

Southcentral Michigan Planning Council

300 South Westnedge Avenue · Kalamazoo, Michigan 49007

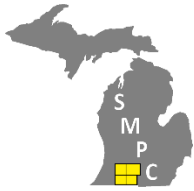
Phone: (269) 385-0409 · Fax: (269) 343-3308 · Email: info@smpcregion3.org

Board Meeting Agenda

MEETING DATE: Tuesday, May 7, 2019
MEETING TIME: 11:30 am
MEETING LOCATION: Lower Level Conference Room - Calhoun County Admin Building
315 W Green Street
Marshall, MI 49068

1. Call to Order
2. Representatives Present/Introductions
3. Representatives Excused **[Action]**
4. Approval of the Agenda **[Action]**
5. Approval of the Minutes **[Action]**
6. Public Comments
7. Acceptance of the Financial Report
 - a. Review current FY 2019 Financial Report **[Action]**
8. Transportation/KATS Items
 - a. Monthly report
9. Southwest Michigan Prosperity Initiative Update
 - a. Asset Management Summit
 - b. 2019 Budget and 2020 Funding
10. Discuss Regional Housing
 - a. Regional Toolkit
 - b. Kalamazoo and St. Joseph County
11. Discuss Educational Opportunities for Fiduciary Management of Local Units
12. Local Government Assistance and Planning Activities
 - a. Update on the City of Parchment
 - b. Update on Sherman Township
 - c. Update on other Municipalities
13. Staff Report/Other:
 - a. Alternative Energy Workshop
 - b. EDA Application Update
 - c. Monthly Correspondence
14. Representative Comments
15. Action: Adjournment

Next Meeting: June 4 in Centreville



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Board Meeting Minutes

MEETING DATE: Tuesday, March 5, 2019
MEETING TIME: 11:30 am
MEETING LOCATION: Seminar Room (Lower Level) – W.E. Upjohn Institute
300 South Westnedge Ave
Kalamazoo, MI 49007

1. Call to Order
 - a. The meeting was called to order at 11:35 am.
2. Representatives Present/Introductions
 - a. Bomba, Carahaly, Kale, Pangle, Reynolds, and Woodin were present for the meeting.
3. Representatives Excused
 - a. Frisbie, Hazelbaker, and Morse were excused.
4. Approval of the Agenda
 - a. Staff asked for two additions to the agenda: discussion of the 2018 annual report and discussion of the 2019 work plan. Both items were requested to be placed under item 13.
 - b. *Reynolds made a motion to approve the agenda with the additions requested by staff.*
 - i. Pangle seconded the motion.
 - ii. **The motion carried.**
5. Approval of the Minutes
 - a. The minutes were approved by unanimous consent.
6. Public Comments
 - a. No comments were made.
7. Acceptance of the Financial Report
 - a. Review FY 2018 year end and authorize fund transfer
 - i. Adams led discussion of the FY 2018 year end report. The board briefly discussed the details. The board discussed ownership of financial accounts and the fiduciary relationship established with the Upjohn Institute. The year-end settlement process was explained by Adams – the Upjohn Institute does not transfer money to/from SMPC funds until the end of when all costs and revenues have been accounted. This saves on time and effort as compared to transferring funds as soon as they come in or are distributed.
 - ii. *Woodin made a motion to accept the FY 2018 year-end financial report.*
 - 1) Pangle seconded the motion.
 - 2) **The motion carried.**
 - iii. *Reynolds made a motion to approve the transfer of funds totaling \$2,128.13 from SMPC funds to Upjohn Institute accounts.*
 - 1) Pangle seconded the motion.
 - 2) **The motion carried.**
 - b. Review current FY 2019 Financial Report
 - i. Adams led the review of the current month's financial report. A very brief discussion ensued. The board decided in their discussions that quarterly reports are more appropriate going forward.
 - ii. *Reynolds made a motion to accept the monthly financial report.*
 - 1) Pangle seconded the motion.

2) The motion carried.

- iii. *Kale made a motion to direct staff to supply quarterly financial reports instead of month monthly financial reports.*

1) Pangle seconded the motion.

2) The motion carried.

8. Transportation/KATS Items

- a. Monthly report

9. Southwest Michigan Prosperity Initiative Update

- a. Adams, Carahaly, and Reynolds led a discussion on the activities of the SWMPI subcommittees over the previous month. The board discussed the activities and goals of each of the three subcommittees. The bulk of the discussion centered on the Infrastructure and Community Development Subcommittees. The Infrastructure Subcommittee is focused on integrated asset management while the Community Development Subcommittee is focused on housing.

