



Southwest Michigan Regional Prosperity Initiative

Prosperity Committee

October 1, 2015

2:30 – 4:30 p.m.

Agenda

- 2:30 p.m. Opening and welcome (Ben Damerow, Chair)
- Action Item
1. Adopt minutes from September 3 meeting
- Welcome new members (Ben Damerow)
- Discussion Item
2. Updates on state projects with RPI requirements (All)
- 2:45 p.m. Action Items
3. Election of Officers for Fiscal Year 2016
4. Approve funding for Infrastructure project as recommended by the Infrastructure subcommittee (Lee Adams and John Egelhaaf)
- 3:15 p.m. 5. Adopt final draft of Prosperity Plan - Volume 2 (Rebecca Harvey)
- a. Includes adoption of updated RPI goals and opportunities per subcommittee recommendations and as shown in Plan
- 4:00 p.m. Discussion Item: Moving Forward
6. Preview Year 3: RPI in 2016 (Lee Adams, John Egelhaaf)
7. Benefits & Concerns (All)
- 4:25 p.m. Next Steps
- Grant application process, year 3 (Lee Adams)
- 4:30 p.m. Adjourn (Ben Damerow, Chair)

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September 3, 2015 Meeting Minutes

Committee Members Present: Ben Damerow, Michael Evans, Luann Harden, Jan Karazan, Pat Karr, Jason Latham, Karen Bell (delegate of Juanita Miller), Ron Reid, Richard Remus, Jon Start

Committee Members Absent: Dennis Berkebile, Jill Bland, Corey Carolla, Barbara Craig, Jan Franz, Todd Gustafson, Lynn Johnson, Juanita Miller

Also Present: Lee Adams, Peter Dams, John Egelhaaf, Rebecca Harvey

Welcome and Introductions

Introductions of Committee members and guests were made.

Information Item

Business U Software:

John Egelhaaf reported that consistent with the Committee's discussion, Corey Carolla is working with Business U to get more details on the communications project presented at the August meeting. He is scheduled to return to the RPI Strategies Subcommittee for further discussion of the project. The Subcommittee is also working to define the parameters of the Region's communications platform and will provide a report/recommendation back to the Committee.

Discussion Items

Update on State Projects w/ RPI Requirements:

Ben Damerow noted that regional meetings are being held across the State involving the State road agencies and State workforce agencies on the topic of transportation support for the workforce. John Egelhaaf added that MDOT has requested information on the gaps in public transit in Region 8 for use in this area's meeting.

It was agreed that this effort is a good example of an effective cross-over between sectors.

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Formal Subcommittee Structure/Criteria for Project Selection:

Lee Adams noted that the Committee had requested in August that the RPI staff develop formal scoring criteria to be applied by Subcommittees in project recommendations. He presented the project selection criteria and weighting that was developed. He noted that it had been used by the Community Development and Education Subcommittees in the formulation of their project recommendations to the Committee.

In response to Committee questions, Lee Adams explained how the Subcommittees had applied the criteria in developing their recommendations, noting that each Subcommittee developed their recommendations independently from the other Subcommittee.

General discussion ensued regarding the Subcommittee membership and the level of participation in the project selection process.

The Committee expressed their understanding and support of the project selection criteria. It was further agreed that the recent efforts of the Community Development and Education Subcommittees has provided an opportunity to review and improve the communication element of the process.

Action Items

Adoption of Minutes:

In consideration of the August 6, 2015 Committee meeting minutes, it was noted that the spelling of Pat Karr's name should be corrected. Motion by Richard Remus, supported by Karen Bell, to approve the minutes as corrected. The motion carried unanimously.

Adoption of Infrastructure Priority Project Areas:

Lee Adams presented the project areas as recommended by the Infrastructure Subcommittee. He stated that the Subcommittee had worked to both further develop the goal/opportunities set forth in the Plan, as well as to prioritize the 'project areas' identified at the July Infrastructure Partner meeting. He reviewed the list of 'priority project areas' recommended by the Infrastructure Subcommittee. The proposed list of recommended 'priority project areas' is incorporated herein by reference.

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Motion by Evans, supported by Start, to approve the recommended Infrastructure ‘priority project areas’ as presented. The motion carried unanimously.

Project Selection/Funding – Community Development; Education:

Lee Adams provided an overview of the recommendations submitted by the Community Development and Education Subcommittees for project selection and funding. He noted that the links to the complete project descriptions are provided in the meeting material available on the web page.

Michael Evans summarized the Southwest Michigan Community Literacy Initiative recommended for funding. In response to Committee questions, he confirmed that the project is region-wide and explained that the Initiative will not need reinvestment to be sustainable once it gets started.

Michael Evans further provided a summary of the Portage ESL Program recommended for funding, noting its connection with literacy initiatives.

