



AGENDA

FULL COMMISSION MEETING

Tuesday, October 19, 2021, 9:30 a.m.

Join In-Person:

SWMPC

376 West Main Street, Suite 130

Benton Harbor, MI 49022

Join Via Zoom:

<https://us06web.zoom.us/j/86975063614?pwd=c1BlaXhGZGFjRUQwU0NvQTVnLzMOZz09>

Meeting ID: 869 7506 3614

Passcode: 680749

Dial by your location

1 312 626 6799 US (Chicago)

1. **CALL TO ORDER**
Pledge Allegiance
Roll Call
Chair Teri Sue Freehling
2. **ACCEPTANCE AND/OR REVISION OF CONSENT AGENDA**
 - a. Meeting Agenda *
 - b. Minutes of Commission Meeting, August 24, 2021 *
 - c. Chairman's Report
 - d. Treasurer's Report*
3. **EXECUTIVE DIRECTOR'S REPORT** *Accept **Dir. Egelhaaf**
4. **BUILD BACK BETTER REGIONAL CHALLENGE GRANT APPLICATION RESOLUTION OF SUPPORT #2021-1** **Chair Freehling**
5. **EDA PARTNERSHIP PLANNING GRANT APPLICATION 2022-2024 RESOLUTION OF SUPPORT #2021-2** **Chair Freehling**
6. **EXECUTIVE DIRECTOR EVALUATION AD HOC COMMITTEE REPORT** **Comm. Marchetti**
7. **SWMPC ANNUAL AWARDS** **Dir. Egelhaaf**
 - a. Welch Lackey Award* *Voting*
 - b. Graham Woodhouse Award* *Nomination Forms*
8. **PLANNER PRESENTATION** **Marcy Hamilton, Senior Planner**
SWMPC's Current Involvement in Trail Development
9. **PUBLIC COMMENT**
10. **PRIVILEGE OF THE FLOOR**
11. **ADJOURNMENT**

***enclosures**

Next meeting will be held December 21, 2021

SWMPC Mission: Our team uses its passion and expertise to connect people, assist communities, and advance cooperative solutions to regional challenges experienced by the communities that created us.

The Mission of the Southwest Michigan Planning Commission is to promote a sustainable high quality of life through facilitation of sound planning and decision making.



Minutes

Southwest Michigan Planning Commission
FULL COMMISSION MEETING
Tuesday, August 24, 2021, 9:30 a.m.

Meeting Held in Person at Southwest Michigan Planning Commission Office and Remotely Via Zoom

MEMBERS PRESENT (in person):

Freehling, Teri Sue, Chair, Berrien County Commissioner
Marchetti, Roseann, Vice Chair, Cass County Commissioner
Akinwale, Yemi, Treasurer, Berrien County Representative
Preston, Linda, Secretary, Cass County Representative
Gundersen, Kristen, Alternate Secretary, Berrien County Representative
Remus, Richard, Alternate Treasurer, Berrien County Representative
Doroh, Kurt, Van Buren County Commissioner
Hanson, Don, Van Buren County Commissioner
Hanson, Sandra, Van Buren County Representative
Janssen, Judy, Van Buren County Representative
Meeks, Donnie, Berrien County Commissioner (arrived at 10:30)
Pantaleo, Paul, Berrien County Representative
Schueneman, James, Berrien County Representative

MEMBERS PRESENT (via Zoom):

Curran, Jim, Berrien County Commissioner
DeLong, Don, Cass County Representative
Foerster, David, Van Buren County Representative
Janssen, Judy, Van Buren County Representative
Laylin, Leon, Cass County Representative
Morris, Zach, Van Buren County Economic Development Ex-Officio
(remote by medical necessity) Patterson-Gladney, Gail, Van Buren County Commissioner
Payne, Gloria, Berrien County Representative
Stauffer, Dick, Berrien County Representative
Torzynski, Robert, Pokagon Band Representative
Tyler, Doug, Cass County Representative

MEMBERS ABSENT:

Fette, Dan, Berrien County Representative
Newton, Matthew, Van Buren County Representative
Stover, Jim, Berrien County Representative

STAFF PRESENT:

K. John Egelhaaf, Executive Director
Kris Martin, Associate Planner

1. CALL TO ORDER

Chair Teri Sue Freehling called the meeting to order at 9:36 a.m. and led those present in the Pledge of Allegiance. Associate Planner, Kris Martin took roll call and a quorum was present.

2. ACCEPTANCE AND/OR REVISION OF CONSENT AGENDA

Chair Freehling presented the Agenda. Roseann Marchetti moved to “**ACCEPT THE CONSENT AGENDA AS PRESENTED.**” Jim Schueneman seconded. A roll call vote was taken. The motion carried.

