



Southwest Michigan Regional Prosperity Initiative

Prosperity Committee

April 2, 2015

3:00 – 4:30 p.m.

Agenda

- 3:00 p.m. Welcome and Introductions
- 3:05 p.m. Housekeeping (Lee Adams)
- Approval of Bylaws
 - Election of officers
- 3:15 p.m. Proposed Asset Inventory (Lee Adams)
- Asset Inventory Advisory Panel
 - Help critique asset inventory data and fill gaps as needed
 - Be a liaison with each sector to promote the building of the inventory
 - Inventory to be housed at RPI website: Unique repository for data on regional assets
- 3:20 p.m. Identify Top Five “Community Development” Projects
- 4:15 p.m. Proposed Project Selection Process (Lee Adams)
- Review proposed process
 - Create Project Selection subcommittees
 - Adult Ed, Higher Ed, Economic Development, Transportation, Workforce Development, MPO, RPO, Health Care, Foundations
- 4:25 p.m. Next Steps (Lee Adams)
- Establish champions for Education and Infrastructure surveys
 - May 7: Education Forum
- 4:30 p.m. Adjourn



REGIONAL COLLABORATION GOALS AND OPPORTUNITIES

COMMUNITY DEVELOPMENT

Improve the livability of our region's communities to attract and retain talented workers

1. Create a more diversified transportation system

- Create walkable neighborhoods
- Encourage new transportation patterns that support efficient multi-model transportation options
- Support community development that is transit-oriented

2. Encourage development of additional recreational opportunities and amenities

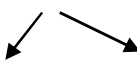
- Encourage an environment where social interactions can occur
- Promote existing and support development of new trails and natural areas (e.g., parks, recreation areas, rivers, and lakes)

3. Encourage increased access to housing options regarding density, cost, style and location

4. Support sustainable development

- Develop infrastructure that can be sustained financially and environmentally over the long term
- Maintain or improve environmental quality

Goals



EDUCATION

Promote talent development and retention

1. Promote the coordination of internships, apprenticeships, and academic and skills training across the region

2. Encourage broad lifelong learning

3. Encourage transit interconnectivity to better support education, training, and employment

4. Support work of existing organizations in the following areas:

- Adult education
- Career exploration
- Functional literacy
- Skilled trades

Opportunities





INFRASTRUCTURE

Encourage expansion and improvement of regional infrastructure

- 1. Advance the effective and efficient transportation of goods**
 - Support regionally impactful infrastructure opportunities for the movement of freight (e.g., support 2nd bridge in Detroit, completion of US 31)
 - Recognize intermodal freight transportation opportunities (e.g., reliever port for Chicago and Detroit)
 - Promote maintenance and improvement of the freeway system and connecting roads
 - Promote maintenance and improvement of state and local roads
 - Encourage aviation to better support business
 - Take advantage of our existing water infrastructure along the Lake Michigan shoreline for the transportation of freight (e.g., freight harbors on Lake Michigan)
- 2. Advance the effective and efficient transportation of people**
 - Promote maintenance and improvement of the existing freeway system and connecting roads
 - Encourage passenger rail as a viable transportation option
 - Encourage aviation to better support passenger transportation
 - Promote coordination of regional bus transportation
- 3. Assist in cultivating a comprehensive telecommunication system**
 - Promote region-wide access to telecommunications (broadband, cellular)
 - Encourage improved speed and quality of telecommunications infrastructure
- 4. Explore and promote a sustainable and economically competitive approach to energy supply**
 - Promote competitive cost of energy
 - Encourage increased access and production
 - Promote diversification of energy portfolio (e.g., creation of micro grids)
- 5. Facilitate a collaborative approach to municipal infrastructure**
 - Promote coordinated administration of regional water and sewer infrastructure to achieve competitive rates
 - Encourage coordinated water and sewer infrastructure planning