Committee members expressed support for the use of RPI dollars as leverage funding. It was confirmed that project proposals that had varied funding sources were scored higher. Support was also noted for the regional element of the two literacy-based projects.

The Committee noted that the second highest scored Education project recommended to receive \$15,000 received a lower score than the third and fourth highest scored Community Development projects that had not been recommended to receive any funding.

It was again noted that the project selection process is evolving. It was agreed that there would be merit in considering project selection across the sectors where project scores were ranked as a whole. It was noted that this approach would differ from the premise of fund allocation by sector and may provide the ability to better target funds to higher need projects in the Region.

In general discussion regarding how success could be gauged, Lee Adams noted that award letters will include requirements for reporting on funds received.

Motion by Jon Start, supported by Ron Reid, to accept the recommendation of the Education Committee and award \$25,000 to the Kalamazoo Literacy Council for the proposed project: Southwest Michigan Community Literacy Initiative. The motion carried unanimously.

Motion by Pat Karr, supported by _____, to accept the recommendation of the Education Committee and award \$15,000 to the Portage ESL for the proposed project: Portage ESL Program. The motion carried 9 to 1, Richard Remus dissenting.

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Lee Adams summarized the Regional Food Systems Mapping and Analysis project recommended for funding. He noted the breadth of the project partners, the regional scope of the project, and the ability of the regional partners to sustain the project beyond the funding year.

Lee Adams further provided a summary of the Food Hub Marketing Initiative recommended for funding, noting its base in Calhoun County and the regional nature of the project.

John Egelhaaf referenced the Kalamazoo River Valley Trail project noting that it had scored well in the process. He explained that the project proposed to fill a 1.2 mile gap in Niles Township of a 37 mile regional trail system. He added that the project will likely be considered by the Infrastructure Subcommittee as well.

Motion by Michael Evans, supported by Ron Reid, to accept the recommendation of the Community Development Committee and award \$15,000 to the SMPC/Upjohn Institute for the proposed project: Regional Food System Mapping and Analysis. The motion carried unanimously.

Motion by Jon Start, supported by Pat Karr, to accept the recommendation of the Community Development Committee and award \$22,500 to Sprout Urban Farm for the proposed project: Food Hub Marketing Initiative. The motion carried unanimously.

Adoption of Updated RPI Goals/Opportunities:

It was determined that adoption of the updated RPI Goals/Opportunities, as recommended by the Subcommittees, would occur in the adoption of the RPI Prosperity Plan – Volume II scheduled for October.

Discussion Items

Review of First Draft of RPI Prosperity Plan – Volume II:

Rebecca Harvey presented the Draft RPI Prosperity Plan – Volume II for Committee review and discussion. She highlighted the objectives of Volume II, providing background information on the elements of the Plan and the proposed format.

Committee support of the Plan format and message was expressed. In general discussion, the following was noted:

- New members representing the expanded sectors will begin to attend Committee meetings at the beginning of the next fiscal year (October, 2015).

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- In that the new membership process will not be completed until next month, the expanded Committee membership will not be noted in the Plan.
- The Infrastructure projects scheduled for approval by the Committee in October will be added to the Plan document following the October meeting.
- The RPI Prosperity Plan – Volume II is scheduled for adoption at the October 1, 2015 Committee meeting.
- Committee members agree to complete a detailed review of the draft document and provide comments to Rebecca Harvey by September 11, 2015.

Review of Draft RPI Dashboard

John Egelhaaf reported that the development of the dashboard is back on schedule and that it is anticipated that graphics will be done in time to be added to the Plan document.

In a general review of the data indices to be included in the dashboard, concerns were raised regarding the RPI's ability to impact the regional data. John Egelhaaf explained that this has been a common concern among the regions.

It was agreed that there is merit in looking beyond using the dashboard to demonstrate how we are doing as a region and to also include metrics that would measure outcomes from the RPI's funded projects on moving RPI goals/opportunities forward. In this way the dashboard could serve as a tool for the RPI to measure its performance and provide a level of accountability. It was noted that the RPI Strategies Subcommittee could have a role in shaping that element of the dashboard.

Next Steps

The next Committee meeting is scheduled for October 1, 2015. The following agenda items have been scheduled:

- Select Infrastructure Projects for Funding
- Adopt RPI Prosperity Plan – Volume 2
- Welcome New Committee Members
- Review of 2015

Adjournment

Infrastructure Subcommittee Proposals Rankings

Project	Scores				Average	Funding Request	Funding Recommendation
	Karr	Frantz	Berkebile	Reid			
KRVT Extension	81	75	85	90	82.75	\$ 40,000	\$ 25,000
St. Joseph Water Trail	76	68	78	78	75.00	\$ 20,000	\$ 15,000
Albion College Trail	64	78	65	60	66.75	\$ 40,000	\$ -
Connect MI Broadband Study	77	70	51	65	65.75	\$ 35,800	\$ -
I-94 Impact Study	77	75	45	59	64.00	\$ 19,660	\$ -
IN-MI Trail	51	68	45	68	58.00	\$ 30,000	\$ -