10. Discuss Educational Opportunities for Fiduciary Management of Local Units

- a. This item was postponed until the next SMPC Board meeting.

11. Staffing Plan

- a. Review agreement for long-term staffing agreement with the W.E. Upjohn Institute
- i. The board reviewed and discussed the amended agreement between SMPC and the Upjohn Institute for continued staffing and fiduciary services. Carahaly pointed out the deviations from the previous agreement; he also stated that the new agreement better outlines the roles and responsibilities of each party. Members of the Board thanked all who worked on the document.
- ii. *Kale made a motion to approve the staffing agreement and authorize Carahaly to sign to sign the agreement.*
- 1) Woodin seconded the motion.
- 2) The motion carried.**

12. Local Government Assistance and Planning Activities

- a. Update on the City of Parchment
- i. Adams noted that staff is currently helping the City of Parchment conduct a community-wide survey.
- b. Update on Sherman Township
- i. Staff gave an update on the master planning progress. The work is winding down and should be complete in a few months.
- c. Contract with Kalamazoo Township for Planning Services
- i. Adams gave an update on the contract. All sides signed the contract and it is now in place.

13. Staff Report/Other:

- a. Monthly Correspondence
- i. Adams noted that a portion of the monthly communication was too large to include in the packet so he created links.
- b. 2018 Annual Report of Activities
- i. Adams led the review and discussion of the SMPC 2018 Annual Report of Activities. He noted that the bylaws require the Executive Director to write an annual report. The board appreciated the overview and liked to see all that was accomplished in 2018.
- c. 2019 Work Plan
- i. As requested, Adams prepared and presented an activity work plan for 2019. The board reviewed and expressed appreciation for the plan.

14. Representative Comments

- a. Reynolds mentioned some recent news about fiduciary management and wanted highlight the importance of the topic.
- b. Bomba mentioned that Calhoun County is working on their county-wide recreation plan. While undertaking the planning process, the county realized that is understaffed in the parks and recreation

department and is taking a deeper look at their needs. They are examining all funding possibility to fully staff and improve county parks; the county is looking into the possibility of a recreation millage.

- c. Bomba also gave an update on Calhoun County's county-wide transportation planning process.

15. Action: Adjournment

Next Meeting: *April 9 in Coldwater*

DRAFT

W.E. Upjohn Institute for Employment Research
 Projects 34050, 34051, 34052, 34053, 34054, 34055
 Southcentral Michigan Planning Council
 FY19 10/1/18-9/30/19
 Director: Lee Adams

