michigan.

 **I. CALL TO ORDER**

Secretary Nealy called the meeting to order at 8:07 a.m.

 **II. ROLL CALL**


**Present:** Gloria Nealy, Mike LaPointe, Reggie Smith, Domonique Clemons, Meredith Davis, and Tyler Rossmassler.

**Absent:** Alan Himelhoch, Alexander Isaac, Cheryl Sclater, Debra Newman, and Jeffrey M. Peake.

**Others Present:** Caitlyn Habben, Joseph Rizk, Jeremy Smith, Derek Bradshaw, Christine Durgan, Jason Nordberg, Sheila Taylor, Anthony Kelly, Alicia Williams, Gwynneth Coselman, and Nichole Odette.

**III. MINUTES**

 **A. Minutes of the August 3, 2021 Regular Meeting**

 **Motion: Action:** Approve, Reggie Smith, **Seconded by** Mike LaPointe, to approve the minutes of the August 3, 2021 regular meeting as presented.  
Motion carried 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. Budget Committee**

 **1. Approval of FY 2021-2022 GCMPC Budget**

Derek Bradshaw explained that the Budget Committee met on August 26<sup>th</sup> to review and discuss the FY 2021-2022 GCMPC Budget. Revenues are down slightly from last year, which is due to the CARES Act funds being spent down. Staffing levels are about the same as last year. Mr. Bradshaw commended Amy Fuoss, our Accountant, for an excellent job preparing the budget. The Budget Committee made a recommendation of approval of the FY 2021-2022 Budget to the full Commission.

 **Motion: Action:** Approve, **Moved by** Reggie Smith, **Seconded by** Mike LaPointe, to approve the FY 2021-2022 GCMPC Budget.

Motion passed unanimously.


(Documents on file with minutes)

## **B. Election Committee**

### **1. Election of Officers**

Reggie Smith stated that the Election Committee recommends the following to serve as GCMPC Officers for the upcoming year: Alan Himelhoch, as Chairperson, Mike LaPointe as Vice Chairperson, and Gloria Nealy as Secretary.

Reggie Smith opened the floor for nominations of GCMPC Chairperson, Vice Chairperson, and Secretary. There were no other nominations. Mike LaPointe accepted the nomination of Vice Chairperson. Gloria Nealy accepted the nomination of Secretary. Mr. Smith stated that Alan Himelhoch has confirmed that he would accept the nomination of Chairperson.

 **Motion: Action:** Elect, **Moved by** Reggie Smith, **Seconded by** Tyler Rossmassler, to elect the following slate of Officers for the upcoming year by acclamation. Alan Himelhoch as Chairperson, Mike LaPointe as Vice Chairperson, and Gloria Nealy as Secretary.

Motion passed unanimously.

## **VII. NEW BUSINESS**

### **A. FOS-07-21-04; Mundy Township, Henry and Linda Jennings Trust – Application for Farmland Agreement**

Anthony Kelly gave an overview of FOS-07-21-04; Mundy Township, Henry and Linda Jennings Trust – Application for Farmland Agreement. Neither the Jennings, nor a representative from Mundy Township were present.


Derek Bradshaw stated that all three Farmland Reviews can be voted on together.

### **B. FOS-07-21-05; Mundy Township, Henry and Linda Jennings Trust – Application for Farmland Agreement**

Anthony Kelly gave an overview of FOS-07-21-04; Mundy Township, Henry and Linda Jennings Trust – Application for Farmland Agreement. Mr. Kelly explained that the parcel is zoned Mobile Home District; however, he contacted the State of Michigan and learned that this designation will not disqualify the parcel from enrollment in PA 116. Staff recommends that Mundy Township consider updating its Zoning and Future Land Use Map if they wish to preserve farmland and open space in this area.

 **C. FOS-07-21-06; Mundy Township, Henry and Linda Jennings Trust – Application for Farmland Agreement**

Anthony Kelly gave an overview of FOS-07-21-06; Mundy Township, Henry and Linda Jennings Trust – Application for Farmland Agreement.

