



Southcentral Michigan Planning Council

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Board Meeting Minutes

MEETING DATE: Wednesday, August 3, 2016
MEETING TIME: 11:30 am
MEETING LOCATION: St. Joseph County Administration Building
125 W Main St, Centreville, MI 49032

1. Call to Order

- a. The meeting was called to order at 11:38 am.

2. Members Excused

- a. Members present: Ault, K Baker, R Baker, Carahaly, Hazelbaker, McGraw, Reid, and Seyburn.
- b. Seyburn made a motion to excused Dunn and Kale.
 - i. Hazelbaker seconded the motion.
 - ii. **The motion carried.**

3. Action: Approval of the Agenda

- a. Staff made one addition to item 12 – liability insurance.
- b. Reid made a motion to approve the agenda as amended.
 - i. R Baker seconded the motion.
 - ii. **The motion carried.**

4. Action: Approval of the Minutes

- a. Reid made a motion to approve the minutes as presented.
 - i. Hazelbaker seconded the motion.
 - ii. **The motion carried.**

5. Citizen Comments

- a. None made.

6. Treasurer's Report

- a. Staff led the board through the monthly statement. The board had a few questions about how spending to-date compared to the budget. Staff noted that while some categories were far from their budgeted amounts, on the whole, the budget was well balanced. Staff will present the initial draft of the FY 2017 at the September meeting.

7. Transportation/KATS Items

- a. Two members of the KATS staff presented a report of their activities for the months of June and July. A couple of board members had questions about their activities that were answered simply and quickly.
- b. Annual Work Program
 - i. KATS and SMPC staff presented the FY 2017 Work Program for Region 3. Staff walked the board through the document and the differences from the FY 2016 Work Program. The board had a few questions about the work program. After a brief discussion, the board felt that the document was satisfactory.
 - ii. *Reid made a motion to approve the FY 2017 Work Program for Region 3.*
 1. McGraw seconded the motion.
 2. **The motion carried.**

8. Discussion: Regional Prosperity Initiative

- a. Staff gave an update on the progress of the Regional Prosperity Initiative. Staff specifically noted that the Upjohn Institute was recommended for funding through the RPI to conduct a regional labor force

analysis. The board also continued discussions from the previous meeting about coordinating services with the Southwest Michigan Planning Commission (SWMPC).

9. Discussion: Update from the SMPC Sponsored Retirement Account Committee

- a. Staff gave an overview of activities conducted to resolve the outstanding retirement account issue.
- b. The board instructed staff to continue to work to resolve the issue through the retained attorneys or through other local service providers.
- c. Several members of the board voiced their interest in resolving this issue quickly so the organization can move forward.

10. Discussion/Action: Kalamazoo River Water Trail

- a. Staff noted that the grant application to the Kalamazoo River Recreation Foundation was mostly complete except for letters of support. Once the letters of support are assembled, the team will submit the application. The team working on the application is: Lee Adams, Jamie McCarthy of the Kalamazoo River Watershed Council, and Brian Huggett of the Potawatomi Resource and Development Council (PRDC). The Kalamazoo River Watershed Council will serve as the fiduciary on the application with SMPC and PRDC serving as contractual staff.
- b. Staff presented a resolution of support to the board. The board made a few editions. The board unanimously expressed support for the project.
 - i. *Reid made a motion to approve the amended water trail resolution.*
 1. Ault seconded the motion.
 2. **The motion carried.**

11. Competition with For-Profit Firms

- a. This topic was tabled at the last meeting pending research by staff. Staff presented a few items relevant to the discussion, those included: the SMPC enabling legislation, outlines of policies adopted by other regional planning agencies in Michigan, and editorial comments by directors of regional planning agencies in Michigan.
- b. The board discussed the items provide by staff but could not come to complete agreement. Several board members wanted to take a cautious position when potentially competing with for-profit firms; meanwhile, other board members wanted SMPC to help local governments save money by offering services more broadly.
- c. The board agreed that the best way to move forward is for Staff and Chair Baker to draft a policy for the board to review and take action on. This policy draft will be presented at the September meeting.

12. Staff Report/Other:

- a. Lockport Township
 - i. Staff noted that Lockport Township is interested in utilizing SMPC services for a master plan update. Staff will draw up a contract for board approval at the September meeting.
- b. Ross Township
 - i. Through Carahaly, staff met with officials from Ross Township (Kalamazoo County) to determine if SMPC could help them with planning, economic development, and recreation needs. Staff is working on providing the Township with a proposal to coordinate services. If the Township is interested in moving forward, staff will draw up a contract.
- c. Liability Insurance
 - i. SMPC board liability insurance through the Michigan Participating Plan administered by Burnham and Flower expires at the end of August. Therefore, the board needed to approve the policy for the upcoming year. Staff presented the proposed policy and terms to the board. The price increased modestly so the board felt there was no reason to explore other options.
 - ii. Reid noted that he is a board member of the Michigan Participating Plan so he would abstain from any vote related to their proposal.
 - iii. *Seyburn made a motion to approve the liability insurance policy proposal.*
 1. Carahaly seconded the motion.
 2. Reid abstained.
 3. **The motion carried.**

13. Board Member Comments

- a. A few members made brief comments about the results of the primary elections.

14. Action: Adjournment

- a. The meeting was adjourned at 1:18 PM

Next Meeting: September 6, 2016