FY19
March 2019

	34050 Fiscal YTD 2019	34050 SMPC General Budget	34051 Fiscal YTD 2019	34051 SMPC RPI Budget	34052 Fiscal YTD 2019	34052 SMPC Plan Budget	34053 Fiscal YTD 2019	34053 SMPC Transp Budget	34054 Fiscal YTD 2019	34054 SMPC Kzoo Budget	34055 Fiscal YTD 2019	34055 SMPC MEDC Budget	Total FY19 To Date	Total SMPC Budget
W.E. Upjohn Institute														
- Wages	5,240.00		8,474.41		7,410.23		1,836.65		16,047.50		-		39,008.79	
- Fringe	3,964.55		4,015.09		4,362.82		865.77		-		-		13,208.23	
	-		-		-		-		-		-		-	
Total Staff:	9,204.55	10,365.00	12,489.50	24,100.00	11,773.05	18,500.00	2,702.42	5,000.00	16,047.50	33,100.00	-	-	52,217.02	91,065.00
Subcontracts:														
- KATS/NEMC	-		-	-	-	-	27,341.98	97,050.00	-	-	-	5,000.00	27,341.98	102,050.00
- Clark Hill, Legal	1,378.80		-	-	-	-	-	-	-	-	-	-	1,378.80	-
Other:														
- Training	-	1,000.00	-	-	-	1,250.00	-	-	-	500.00	-	-	-	2,750.00
- MI Assoc of Region Dues	960.00	960.00	-	-	-	-	-	-	-	-	-	-	960.00	960.00
- Liability Insurance	-	2,100.00	-	-	-	-	-	-	-	-	-	-	-	2,100.00
- Copies	1.60	75.00	-	100.00	0.08	100.00	-	25.00	-	-	-	-	1.68	300.00
- Postage	13.00	50.00	-	-	-	75.00	-	-	-	-	-	-	13.00	125.00
- Supplies	-	50.00	-	-	-	100.00	-	-	-	-	-	-	-	150.00
- Telephone	-	10.00	-	50.00	-	10.00	-	25.00	-	-	-	-	-	95.00
- Software License	-	30.00	-	-	-	-	-	-	-	-	-	-	-	30.00
- Web Site Hosting	420.00	360.00	-	-	-	-	-	-	-	-	-	-	420.00	360.00
Travel:														
- Travel	1,665.95	1,500.00	216.25	750.00	384.28	1,500.00	275.74	200.00	264.18	-	-	-	2,806.40	3,950.00
- Travel Reimbursement	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Total Subs/Other/Travel:	4,439.35	6,135.00	216.25	900.00	384.36	3,035.00	27,617.72	250.00	264.18	500.00	-	-	32,921.86	10,820.00
Total Project Expense:	13,643.90	16,500.00	12,705.75	25,000.00	12,157.41	21,535.00	30,320.14	5,250.00	16,311.68	33,600.00	-	-	85,138.88	101,885.00
34050, 34051, 34054	16,500.00	16,500.00	5,045.12						13,297.50				34,842.62	
34050 Fund Xfer (legal)														
34055 - Albion														
34055 - MEDC											91.15		91.15	
Homer 24020 34052														
Florence 24020 34052														
Penn 24021 34052														
St Joe 24022 34052														
Fabius 34052														
Lockport 24027 34052														
Parchment 24031 34052														
Sherman 24030					2,640.00								2,640.00	
Ross 24028 34052														
MDOT Z1/Z5 34053							7,692.98						7,692.98	
MDOT Z2/Z4 34053							4,060.32						4,060.32	
MDOT Z3/Z6 34053							1,913.04						1,913.04	
Total Invoices:	16,500.00	16,500.00	5,045.12	25,000.00	2,640.00	20,000.00	13,666.34	102,300.00	13,297.50	33,600.00	91.15	20,000.00	51,240.11	217,400.00
Expense	13,643.90	16,500.00	12,705.75	25,000.00	12,157.41	21,535.00	30,320.14	5,250.00	16,311.68	33,600.00	-	-	85,138.88	101,885.00
Net Income(Expense):	2,856.10	-	(7,660.63)	-	(9,517.41)	(1,535.00)	(16,653.80)	97,050.00	(3,014.18)	-	91.15	20,000.00	(33,898.77)	115,515.00
Invoices	16,500.00	16,500.00	5,045.12	25,000.00	2,640.00	21,535.00	13,666.34	102,300.00	13,297.50	33,600.00	91.15	20,000.00	51,240.11	217,400.00
Receipts	16,500.00	23,035.00	5,045.12	25,000.00	2,640.00	15,000.00	13,666.34	102,300.00	10,060.00	33,600.00	91.15	20,000.00	48,002.61	218,935.00
Acct.Rec.Balance:	-	(6,535.00)	-	-	-	6,535.00	-	-	3,237.50	-	-	-	3,237.50	(1,535.00)

SMPC Fund Balance: \$147,890.08. Maintained and audited by W.E. Upjohn Institute.

This document is an unaudited estimate of project activities.

JOIN THE REGIONAL CONVERSATION

Improving Michigan's Infrastructure Asset Management

WHY SHOULD I ATTEND?

- Learn • Contribute to the Conversation
- Collaborate with Peers • Prepare for Asset Management Plans

WHO SHOULD ATTEND?

- Practitioners
- Managers • Elected Officials
- Public Infrastructure Owners • Private Infrastructure Owners

Communication and Coordination Summits

A series of Communication and Coordination Summits are being held across the state to facilitate a *collaborative, coordinated, and consistent* infrastructure asset management strategy in Michigan. The summits are designed to:

- Represent all stakeholders who use and manage Michigan's infrastructure
- Remove barriers that hinder efficient and effective infrastructure asset management
- Align standards and resources across all infrastructure assets – transportation, water, utilities, and communications

Summit #1

The first Communication and Coordination Summit will be hosted in regions across Michigan this Spring:

When: [May and June 2019](#)

Where: [Regional locations across Michigan](#)

Format: [A mix of presentations, interactive problem-solving, and facilitated discussion will be incorporated into this fast-paced, 2.5-hour summit](#)

Register: [Regional registration is happening now!](#)

Your Participation Matters

Background: The management of Michigan's transportation, water, utilities, and communications assets has become increasingly urgent as our state's vital infrastructure is aging and deteriorating. Your participation in the Communication and Collaboration summits gives YOU an opportunity to share your perspective, offer ideas, and voice concerns on this important topic.