 **Motion: Action:** Approve, **Moved by** Reggie Smith, **Seconded by** Mike LaPointe, to approve staff recommendations regarding FOS-07-21-04; FOS-07-21-05; and FOS-07-21-06; Mundy Township, Henry and Linda Jennings Trust – Applications for Farmland Agreements.

Motion carried unanimously.

(Documents on file with minutes)

 **D. MPR-07-21-03; Vienna Township Master Plan Update**

Gwynneth Coselman provided an overview of MPR-07-21-03; Vienna Township Master Plan Update. Joseph Rizk, Vienna Township Supervisor, and Caitlyn Habben of Rowe Professional Services were present to answer questions.

 **Motion: Action:** Approve, **Moved by** Mike LaPointe, **Seconded by** Meredith Davis, to approve staff recommendations regarding MPR-07-21-03; Vienna Township Master Plan Update.

Motion carried unanimously.

(Documents on file with minutes)

 **E. MPR-08-21-04; Grand Blanc Township Master Plan Update**

Alicia Williams provided an overview of MPR-08-21-04; Grand Blanc Township Master Plan Update. Jeremy Smith, Grand Blanc Township's Planning & Zoning Administrator, was present to answer questions.

 **Motion: Action:** Approve, **Moved by** Mike LaPointe, **Seconded by** Reggie Smith, to approve staff recommendations regarding MPR-08-21-04; Grand Blanc Township Master Plan Update.

Motion carried unanimously.

(Documents on file with minutes)


 **F. Congestion Mitigation Air Quality (CMAQ) Funding Award (Rideshare)**

Sheila Taylor explained that MDOT will provide \$50,000 for the FY 2022 Rideshare program. The contract language is generally the same each year. Upon receipt from MDOT, the contract will be reviewed by Corporation Counsel and submitted to the Board of Commissioners for final approval.


 **Motion: Action:** Approve, **Moved by** Reggie Smith, **Seconded by** Tyler Rossmassler, to recommend approval of the FY 2022 Rideshare contract to the Genesee County Board of Commissioners contingent on approval of the finalized contract language by staff and Corporation Counsel.

Motion carried unanimously.

(Documents on file with minutes)

 **G. 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)**

Jason Nordberg explained that the agreement between GCMPC and GLS Region V allows GCMPC to be reimbursed for staff services related to implementing the regional transportation Work Program in Genesee, Lapeer, and Shiawassee Counties. The formal agreement, in the amount of \$103,519, is required by MDOT.


 **Motion: Action:** Approve, **Moved by** Reggie Smith, **Seconded by** Tyler Rossmassler, to recommend approval of 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) to the Genesee County Board of Commissioners, and to recommend approval for the Genesee County Board of Commissioners Chairperson Mark Young to sign the Agreement.

Motion carried unanimously.

(Documents on file with minutes)

 **H. Pass Through Agreement between the Genesee County Metropolitan Planning Commission (GCMPC) and the Mass Transportation Authority (MTA)**

Jason Nordberg explained that the agreement allows for \$256,966 in federal funds to pass through GCMPC to the MTA for transit planning activities. The only updates from the previous agreement are funding and date changes.


 **Motion: Action:** Approve, **Moved by** Mike LaPointe, **Seconded by** Reggie Smith, to recommend approval of the Pass Through Agreement between the Genesee County Metropolitan Planning Commission (GCMPC) and the Mass Transportation Authority (MTA) to the Genesee County Board of Commissioners, and to recommend approval for the Genesee County Board of Commissioners Chairperson Mark Young to sign the Agreement.

Motion carried unanimously.

(Documents on file with minutes)

## **VIII. FINANCES**


 **A. Contract, Vouchers and Bills**

 **Motion: Action:** Approve, **Moved by** Reggie Smith, **Seconded by** Tyler Rossmassler, to approve the September Contract, Vouchers and Bills for a total \$90,979.44 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** Reggie Smith, **Seconded by** Mike LaPointe, to approve the Commission Expenses and Per Diems.