- a. Meeting Agenda*
- b. Minutes of Commission Meeting, June 15, 2021*
- c. Chairman’s Report
- d. Treasurer’s Report*

Motion to ACCEPT
1. Roseann Marchetti
2. Jim Schueneman

CHANGES? None

3. EXECUTIVE DIRECTOR’S REPORT

Motion to ACCEPT
1. Linda Preston
2. Roseann Marchetti

Director Egelhaaf gave a brief overview of the report and stated that an outside accounting firm will be evaluating our financial system. Among the processes to be reviewed and evaluated is the management of our indirect expense. Currently our process is complicated and an outside accounting firm can review the way we currently do this and recommend a way to do it better. We have two different pieces of accounting software the currently do not integrate with one another. The evaluation will look for a way to potentially connect them. Rich Remus asked if this will replace our current CPAs. It will not. It is a one-time contract that will take about 6-8 weeks. We will continue to use Blossomland Accounting for payroll and Kruggel Lawton for our annual audit.

American Rescue Plan Act (ARPA) funding from congress update: The funding is going through the EDA and is an interesting opportunity between the federal government and SWMPC. The funding is split between six different categories. To apply for this funding EDA recommends that applicants focus not on multiple applications and categories but rather, toward a single application and category. EDA will assist with applications. EDA’s new funding category is Travel and Recreation Tourism. We are interested in supporting projects that communities would like to implement keeping in mind that they must also align with EDA funding goals.

Vice Chair Marchetti asked if the statewide communities planning grant is helpful with local master plans. Director Egelhaaf responded saying it is statewide planning focused, not local.

Don Hanson asked where broadband fits in this category. Director Egelhaaf said the infrastructure funding is coming soon with the new proposed infrastructure bill. Questions can be sent to Director Egelhaaf.

Rich Remus asked if the two colleges in our region, SWMC and LMC, received funding. Chair Freehling stated that like local units of government, LMC also received ARPA funding (\$1.1 million).

Linda Preston moved to **“ACCEPT THE EXECUTIVE DIRECTOR’S REPORT.”** Roseann Marchetti seconded the motion, which carried unanimously.

4. AD HOC COMMITTEE FOR EX. DIRECTOR EVALUATION

Chair Freehling stated that SWMPC needs one board member from each county to assist with the committee to evaluate the director. The people who volunteered are Don DeLong from Cass County, Rich Remus from Berrien County, and Kurt Dorah from Van Buren County.

5. SWMPC REGIONAL TRANSPORTATION WORK PLAN*

Dir. Egelhaaf

Motion to APPROVE

1. Kurt Dorah

2. Yemi Akinwale

Director Egelhaaf explained the SWMPC Regional Transportation Work Plan and how it differs from the urban transportation programs in its rural community focus. Roseann Marchetti said our transportation planners do good work and that she is a NATS member. Kurt Dorah noted that Tony Dacoba is retiring from Van Buren Public Transit in September 2021 and that they are currently in the process of finding a replacement.

Rich Remus asked how the work plan compares to last year and if there is more funding from SPR funds. Egelhaaf responded that there is a nominal increase. Remus asked if funding rolls over from one fiscal year into another. Egelhaaf responded that the only instance of that is with the asset management funding from FY 2021 to FY 2022.

Kurt Dorah moved to accept the **“SWMPC REGIONAL TRANSPORTATION WORK PLAN.”** Don DeLong seconded the motion, the motion was approved unanimously.

6. PLANNER PRESENTATION – Director Egelhaaf

Director Egelhaaf presented a detailed explanation of the SW Michigan Food Branding Project. He stated that the group is about a month away from completing the project. SWMPC wrote a grant to the US Dept. of Agriculture and received just under \$40k. After SWMPC and the Southwest Michigan Local Food Council (SWMLFC) received the USDA grant funding, there was an RFP process and a consultant Johnson Rauhoff (JR) was

awarded the project from a wide range of applicants. JR is located in our region. The local food council has been the primary touch point for this project. Farm employment and income have experienced significant declines, but there are also issues with equity, access, and affordability to fresh, local food.

SWMLFC Food Brand Priorities included key insights from over 40 individuals.

The brand and tag line that has resulted is called: Southwest Michigan Fresh - Share our Harvest.

Linda Preston said there are more people canning in our region. Kurt Doroh asked about being able to get local produce like blueberries in the stores in our SW Michigan area.

Rich Remus asked about our regional map of the crops grown in our region and if there is an update coming. Director Egelhaaf replied that there could be if there is funding or a project that could include an update to the regional map of food and crops. Paul Pantaleo asked if we had contact with farmers, growers, and producers. Director Egelhaaf replied that they have but their busy schedules are a challenge.