- 2016: The 21st Century Infrastructure Commission was formed to initiate planning, development, and management of Michigan's complex infrastructure systems over the next 30 to 50 years. Through the publication of a comprehensive report (2016), the Commission emphasized that successful infrastructure asset management should leverage a well-documented, standardized, and collaborative approach.
- 2017: A regional Infrastructure Asset Management Pilot was conducted across 16 west Michigan and southeast Michigan counties to evaluate data availability and collection methods, develop processes that could be leveraged statewide, and initiate coordination activities across infrastructure sectors.
- 2018: Three councils were created and/or reconfigured to collaboratively guide Michigan's public and private utility and infrastructure owners, regional representatives, finance and policy experts, and state department leaders toward a 30-year management plan for Michigan's diverse infrastructure network.
- The Michigan Infrastructure Council established through Public Act 323 of 2018
 - The Water Asset Management Council established through Public Act 324 of 2018
 - The Transportation Asset Management Council received a broadened scope and realignment through Public Act 325 of 2018
- 2019: **We need your input!** Beginning in Spring 2019, the Michigan Infrastructure Council will be working with regions across the state to host Communication and Collaboration Summits. These summits are an opportunity to engage with your peers, contribute ideas and voice concerns from your unique perspective, and help drive the future of integrated, Infrastructure Asset Management in Michigan.
- 2021: Publication of Michigan's 30-year Integrated Infrastructure Strategy



Register for a Summit Near You, Today!

Central Michigan - Muskegon	Date: May 16, 2019 Time: 9:00am-11:30am OR 1:30pm-4:00pm Location: Muskegon Community College Stevenson Building Room 1200 221 Quarterline Rd, Muskegon MI 49442 Register Here: Syndi Copeland: scopeland@wmsrdc.org
Northern Michigan - Traverse City	Date: May 28, 2019 Time: 8:30am-11:30am Location: Michigan Works Service Center 1209 S. Garfield Ave Traverse City, MI 49686 Register Here: Heather Bowden: heather.bowden@networksnorthwest.org
Northern Michigan - Grayling	Date: May 29, 2019 Time: 10:00am-12:30pm Location: Kirtland Grayling Health Sciences Center 4800 W. Four Mile Rd Grayling, MI 49738 Register Here: Theresa Huff: thuff@nemcog.org
Central Michigan - Midland	Date: May 30, 2019 Time: 9:00am-11:30am Location: TBD Register Here: Jane Fitzpatrick: jfitzpatrick@emcog.org
Central Michigan - Clare	Date: May 30, 2019 Time: 2:00pm-4:30pm Location: Pere Marquette District Library 186 E. 4 th Street Clare, MI 48617 Register Here: Jane Fitzpatrick: jfitzpatrick@emcog.org
Southern Michigan - TBD	Date: June 4, 2019 Time: 10:00am-12:30pm Location: TBD Register Here:
Southern Michigan - Lawrence	Date: June 12, 2019 Time: 9:00am-11:30am Location: Van Buren Intermediate School District Conference Center 490 S. Paw Paw St. Lawrence, MI 49064 Register Here: John Egelhaaf: egelhaafj@swmpc.org