Motion passed unanimously.

(Documents on file with minutes)

 **C. Financial Update**

Derek Bradshaw reviewed the Financial Update ending July 31, 2021.

 **Motion: Action:** Approve, **Moved by** Reggie Smith, **Seconded by**, 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 Requests.


 **Motion: Action:** Approve, **Moved by** Reggie Smith, **Seconded by**, to approve the Budget Transfer Requests as presented.

Motion passed unanimously.

(Documents on file with minutes)

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

Derek Bradshaw explained that year end budget adjustments may be necessary to close out FY 2021. This authorization would allow for 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. Any such transfers made will be provided to the Commission for approval at the next meeting.

 **Motion: Action:** Approve, **Moved by** Tyler Rossmassler, **Seconded by** Reggie Smith, to approve the authorization for Derek Bradshaw, Director-Coordinator, to make budget transfers that do not exceed 25% of the total amount of the item, or any changes to line items less than \$6,000 for year-end adjustments.

Motion passed unanimously.

(Documents on file with minutes)

### **IX. OLD BUSINESS**

#### **A. Project Status**

##### **1. 3-C Transportation Planning – August 2021 Status Report**

Jason Nordberg reviewed the 3-C Transportation Planning Report.


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

Motion passed unanimously.

(Original on file with minutes)

##### **2. Environmental Program Update – August 2021 Status Report**

Sheila Taylor stated that the final Recycle Day Event was held on August 24<sup>th</sup>, with 404 vehicles in attendance. Staff is looking at dates to hold events in 2022, since a permanent recycling location is still in the planning phase. Staff is working with the Michigan Department of Environment, Great Lakes, and Energy (EGLE) on a state-wide recycling education campaign and has provided feedback regarding on the marketing materials that will be targeted at Genesee County residents.

 **Motion: Action:** Receive & File, **Moved by** Reggie Smith, **Seconded by** Domanique Clemons, to receive and file the Environmental Program report as presented.

Motion passed unanimously.

(Original on file with minutes)

### **3. Community Development Program – August 2021 Status Report**

Sheila Taylor reviewed the Community Development Program Report.

Mike LaPointe asked for an update on the Urgent Repair Program (URP). Christine Durgan stated that our first client has been approved for a roof replacement and construction will be underway soon. Word is getting out and interest in the program is picking up. Two new contractors have been approved to participate in both the HIP and URP.

 **Motion: Action:** Receive & File, **Moved by** Reggie Smith, **Seconded by** Domonique Clemons, to receive and file the Community Development Program report as presented. Motion passed unanimously.  
(Original on file with minutes)

### **4. Director-Coordinator Report – August 2021 Status Report**

 **Motion: Action:** Receive & File, **Moved by** Reggie Smith, **Seconded by** Mike LaPointe, to receive and file the Director-Coordinator report as presented. Motion passed unanimously.  
(Original on file with minutes)

### **B. Commissioner Comments**

Gloria Nealy stated that she was unable to attend the last Genesee County Parks and Recreation Commission meeting because of a Head Start meeting commitment.

Mike LaPointe thanked Gwynneth and Alicia for their Master Plan reviews and stated the information provided will be useful as he works with Thetford Township on their Master Plan update.

Tyler Rossmassler stated the supplementary Unemployment Benefits run out today. The Flint & Genesee Chamber is hosting the County's largest job fair on September 16<sup>th</sup> at the Dort Financial Center. Prior to Labor Day, 85 companies had already signed up to participate, with over 1,300 jobs available and wages from \$80,000 per year down to \$12.00 per hour.

### **X. ADJOURNMENT**

Secretary Nealy adjourned the meeting at 8:33 a.m.

Respectfully submitted,  
Nichole Odette, Program Services Specialist  
Genesee County Metropolitan Planning Commission