RPI STRATEGIES

Advance regional communication and collaboration

- 1. Further RPI organizational development**
 - Establish bylaws
 - Examine membership and structure
 - Connect sectors via communication, collaboration, and information sharing
 - Establish RPI as clearinghouse (network versus an extra step)
 - Create regional brand, identity, and image
 - Establish criteria for addressing policy issues
- 2. Encourage collaboration among public and nonprofit sectors**
 - Develop or replicate organizational collaboration model for Region 8 to meet needs in a cost-efficient way
 - Develop a platform for regular information sharing among the five sectors (learn what others are doing; process for regular information sharing meetings)
 - Encourage coordinated strategic asset management across all seven counties
 - Explore tribal strategies
 - Collaborate on state and federal grants and projects to ensure projects are shovel-ready (e.g., letters of support)
 - Encourage emergency management at a regional level
- 3. Strengthen the interface between the Regional Prosperity Plan and local plans**
 - Develop a model for creating plans that fit within the regional strategy
 - Align with state and federal agencies to inform them about RPI goals
 - Encourage individual municipal strategies are tied to the regional prosperity plan (including planning)



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Community Development Goal

Improve the livability of our region's communities to attract and retain talented workers.

Proposed Project Scoring Criteria

These proposed scoring criteria are based on the 2014 criteria used for selecting opportunities within each of the four RPI goals.

- Critical to achieving the *Community Development* goal
- Supports the building and maintaining of regional collaboration
- Geographic scope
- Potential for early success to build momentum
- Access to funding

Scoring

3	High	Meets 4 to 5 criteria
2	Medium	Meets 3 criteria
1	Low	Meets 2 or less criteria



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Community Development Project Ideas

- Ideas 1 – 12 were developed during the March 5 Prosperity Partners meeting.
- The wording of ideas may be modified to address the intent of the Community Development goal more clearly.

Marketing & Communication

Score

1. No common media system within the Region to communicate arts/culture and recreation opportunities
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Housing & Placemaking

2. Target Market Analysis' within the Region - opportunities to include many communities within the Region in the TMA effort (in coordination with MSHDA) - tied to grant opportunities and placemaking objectives.
 3. Project decisions should also be guided by the market (e.g., craft beer; bike trails).
 4. Contaminated/blight property redevelopment; create Redevelopment-Ready Property
 5. Shared resources/shared planning documents/shared studies – to identify areas of potential reinvestment in conjunction with walkable urban areas (e.g., form-based codes, streamlined processes, efficient development approvals) - - Battle Creek – Kalamazoo Master Plan Process.
 6. Zoning Ordinance templates – region-wide approach to land use regulation (e.g., uniform definitions; best practices).
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Trails & Corridors

7. Connecting existing trails; contiguous natural corridors.



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Regional Transportation & Transit

Score

8. Regional transportation authority.
 9. The transportation goal and related projects should have a regional focus.
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General

10. Identify driving forces for business location decisions;
 11. Downtown Kalamazoo is too small to attract the 25-34 year old age group . . . still a limitation for the Region.
 12. Incorporate MDARD town hall meeting information.
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Projects Generated Outside March Meeting

13. Create redevelopment-ready communities.
 14. Strategy to promote the growth of wine and craft beverage industry (link educational institutions, wineries/breweries/distilleries, local governments).
 15. Promote regional food system.
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Additional Projects?

- 16.
- 17.



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REGIONAL PROSPERITY INITIATIVE GRANT PROJECT SELECTION PROCESS - DRAFT

THE STEPS

1. RPI Prosperity Plan Goals
2. Build a rating matrix for each goal & objective + REGIONAL impact
3. Build a Project Submission Form
4. Build Standards for eligible applicants & fiduciaries, grant reporting & payment cycles.
5. Determine pool of grant funds available
6. Invite Letters of Inquiry (LOI)
7. Evaluate Applicant organizations & fiduciaries (suitable versus unsuitable)
8. Reply to LOIs
9. Invitation for Project Submission/Applications
10. Each Subcommittee member submits their ratings for each project
11. Subcommittee makes mutual determination on project hierarchy & project elimination
12. Dollar allocations attributed to projects based on hierarchy
13. Develop separate fiscally constrained lists: Planning projects, implementation projects

PROSPERITY COMMITTEE

1. RPI Prosperity Plan Goals
12. Dollar allocations attributed to projects based on hierarchy
13. Develop separate fiscally constrained lists: Planning projects, implementation projects