7. SUPPORT OF SB 514

Changes Proposed to PA 188 for Broadband Expansion via Township Special Assessment

“The construction, improvement, and maintenance of communications infrastructure, including broadband and high-speed internet.” This would allow for special assessment.

Teri Freehling asked if we wanted formal support for this bill. Zach Morris said that he supports the bill on behalf of Market Van Buren and that we need to be creative to solve the broadband problem.

Kurt Dorah moved to **“SUPPORT SB 514.”** Sandra Hanson seconded the motion, which carried unanimously.

Kurt Dorah said that we need a primary contact for broadband. Director Egelhaaf stated that there could be representatives from each county to create a committee or have a primary contact. Linda Preston said we can work collectively but to reach out to your local representatives.

8. PUBLIC COMMENT

None

9. PRIVILEGE OF THE FLOOR

Roseann Marchetti said they have a new Cass County Administrator, Mr. Newton. There are many improvements to Cassopolis after MSU’s vision session and grants. She said to check out the new park and trails in the Cassopolis area. Linda Preston spoke about the bridge project in Pokagon Twp. and that they were a recipient of a historic bridge project award.

10. ADJOURNMENT

The Chair declared the meeting adjourned at 11:11 a.m.

Respectfully submitted by:



K. John Egelhaaf, AICP

Date: September 21, 2021

Southwest Michigan Planning Commission

Balance Sheet

As of September 30, 2021

10/12/21

Accrual Basis

	Sep 30, 21
ASSETS	
Current Assets	
Checking/Savings	
1010 · Petty Cash	65.00
1020 · Checking	343,493.10
1060 · CD	81,600.88
Total Checking/Savings	425,158.98
Accounts Receivable	
1100 · Accounts Receivable	201,540.06
1110 · A/R Grants	4,116.69
Total Accounts Receivable	205,656.75
Other Current Assets	
1499 · Security Deposit - 376 W. Main	11,220.00
Total Other Current Assets	11,220.00
Total Current Assets	642,035.73
Fixed Assets	
1350 · Furniture and Equipment	42,229.00
1360 · Accumulated Depreciation	-38,640.00
Total Fixed Assets	3,589.00
TOTAL ASSETS	645,624.73
LIABILITIES & EQUITY	
Liabilities	
Current Liabilities	
Accounts Payable	
2000 · Accounts Payable	-9,250.00
Total Accounts Payable	-9,250.00
Other Current Liabilities	
2400 · Payroll Liabilities	
2420 · 457b Payable	2,516.27
2430 · Health Insurance	505.08
2438 · HSA	-42.48
2440 · Federal Withholding	1,168.00
2450 · Medicare Payable	446.44
2460 · FICA Payable	1,909.02
2480 · State Withholding	1,755.40
2490 · Michigan UIA Payable	27.08
2495 · Benton Harbor withholding	206.72
2400 · Payroll Liabilities - Other	3,307.69
Total 2400 · Payroll Liabilities	11,799.22
Total Other Current Liabilities	11,799.22
Total Current Liabilities	2,549.22
Long Term Liabilities	
2260 · Accrue Annual Leave	32,523.42
2290 · SJ Watershed Escrow	1,207.99
2300 · NATS-FHWA-Escrow	2,591.54
2310 · NATS-FTA-Escrow	13,901.33
2320 · TCATS-Escrow	19,397.05
2340 · EDA Escrow	409.09
Total Long Term Liabilities	70,030.42
Total Liabilities	72,579.64
Equity	
32000 · Unrestricted Net Assets	249,073.29
Net Income	323,971.80
Total Equity	573,045.09
TOTAL LIABILITIES & EQUITY	645,624.73

Southwest Michigan Planning Commission
Profit & Loss Budget Performance
January through September 2021