<p>Southern Michigan - Kalamazoo</p>	<p>Date: June 12, 2019 Time: 2:00pm-4:30pm Location: Road Commission of Kalamazoo County 3801 E. Kilgore Rd. Kalamazoo, MI 49001 Register Here: John Egelhaaf: egelhaafj@swmpc.org</p>
<p>Central Michigan - Lansing</p>	<p>Date: June 14, 2019 Time: TBD Location: TBD Register Here: Nicole Baumer: nbaumer@mitcrpc.org</p>
<p>Central Michigan - TBD</p>	<p>Date: June 20, 2019 Time: TBD Location: TBD Register Here:</p>
<p>Upper Peninsula - Houghton</p>	<p>Date: June 25, 2019 Time: 10:30am-2:00pm Location: Great Lakes Research Center Room 202 Michigan Technological University 100 Phoenix Dr. Houghton, MI 49931 Register Here: Jerry Wuorenmaa: jwuorenmaa@wuppdrr.org</p>
<p>Upper Peninsula - Escanaba</p>	<p>Date: June 26, 2019 Time: 1:00pm-4:00pm Location: Bay de Noc Community College JHUC 952 Conference Room 2001 Lincoln Rd, Escanaba MI 49829 Register Here: Ryan Soucy: rsoucy@cuppard.org</p>
<p>Upper Peninsula - Marquette</p>	<p>Date: June 27, 2019 Time: 1:00pm-4:00pm Location: City of Marquette Municipal Service Center 1100 Wright St. Marquette, MI 49855 Register Here: Ryan Soucy: rsoucy@cuppard.org</p>
<p>Upper Peninsula - Sault Ste Marie</p>	<p>Date: June 28, 2019 Time: 9:00am-11:30am Location: SSM SmartZone 2345 Meridian St. Sault Ste Marie, MI 49783 Register Here: Kim Wilcox: kwilcox@eup-planning.org</p>

Questions about registering for a summit? Please contact the liaison listed for the summit you would like to attend. You may also email the MIC: [mic@michigan.gov](mailto:michigan.gov) or call Amber Hicks at 517-335-9521.

SAMPLE AGENDA

- | | |
|--|-----------------------|
| I. Welcome/Introductions | 9:00-9:10 am |
| II. What is Asset Management? | 9:10-9:25 am |
| III. Introduction to the Three Councils | 9:25-10:10 am |
| IV. Break | 10:10-10:20 am |
| V. Breakout Activity | 10:20-10:50 am |
| VI. Report Out and Facilitated Discussion | 10:50-11:20 am |
| VII. Wrap Up and Next Steps | 11:20-11:30 am |

Michigan Association of Regions



ABOUT REGIONS

Regional planning organizations play an important role in federal, state, multi-jurisdictional, and local service delivery. In 2014, state financial support was reintroduced to these regional public bodies to supplement funding from federal and local governments. That funding (via the Regional Prosperity Initiative) has afforded Michigan's regional public bodies the unique opportunity of tackling problems at a waste-limiting, multi-county level through regional efficiencies and synergies. That funding also enabled millions of dollars to flow to the state from federal and private sources. The Michigan Association of Regions requests continued funding of \$4 million for regions in the 2020 budget, which will allow Michigan's regional planning organizations to continue their vital work for citizens, local governments, and businesses.