RPI STAFF - Regional Planning Organizations

2. Build a rating matrix for each goal & objective + REGIONAL impact
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GRANT SUBCOMMITTEE

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SOUTHWEST MICHIGAN PROSPERITY COMMITTEE BY-LAWS

ADOPTED 4-2-15

ARTICLE I DEFINITIONS

SECTION 1: Definitions

- A. FISCAL YEAR - October 1 through September 30.
- B. METROPOLITAN PLANNING ORGANIZATION (MPO) – As defined in 23 Code of Federal Regulations 450.104; including the Battle Creek Area Transportation Study, the Kalamazoo Area Transportation Study, the Niles-Buchanan-Cass Area Transportation Study, and the Twin Cities Area Transportation Study.
- C. QUORUM – Greater than 50% of the Committee membership.
- D. REGIONAL PLANNING COMMISSION – as defined by Act 281 of 1945; including the Southcentral Michigan Planning Council and Southwest Michigan Planning Commission
- E. REGION 8 - Geographic area defined by the counties of Berrien, Branch, Calhoun, Cass, Kalamazoo, St Joseph, and Van Buren.
- F. SIMPLE MAJORITY – Greater than 50% of the committee members present at an official meeting.
- G. REGION 8 (or SOUTHWEST MICHIGAN) PROSPERITY COMMITTEE (COMMITTEE) – The governing and policy body of the Regional Prosperity Initiative in Region 8.
- H. STAFF – The staff of the Southcentral Michigan Planning Council and the Southwest Michigan Planning Commission
- I. REPRESENTATIVE - A person appointed to the Region 8 Prosperity Committee.

ARTICLE II MEMBERS

SECTION 1: Membership Composition

- A. The Committee shall be composed of members representing the following sectors:
 - a. Adult Education
 - b. Economic Development
 - c. Higher Education
 - d. MPO
 - e. Regional Planning
 - f. Transportation
 - g. Workforce Development
 - h. Representatives from additional sectors may be appointed by the Committee (see Section 2 (c))
- B. Committee Membership:
 - a. Each of the following sectors will have three representatives:
 - i. Adult Education

- ii. Economic Development
- iii. Higher Education
- iv. Transportation
- v. Workforce Development
- b. Each of the following sectors will have two representatives:
 - i. Regional Planning
 - ii. MPO

C. Non-Voting Members

- a. The meeting participants who represent one of the sectors referenced above but were not selected to act as a member of the Committee shall be non-voting members

D. Alternates

- a. A Committee member may send another member of their organization's staff or leadership as an alternate
- b. If a Committee member is absent and did not send an alternate from their organization, a non-voting member from the sector of the absent voting member may vote

SECTION 2: Appointment of Representatives

- A. The Committee is solely responsible for appointing representative. The Committee may receive recommendations from Staff on specific sector or individuals.
- B. Sectors Required to be Represented:
 - a. Adult Education
 - b. Economic Development
 - c. Higher Education
 - d. Transportation
 - e. Workforce Development
- C. Sector not required but approved by the Committee:
 - a. Private Business
 - b. K-12 Education
 - c. Local Government
 - d. Regional Planning Agencies
 - e. Metropolitan Planning Organizations
 - f. Rail Transit
 - g. Air Transit
 - h. Logistics
 - i. Emergency Management
 - j. Health Care
 - k. Foundations
- D. Each Regional Planning Agency and each MPO not incorporated into a regional planning agency may appoint one representative
- E. The Committee may add sectors from outside the aforementioned sectors
 - a. The Committee must approve additional sectors with a simple majority vote
 - b. The Committee may determine the number of representatives from each additional sector through a simple majority vote.

SECTION 3: Term of Office

- A. Committee members are appointed by a majority of the Committee for one year terms. Committee membership for the following year is established at the last meeting of the fiscal year.

ARTICLE III COMPENSATION

SECTION 1: The Committee shall not pay compensation to members of the Committee except for actual expenses incurred in their role as representatives on or of the Committee, as authorized.

