



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 Minutes

MEETING DATE: Tuesday, January 7, 2019
MEETING TIME: 11:30 am
MEETING LOCATION: W.E. Upjohn Institute
300 South Westnedge Ave, Kalamazoo, MI 49007

1. Call to Order
 - a. The meeting was called to order at 11:37 am.
2. Representatives Present/Introductions
 - a. Adams introduced Molly Trueblood, the newest member of the Upjohn Institute staff dedicated to SMPC activities.
 - b. Representatives in attendance:
 - i. Carahaly, Frisbie, Hazelbaker, Kale, Morse, and Woodin
 - c. Staff and others in Attendance:
 - i. Adams (staff)
 - ii. Trueblood (staff)
 - iii. Steve Stepek (KATS)
 - iv. Fred Nagler (KATS)
3. Representatives Excused
 - a. Representatives excused:
 - i. Bomba and Pangle were excused.
4. Approval of the Agenda
 - a. Adams requested the addition of a new item #9 “2020 Work Plan” and a formal resolution under the new item #10.
 - b. The amended agenda was approved by unanimous consent.
5. Approval of the Minutes
 - a. The minutes were approved by unanimous consent.
6. Public Comments
7. Acceptance of the Financial Report
 - a. Adams reported that the quarterly financial report was not available for the meeting. It will be available for the next meeting.
 - b. The board discussed some budgetary items and inquired about the Upjohn Institute’s audit process.
 - c. Board members specifically asked about the budget for the Housing Toolkit. This question sparked a good deal of discussion about the Toolkit and the work to-date.
8. Transportation/KATS Items
 - a. Stepek and Nagler gave a written and verbal update on their activities. Most of the work conducted was focused on asset management ratings and Rural Task Force management. KATS also spent time administering the Small Urban Program.
 - b. KATS also mentioned that they would hold their KATS 101 training program again in January and February.
9. 2020 Work Plan
 - a. Adams led a review of the 2020 Work Plan prepared by staff. The plan gave an overview of the work anticipated in 2020. It outlined the tasks and potential revenue under each area of focus.

- b. The board discussed the work elements and expressed appreciation for the outline of anticipated work.
 - c. A question about SMPC's membership in the Michigan Association of Regions was raised. A brief discussion about the merits of membership ensued. The board agreed that no decisions were needed at this time.
10. Economic Development Administration/Comprehensive Economic Development Strategy
- a. Adams and Trueblood led a discussion around the EDA grant process for updating the CEDS. Adams noted that staff was waiting for a formal decision and that he anticipated a decision any day.
 - b. In anticipation of imminent approval, Adams lead a brief discussion of the anticipated work and projected timelines.
 - c. Adams requested that the board approve an amendment to the resolution authorizing application to the EDA for grant funds and authorizing match. The EDA requested that the signatory for the grant application be changed to Carahaly from Adams.
11. Housing
- a. Discussed under item #7.
12. Southwest Michigan Prosperity Initiative Update
- a. Adams and Carahaly led a discussion of the activities of SWMPI. Adams and Carahaly mentioned that the organization was likely to dissolve at it February 4 meeting. Both were supportive of distributing the remaining fund to the co-applicants (SMPC and the Southwest Michigan Planning Commission). The board discussed their preference for the remaining funds and took a moment to look back on the accomplishments of SWMPI,
13. Local Government Assistance and Planning Activities
- a. Adams gave updated on the planning projects led by SMPC.
14. Staff Report/Other:
- a. Update on land Use Education for Small Businesses Workshop
 - i. Trueblood distributed a flyer for the upcoming workshop. She also gave a verbal overview. She also asked for help in distributing the flyer to help increase attendance.
 - b. Monthly Correspondence
 - i. Included in the packet.
15. Representative Comments
- a. Carahaly mentioned that he is interested in returning some of our fund balance to the public through public projects. Adams noted that many folks are interested in moving forward with the creation of a water trail for the Kalamazoo River and expressed preference for SMPC to take on that project if it were to spend down some of its funds.
 - i. Another option suggested by staff is the creation of a broadband plan for the region.
16. Action: Adjournment
- a. The meeting was adjourned at 1:02 pm.

Next Meeting:
February 4 in Coldwater