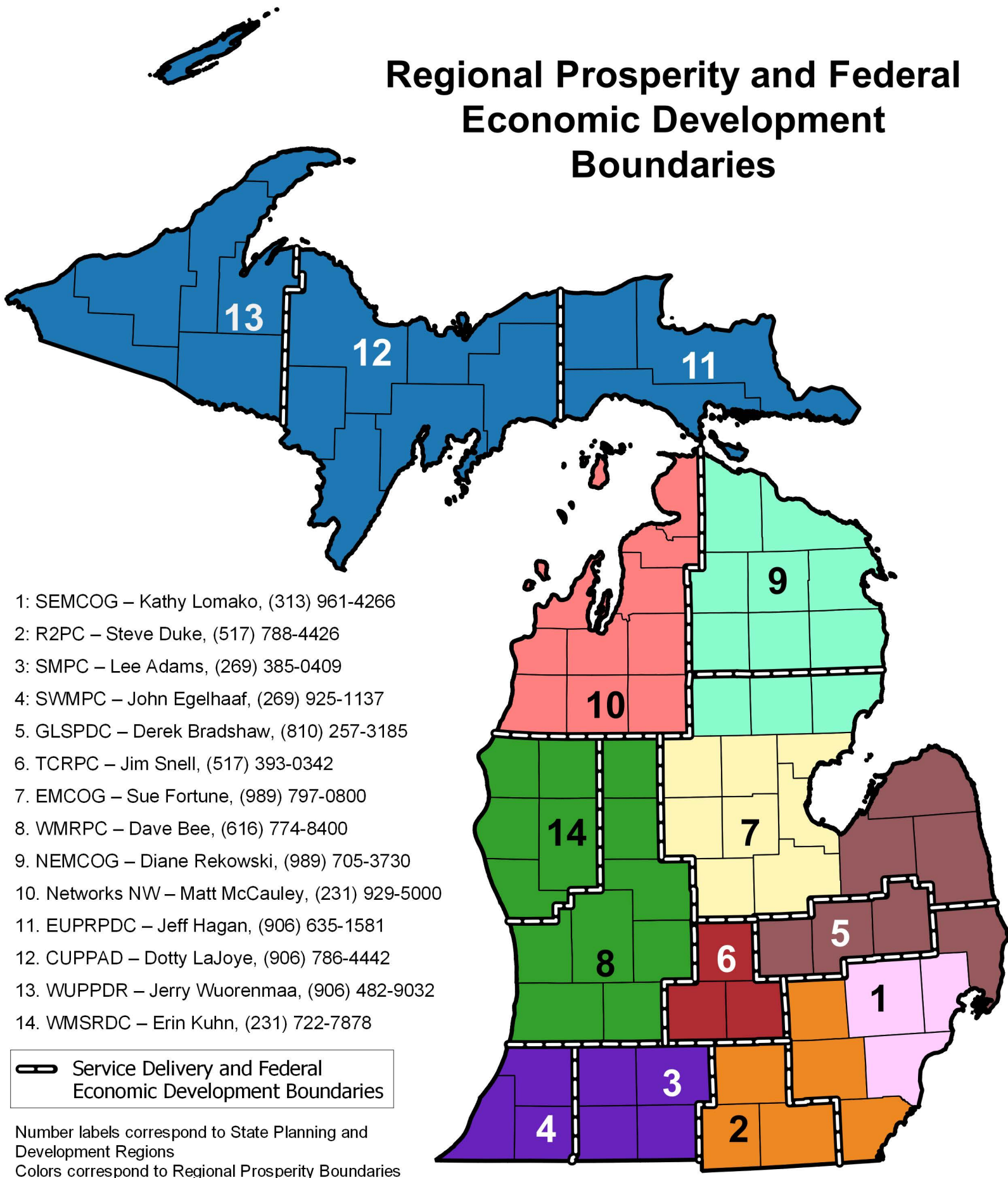
How Regions equip locals, promote collaboration, and power Michigan's economy

- Delivery of state services
 - Michigan Department of Transportation (MDOT)
 - Surface Transportation Asset Management
 - Regional Transportation Planning
 - Rural Task Force and Small Urban Program
 - Metropolitan Planning
 - Michigan Economic Development Corporation (MEDC)
 - Redevelopment Ready Communities program
 - Collaborative Development Councils
 - Michigan Department of Education
 - 10 Cents A Meal Program
- Delivery of Federal services
 - Creation of federally required economic development plans (CEDS)
 - These plans have brought millions of dollars, both public and private, to our state.
 - Environmental Planning Agency designation through the EPA and the Clean Water Act
- Region-wide economic and community development
 - Regional workforce development
 - Employer and employee attraction programs
 - Support for entrepreneurs
 - Services and resources for veterans
 - Regional and local placemaking
 - State tourism development
 - Cross-jurisdiction coordination and collaboration
 - Regional data collection, sharing, and mapping
- Technical assistance to local authorities
 - Planning assistance; e.g. master planning, recreation planning, zoning, GIS, solid waste planning
 - Education and training on best practices for local units of government
- Regional transportation and water infrastructure asset management

➤ **How you can help.** *Restore the \$4 million for regions to the 2020 Michigan State Budget.*

Please contact Mike Frederick, Michigan Association of Regions Executive Director, at 517.853.0413 or your regional planning director (map and contact information found on the back).

Regional Prosperity and Federal Economic Development Boundaries



- 1: SEMCOG – Kathy Lomako, (313) 961-4266
- 2: R2PC – Steve Duke, (517) 788-4426
- 3: SMPC – Lee Adams, (269) 385-0409
- 4: SWMPC – John Egelhaaf, (269) 925-1137
- 5: GLSPDC – Derek Bradshaw, (810) 257-3185
- 6: TCRPC – Jim Snell, (517) 393-0342
- 7: EMCOG – Sue Fortune, (989) 797-0800
- 8: WMRPC – Dave Bee, (616) 774-8400
- 9: NEMCOG – Diane Rekowski, (989) 705-3730
- 10: Networks NW – Matt McCauley, (231) 929-5000
- 11: EUPRPDC – Jeff Hagan, (906) 635-1581
- 12: CUPPAD – Dotty LaJoye, (906) 786-4442
- 13: WUPPDR – Jerry Wuorenmaa, (906) 482-9032
- 14: WMSRDC – Erin Kuhn, (231) 722-7878

