



Southcentral Michigan Planning Council

300 South Westnedge Avenue · Kalamazoo, Michigan 49007

Phone: (269) 385-0409 · Fax: (269) 343-3308 · Email: adams@upjohn.org

Board Meeting Minutes

MEETING DATE: Tuesday, May 3, 2016
MEETING TIME: 11:30 am
MEETING LOCATION: W.E. Upjohn Institute
300 South Westnedge Ave, MI 49007

1. Call to Order

- a. The meeting was called to order at 11:36 am.

2. Members Excused

- a. Members Present
 - i. Keith Baker, Robin Baker, Carahaly, Hazelbaker, McGraw, Reid, and Seyburn
- b. Members Excused
 - i. Dunn
- c. Hazelbaker made a motion to excuse those members not present.
 - i. McGraw seconded the motion.
 - ii. **The motion carried.**

3. Action: Approval of the Agenda

- a. R Baker made a motion to approve the agenda as presented.
 - i. Reid seconded the motion.
 - ii. **The motion carried.**

4. Action: Approval of the Minutes

- a. Carahaly made a motion to approve the minutes as amended.
 - i. R Baker seconded the motion.
 - ii. **The motion carried.**

5. Citizen Comments

6. Treasurer's Report

- a. Staff walked the board through the monthly statement prepared for the meeting.
- b. The board had a few questions regarding the budget and how the current numbers fit with the budget.
- c. Reid made a motion to accept the Treasurer's Report.
 - i. McGraw seconded the motion.
 - ii. **The motion carried.**

7. Transportation/KATS Items

- a. KATS staff gave an update on their activities performed on behalf of SMPC during March and April. KATS staff also gave an overview of the program for the benefit of the newer members.
- b. Kelli Scott, Calhoun County Administrator, led a discussion on the need for a county-wide transit implementation plan. Various stakeholders in Calhoun County are looking to consolidate or cooperate and expand to provide services to all parts of the County. SMPC is providing support services to Calhoun County through this process.

8. Discussion: Regional Prosperity Initiative

- a. Staff gave a brief overview of the activities conducted by the Region 8 Prosperity Committee in the past month. Those primarily included: creating an RFP for a regional talent development strategy, started a visioning process, and began to formulate a regional communication strategy.

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

- a. Staff and the board discussed the status of the investigation into the SMPC sponsored retirement accounts.

10. Staff Report/Other:

- a. Lockport Township Master Plan
 - i. Staff noted that it prepared a proposal for a master plan update to the Township.
 - ii. The board had a few questions regarding the 425 issues between the Township and the City of Three Rivers.
- b. Constantine Township Master Plan
 - i. Staff is in the process of creating a proposal for a master plan update.
- c. Village of Centreville Master Plan
 - i. Staff reviewed the current master plan and is in the process of creating a proposal for a master plan update.
- d. Fabius Township Master Plan Survey
 - i. Staff has conducted the survey and is currently reviewing the results and preparing a report.
- e. New staff
 - i. Staff noted the Patrick Hudson has joined the W.E. Upjohn Institute staff as an SMPC planner. He will primarily service the contract with Kalamazoo Township but has some time available to assist with other SMPC projects.
- f. Tax Increment Financing Workgroup
 - i. Staff noted that Adams now serves on a state-wide TIF workgroup. The board had a few questions about the purpose and potential outcomes of the workgroup.

11. Board Member Comments

- a. Carahaly mentioned that Kalamazoo County released an RFP for planning services related to updating their master plan. He wanted to know if SMPC intended to respond to the RFP. Staff noted that it had submitted a letter of intent, and intended to submit a full response.

12. Action: Adjournment

- a. The meeting was adjourned at 12:55 pm.