ARTICLE IV PURPOSE AND FUNCTION

SECTION 1: The Committee is a voluntary association organized to achieve the Region 8 vision: Southwest Michigan is recognized as a region where successful, thriving, and innovative people, businesses, and communities prosper through sustainable practices and collaborative development.

SECTION 2: The Committee exists to achieve the goals and objectives in its prosperity plan.

SECTION 3: The Committee may have such additional purposes as may be provided by law.

SECTION 4: The Committee shall make an annual report of its activities to the Executive Office of the Governor, and make that report available publicly.

ARTICLE V OFFICERS

SECTION 1: The officers of this Committee shall be:

- A. A Chairperson who shall execute any agreements and issue correspondence on behalf of the Committee. The Chairperson or officer acting in his/her stead shall have signatory power.
- B. A Vice Chairperson who shall function in the same capacity as the Chairperson in the case of the Chairperson's absence or inability to act.
- B. A Secretary whose duties shall be to function in the same capacity as Chairperson in the case of the Chairperson's and Vice Chairperson's absence or inability to act, and to recommend to the Committee a correct copy of minutes of any meeting at which Committee business shall have been transacted, and such other duties as are usual to the office.

SECTION 2: The officers of the Committee shall be elected each year for a one-year term by the Committee from the voting members, at the first meeting of the fiscal year, or at such times as vacancies may occur.

ARTICLE VI PERSONNEL

SECTION 1: The Committee may utilize Staff as it deems necessary for its work, and may hire such consultants for part-time or full-time service as may be necessary for the execution of its responsibilities.

ARTICLE VII MEETINGS

SECTION 1: The regular meetings of the Committee shall be held as prescribed by the Committee and adopted at the first meeting of the fiscal year. Special meetings may be held as required, subject to judgment of the Chairperson, or in the absence of the Chairperson by the Vice Chairperson, or by Staff.

Staff shall attend all meetings and keep a written record of all business conducted at meetings

SECTION 2: Staff shall notify the Committee members of the date and location of each meeting no less than seven (7) days prior to the date set for the meeting.

SECTION 3: A simple majority of the members shall constitute a quorum. No business shall be considered without the presence of a quorum, except to adjourn or recess. Any formal action must be made by a simple majority of the Committee members present with a quorum unless otherwise designated in these bylaws.

SECTION 4: At least one regular meeting shall be scheduled every month.

SECTION 5: In accordance with the Open Meetings Act, Public Act 267 of 1976, as amended, and other applicable statutes, members of the public are encouraged to attend all open public meetings and to address the public body at that meeting.

SECTION 6: All regular meetings are open to the public and meeting notices are available through the Committee website or that of the Southcentral Michigan Planning Council or the Southwest Michigan Planning Commission. Special meetings may be public or closed in accordance with the Open Meetings Act, Public Act 267 of 1976, as amended. At any closed meeting, the Committee may designate or invite any member of its Staff to be present if it so desires.

SECTION 7: The Annual Meeting shall be the first meeting of the fiscal year.

SECTION 8: The Committee may, by majority vote at a public meeting, designate a different day for any regularly occurring meeting as specified above.

SECTION 9: Committee members present at a regular meeting or a duly called special meeting may adjourn such meeting in the event a quorum is not present. Future meeting notification shall be as specified in these Bylaws.

SECTION 10: All regular and special meetings of the Committee shall be conducted in accordance with procedures as set forth in the Merriam-Webster *New Roberts Rules of Order*, subject to the discretion of the chair or facilitator.

ARTICLE VIII FINANCIAL CONSIDERATIONS

SECTION 1: To achieve the goals and objectives of the Committee and to meet concomitant financial needs, state grant programs may be utilized to the fullest extent possible.

ARTICLE IX ADOPTION OF PLANS

SECTION 1: For the adoption of Plans, or any substantial amendment thereof, an affirmative vote of a majority of the full membership of the Committee shall be required.

ARTICLE X AMENDMENTS

SECTION 1: The Bylaws may be amended by a majority vote of the full membership of the Committee at any regular meeting. Any proposed amendment to the Bylaws shall be submitted to the membership at least seven (7) days prior to such meeting.