 Service Delivery and Federal Economic Development Boundaries

Number labels correspond to State Planning and Development Regions
 Colors correspond to Regional Prosperity Boundaries

Proposal for the Development of a Housing Toolkit for Southwest Michigan

Submitted to:

Southwest Michigan Prosperity Initiative Community Development Subcommittee

Submitted by:

Lee Adams

Southcentral Michigan Planning Council

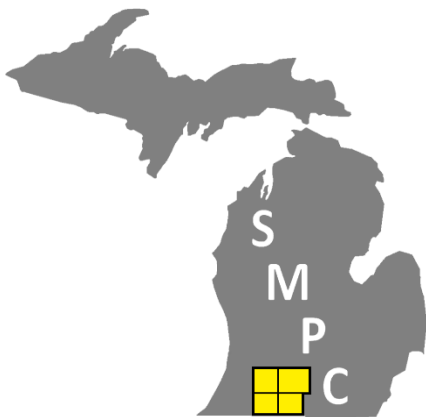
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W.E. Upjohn Institute for Employment Research

300 S. Westnedge Avenue

Kalamazoo, MI 49007

269-385-0409



April 24, 2019

Scope of Work

The Community Development Subcommittee (Subcommittee) of the Southwest Michigan prosperity Initiative (SWMPI) chose to focus on housing as its area of focus in 2019 and beyond. The SMPC/Upjohn Team has worked to develop the following work plan in response to feedback from the Subcommittee and local leaders.

Phase 1: Project Initiation and Data Collection

The project was initiated by the SMPC/Upjohn Team and the Subcommittee early in 2019 when the Subcommittee chose housing as its areas of focus and help to craft the workplan outline. The SMPC/Upjohn Team will continue to work with the Subcommittee as the project progresses.

The SMPC/Upjohn Team is already in the data collection phase of the project but will continue with the following framework. To appropriately design a series of implementation strategies, the SMPC/Upjohn Team will seek to discover the factors that are positively and negatively impacting the housing ecosystem in the region and why these factors persist. Accordingly, the SMPC/Upjohn Team will continue to create a profile of housing in the region. The profile will include an understanding of the organizations working in the housing field, housing supply and demand profile of the region, and existing plans found in the region. Additionally, a historical and national juxtaposition will help the SMPC/Upjohn Team understand why the current conditions exist and help in designing treatments. The SMPC/Upjohn Team will also coordinate the purchase of a housing development feasibility model that will help inform decision-making.

Upjohn Team Activities

Research and Data Collection

- Conduct research to understand why the lack of appropriate housing is an issue in the region
 - Develop goals that will guide the research
 - Gather qualitative data
 - Interview real estate developers, realtors, home builders, bankers, housing coalitions/commissions, drain commissioners, corporate recruiters, and others
 - Survey the public at large to gather attitudes and impressions about housing
 - Gather quantitative data
 - Historical and current housing starts
 - Attributes of the house
 - Sale price
 - Cost to build
 - Location
 - Return on investment
 - Based on interviews and research determine a reasonable amount and compare to typical ROI locally
 - Historical and current vacancy rates by housing type
 - Historical and current incomes by housing type and other attributes

- Establish affordability metrics and examine the region based on those metrics
 - Historical and current mover rates
 - Historical and current home sales through the Multiple Listings Service
 - Attributes of the house
 - Price
 - Location
 - Type of sale
 - Age of the home
 - Examine friction points or hot/cold spots in the housing market
- Gather and review existing housing plans and target market analyses
- Conduct a historical review of policies and action that influenced the housing ecosystem
 - Research the impact of local, state, and national policies
 - Understand if the Neighborhood Stabilization Program had an impact on the low end of the housing market
- Model the financial feasibility of residential products
 - MapCraft Labs - <https://www.mapcraftlabs.com/>
- Determine the implications of housing issues
 - Gather qualitative and quantitative data on the impact of housing on social and economic conditions
- Determine who is currently operating in the ecosystem
 - Create an asset map of stakeholders
 - Create a profile of developers and builders
- Examine the impact of Opportunity Zones on housing development
- Conduct best practice research with the goal of creating a menu of options from which local groups can choose
- Review relevant literature and research
- Find applicable case studies from other locations around the country

Community Interaction

- Conduct key informant interviews with identified stakeholders
- Conduct follow-up interviews, as needed, based on results of initial interviews

Project Timeline of Phase I Activities

Phase I: Project Initiation and Data Collection									
Activity	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Research and data collection									
Community interaction									

Phase 2: Plan Research and Design

In the second phase of the project, the SMPC/Upjohn Team will research implementation strategies that would reasonably accomplish the goals and objectives local areas within the

region. The SMPC/Upjohn Team will use the information gathered in the first phase to focus its research on strategies successfully implemented in other areas, and strategies that will take advantage of the available local, state, and federal resources that could improve local communities or the region.