Infrastructure Proposals

<i>Org</i>	<i>Project</i>	<i>Link</i>
Berrien CO Road Com	Indiana-Michigan Trail	https://www.dropbox.com/s/yqa1x7fi5eiq1tg/SWMPC%20Proposal%20IN-MI%20River%20Valley%20Trail%20201
Connect Michigan	Broadband Study	https://www.dropbox.com/s/scmr7oq64gat2ux/SWM%20Prosperity%20Region%20Proposal_Connect%20MI_final
St. Joseph County	Water Trail Development	https://www.dropbox.com/s/eltskyjk2kcbuaro/SJC%20Water%20Trails%20-%20RPI%209%2018%202015.pdf?dl=C
Albion College	Paved Trail	https://www.dropbox.com/s/i053050i3tci0nm/RPI%20Trailway%20Proposal_Albion%20College_091815.docx?dl=C
Many	Kzoo River Valey Trail	https://www.dropbox.com/s/uk1l6z3bcsyodcw/doc10536920150821161358.pdf?dl=0
Upjohn Institute	I-94 Economic Impact	https://www.dropbox.com/s/c4fgld6w3vshx2o/2015-17-September-Proposal-Region%208%20Infrastructure%20I-9

Highest Priority areas as Determined by the Infrastructure Subcommittee

Top Tier

- Region-wide recycling
 - Create a region-wide solid waste master plan and/or a region-wide recycling plan
 - This project could also include coordination of recycling strategies and programs among communities in SW MI.
- Regional Trail Support
 - This project idea was mostly focused on the KRVT but could also include trails that tie into or expand our regional trail system (KRVT, Kal-Haven, Van Buren Trail, etc).
 - This was indented as simple monetary support for shovel ready projects.

Second Tier

- Telecommunication (mostly broadband)
 - Identify telecommunication gaps and help to fill them
 - This could empower many to pursue higher levels of education or employment opportunities. It could also enable telemedicine.
- Encourage funding for the expansion of I-94
 - Evaluate the economic impact of the current capacity of I-94 and contrast that with the economic impact of an expanded I-94.
 - Lobby local, state, and federal officials and legislator for funding.
- Map the water and sewer systems in SW MI
 - Create a digital inventory of the sewer and water systems in SW MI.
 - Potentially include capacity in the maps.

RPI
RECAP OF EXPENSES
FOR PERIOD 1/1-12/31/14

rpi recap123114

INCOME RECEIVED - 1/7/14		\$ 250,000.00	100%
EXPENSES:			
DIRECT:			
SALARIES AND WAGES	\$	13,487.00	
FRINGES (P/R TAX, PENSION, E.INSURANCE)	\$	5,872.00	
TRAVEL AND MEALS	\$	1,929.00	
RENTAL OF ROOM - MEALS (K'ZOO VALLEY COLLEGE	\$	5,703.00	
SUPPLIES	\$	664.00	
CONTRACTED LABOR - OFF SITE:			
DAMS & ASSOCIATES	\$	33,924.00	
REBECCA HARVEY	\$	21,000.00	
SOUTH CENTRAL MI PLAN	\$	4,760.00	
BATTLE CREEK AREA TRANS STUDY	\$	4,032.00	
OTHER MILEAGE REIMBURSEMENTS PD	\$	<u>1,252.00</u>	
TOTAL DIRECT EXPENSES	\$	92,623.00	
TOTAL INDIRECT EXPENSES	\$	<u>13,678.00</u>	
TOTAL EXPENSES THRU 12/31/14		<u>\$ 106,301.00</u>	43%
BALANCE REMAINING OF GRANT TO BE SPENT		<u>\$ 143,699.00</u>	57%

RPI Income / Expense

RPI

January 1-September 30, 2015

INCOME - REC'D 2/23/15

228,750

EXPENSES:

DIRECT:

SALARIES/WAGES AND FRINGES	17,829
TRAVEL/MEALS	506
SEMINAR	100
SUPPLIES	-
TELEPHONE	12
POSTAGE	-
ROOM RENTAL: K'ZOO COMM COLLEGE-LAST INV PD - 8/19	3,266
CONTRACT LABOR - OFF SITE:	
DAMS & ASSOCIATES	13,624
REBECCA HARVEY	26,300
WE UPJOHN INSTITUTE-LAST INV PD-6/24	<u>18,222</u>

TOTAL DIRECT EXPENSES

79,859

TOTAL INDIRECT EXPENSES

16,164

TOTAL EXPENSES

96,023

NET REVENUE REMAINING TO BE EXPENSED

132,727