



Southcentral Michigan Planning Council

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Board Meeting Minutes

MEETING DATE: Tuesday, May 5, 2020
MEETING TIME: 11:30 am
MEETING LOCATION: Hosted via GoToMeeting

1. Call to Order
 - a. The Chair called the meeting to order at 11:31am.
2. Representatives Present/Introductions
 - a. Bomba, Carahaly, Drost, Frisbie, Morse, Kale, Woodin; Hazelbaker joined at 12:30pm.
 - b. Others: Steve Stepek (KATS), Fred Nagler (KATS), and Lotta Jarnefelt
 - c. Staff: Lee Adams and Molly Trueblood
3. Representatives Excused [Action]
 - a. Pangel and Hazelbaker
 - b. Kale moved to excuse, Grieve second. Approved by unanimous consent.
4. Approval of the Agenda
 - a. Adams requested to add an item to Staff Report/Other: Municipal Research
 - b. **Kale moved, Grieve second. Approved by unanimous consent.**
5. Approval of the Minutes
 - a. No objections, **approved by unanimous consent.**
6. Public Comments
 - a. None offered.
7. Acceptance of the Financial Report
 - a. No report this month (only quarterly). Quarterly report expected for July meeting.
8. Transportation
 - a. KATS report:
 - i. KATS staff gave an update on expected reports and project allocations, and on the Rural Task Force meeting held on April 8; minutes are on SMPC website. KATS is also hiring an entry-level transportation planner. A board member expressed concern that funding shares from Act 51 could be lower in future months due to the ongoing COVID-19 crisis.
 - b. KATS contract renewal
 - i. The Chair and Staff explained to board members the background on the MDOT contract extension for only one year – this was done in order to align 3-year contracts with MDOT master agreements. If board approves, the contract would be written to renew for fiscal years 2021-2023. Staff proposed to keep provisions the same, and update the terms and dates. There was some discussion amongst board members about small edits to contract language, but general consensus to continue with the plan as explained by Staff and Chair. The Chair expects that the board will take action on a new contract with KATS at the next meeting in June.
 - c. MDOT agreement renewal
 - i. With attending Board members in agreement, a motion to approve the MDOT agreement as presented was made. The Chair requested to add to the motion the option to approve Adams (SMPC Director) as a signatory. The amendment to the motion was accepted.
 - ii. **Morse moved, Bomba second. Motion passed unanimously.**
9. Comprehensive Economic Development Strategy

- a. Update on work conducted to-date
 - i. Staff described work on the CEDS plan to date, primarily committee recruitment, data preparation, and grant administration. The first set of financial and progress reports were submitted on April 30 to EDA. The first committee meeting is planned for May 20th, but Staff requested Board members' assistance recruiting additional members.
- b. Discuss committee application process, progress, and upcoming meeting
 - i. The Chair stated his intention to participate on the committee, and explained that the CEDS committee will be sub-committee of SMPC. Staff hope to move quickly through planning to try to achieve district organization designation and make Region 3 eligible to receive EDA funding for COVID-19 response efforts.
- c. Discuss upcoming activities
 - i. First committee meeting to be held on May 20th at 10:30am via GoToMeeting.

10. Housing

- a. Update on regional Housing Toolkit
 - i. Staff received a rough draft of the feasibility model this week, with a few more edits, the toolkit will be ready to put into a package to distribute widely to communities who have asked for these resources, for which housing issues will continue to be salient.
- b. Update on St. Joseph County Housing Plan
 - i. Staff recently presented at a housing steering committee meeting, where members gave feedback on Objectives and Strategies. Staff plan to finish this plan by July.

11. Local Government Assistance and Planning Activities

- a. Updates on various projects
 - i. Staff have requested that outstanding projects be pushed back in timeframe in order to focus on high priority activities that can help address the impacts of COVID-19, like the CEDS process.

12. Staff Report/Other:

- a. Regional Broadband Plan
 - i. Staff wants to apply for broadband planning funding ASAP to take advantage of infrastructure-creation dollars coming through federal government. Seeking board approval to apply for a grant that would require a match.
 - ii. Board members made the following comments: support approach; vital for education access and agriculture; good idea; very important and should move ahead.
- b. Monthly Correspondence
 - i. The Chair described correspondence received from DDA on Centreville plan for recreation enhancements at Adams Park. Demonstrates need of SMPC.
- c. Municipal Research
 - i. Adams: Over next week or two, Trueblood, Adams and Upjohn Institute staff will try to research how shifts in revenues are going to affect local governments, and estimate which percentage of local tax revenues will be affected by shortfalls via required annual reports available through State. There are some challenges with getting up-to-date data, but this will be critical information once the State's constitutional conference is held on May 15th. Upjohn Institute has been issuing papers, staff have been tasked to write an article for next week, to be published on Institute website. Will also generate maps to look at tax dependency; may also look at property tax revenue impacts, anticipating a lack of turnover.

13. Representative Comments

- a. Bomba: Continuing to promote self-response for Census, since we will lack door-to-door follow up. Campaign will be funded by MI Municipal League. Parks millage has been pushed back from today's ballot.
- b. Woodin: Anxious for broadband and housing toolkit.

14. Action: Adjournment

- a. **Kale moved to adjourn at 12:46pm.**

Next Meeting:

June 2 in ~~Coldwater~~ via GoToMeeting