Activities conducted during this phase also include working to identify strategies and creating a roadmap for implementing these strategies. The SMPC/Upjohn Team will work with the Project Subcommittee and regional stakeholders to identify the most appropriate strategies, potential organizations that could implement these strategies, and the framework for a system of accountability for implementing these strategies.

Upjohn Team Activities

Community Interaction

- Interviews with leaders of key organizations to discuss the feasibility of various strategies
- Discussions with organization who are implementing exemplary strategies (locally and nation-wide)

Research and Analysis

- Research the strategies employed in the organizational plans identified in Phase I to see if these address the action areas identified in the focus community workshops
 - Interview these organizations to gain a better understanding of their strategies, and their capacity and resources to implement those identified in the focus community workshops
 - Research the resources (monetary and staffing) needed for implementation of the focus-community-identified strategies
- Work with the Project Sponsor Team to determine which strategies best fit the region
- After discussion with the Project Sponsor Team, refine strategies to those specifically designed to positively impact the focus communities

Project Timeline of Activities

Phase 2: Plan Research and Design									
Activity	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Community interaction									
Research and analysis									

Phase 3: Plan Dissemination and Local Assistance

The activities conducted during this final phase of the project include the synthesis and analysis of all qualitative and quantitative data into a regional housing toolkit. The SMPC/Upjohn Team will prepare an initial draft of the plan for review by the Subcommittee. After input from the

Subcommittee is received, the SMPC/Upjohn Team will prepare the final plan, which will be presented at the direction of the Subcommittee.

The SMPC/Upjohn Team will also look to assist local groups with the creation of their own plans based on the toolkit created as part of this project. Local plans are likely to contain the following elements but will vary based on the desires of the local groups:

1. With the help of a local Steering Committee, establish realistic goals for housing in the area
 - a. Establish baseline and aspirational metrics to track progress
 - i. Current and historical condition data
 - ii. Aspirational region data
 - b. Define and quantify the gap between current conditions and desired conditions
 - i. Conduct a gap analysis
2. Determine the strategies needed to achieve those goals
 - a. Conduct an internal review of strategies used in the region
 - b. Determine aspirational regions
 - i. Review strategies used those regions
 - c. Find best practices from other regions
3. Determine who will implement those strategies
 - a. Work with local and regional organization to establish ownership over strategies
 - b. Establish benchmarks and accountability
 - c. Celebrate progress

Upjohn Team Activities

Writing and Presenting the Plan

- Write a draft of the toolkit
- Upon review and feedback from the Subcommittee, finalize the toolkit
- Draft a dissemination strategy for the toolkit, finalize the strategy with the Subcommittee

Assistance with the creation of local plans

- Identify local groups who would like to create a plan for their jurisdiction
- Work with those groups to establish work plans for the creation of their housing plans
- Utilize the toolkit to create the local plan

Project Timeline

Phase 3: Plan Development and Implementation									
Activity	April	May	June	July	Aug	Sept	Oct	Nov	Dec
Writing a draft of the plan									
Plan review and feedback									
Final plan delivery and presentation									
Assisting with Local Plans									



Southcentral Michigan
Planning Council

MAY 21, 2019
1:30 - 4:00 PM

WMed Innovation Center
4717 Campus Drive
Kalamazoo, MI 49008



ALTERNATIVE ENERGY LAND USE WORKSHOP



Learn From a Land Use Expert

Mary Reilly from the Michigan State University Extension Office will present on the planning and zoning implications of wind and solar developments.



Learn From Industry Experts

Several experts from the energy industry will present and answer questions related to wind and solar power generation and facility developments.



Details

- Free to attend
- Registration **required**
- Master Citizen Planner continuing education credits available (1 hr)
- Light refreshments provided

Registration [smpc.eventbrite.com](https://www.eventbrite.com)