	<u>Jan - Sep 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>	<u>% OF ANNUAL BUDGET</u>
Income				
4000 · Federal Grant	569,609.95	528,949.66	705,266.20	81%
4010 · State Grant	241,404.41	16,025.71	21,367.60	1130%
4020 · County Contribution	69,651.42	59,925.01	59,925.01	116%
4030 · Local Match	22,107.56	58,054.45	77,405.95	29%
4040 · Local Contract	187,614.89	164,381.18	219,174.89	86%
4050 · Other Fee Income	0.00	0.00	0.00	
4080 · In-Kind	0.00	0.00	0.00	
4090 · Donations	1,146.00	0.00	0.00	
4100 · Interest Income	47.61			
Total Income	<u>1,091,581.84</u>	<u>827,336.01</u>	<u>1,083,139.65</u>	101%
Gross Profit	1,091,581.84	827,336.01	1,083,139.65	101%
Expense				
6000 · Direct Expenses				
6200 · Salaries	248,955.97	306,066.91	408,089.20	61%
6220 · Payroll Taxes	19,046.62	23,414.11	31,218.82	61%
6230 · Pension Expenses	9,490.08	19,894.35	26,525.80	36%
6240 · Employee Insurance	81,269.03	91,820.07	122,426.76	66%
6300 · Mileage & Travel	1,061.54	14,926.37	19,901.84	5%
6310 · Meals	59.94	2,051.25	2,735.00	2%
6315 · Lodging	0.00	4,125.01	5,500.00	0%
6320 · Telephone	0.00	0.00	0.00	
6330 · Printing	0.00	2,250.00	3,000.00	0%
6340 · Postage	13.85	90.00	120.00	12%
6410 · Dues & Subscriptions	2,252.53	1,049.99	1,400.00	161%
6420 · Supplies & Materials	2,023.14	13,003.26	17,337.66	12%
6430 · Computer Services	20,576.25	7,568.68	10,091.59	204%
6440 · Advertising	0.00	206.24	275.00	0%
6500 · Conferences & Training	110.00	1,368.76	1,825.00	6%
6520 · Rent & Janitorial	0.00	0.00	0.00	
6530 · Local Cash in-kind	0.00	0.00	0.00	
6540 · Contractural Svcs-OnSite	12,978.00	25,500.01	34,000.00	38%
6550 · Contractural Svcs-OffSite	112,292.73	139,012.51	185,350.00	61%
6610 · Equipment	3,239.09	390.01	520.00	623%
6620 · Equipment Rental	0.00	0.00	0.00	
6630 · Equipment Maintenance	0.00	0.00	0.00	
6710 · Legal Services	0.00	0.00	0.00	
6715 · Audit Services	8,800.00	5,549.99	7,400.00	119%
6720 · Accounting Services	0.00	3,524.99	4,700.00	0%
6730 · Insurance Corporate	0.00	4,177.49	5,570.00	0%

Southwest Michigan Planning Commission
Profit & Loss Budget Performance
January through September 2021

	<u>Jan - Sep 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>	<u>% OF ANNUAL BUDGET</u>
6740 - Depreciation	0.00	0.00	0.00	
6950 - General Commission Expenses	0.00	1,125.00	1,500.00	0%
6960 - Commissioner Mileage	90.00	750.01	1,000.00	9%
6970 - Commissioner Per Diem	1,570.00	2,287.49	3,050.00	51%
6980 - Bank Fees	49.80	41.25	55.00	91%
6985 - Contingency	-3,464.97	0.00	0.00	
6990 - Pass Thru	0.00	0.00	0.00	
Total 6000 - Direct Expenses	520,413.60	670,193.75	893,591.67	58%
7000 - Indirect Expenses				
7200 - Salaries-Indirect	101,323.97	118,472.84	157,963.79	64%
7220 - Payroll Taxes-Indirect	8,385.21	9,063.17	12,084.23	69%
7230 - Pension Expenses-Indirect	5,872.18	7,700.73	10,267.65	57%
7240 - Employee Insurance-Indirect	43,830.39	35,541.86	47,389.14	92%
7300 - Mileage & Travel-Indirect	33.78	96.32	128.42	26%
7310 - Meals-Indirect	0.00	0.00	0.00	
7315 - Lodging-Indirect	0.00	0.00	0.00	
7320 - Telephone-Indirect	1,589.40	2,031.93	2,709.24	59%
7330 - Printing-Indirect	0.00	0.00	0.00	
7340 - Postage-Indirect	995.63	645.91	861.22	116%
7410 - Dues & Subscriptions-Indirect	1,011.10	1,192.50	1,590.00	64%
7420 - Supplies & Materials-Indirect	3,913.09	3,949.65	5,266.20	74%
7430 - Computer Services-Indirect	18,458.19	26,840.74	35,787.64	52%
7440 - Advertising-Indirect	0.00	0.00	0.00	
7500 - Conferences & Training-Indirect	0.00	0.00	0.00	
7520 - Rent & Janitorial-Indirect	57,800.00	61,089.69	81,452.92	71%
7530 - Local Cash in-kind-Indirect	0.00	0.00	0.00	
7540 - Contract Srvs-OnSite-Indirect	0.71	0.00	0.00	
7550 - Contract Srvs-OffSite-Indirect	14.29	0.00	0.00	
7610 - Equipment-Indirect	0.00	208.22	277.63	0%
7620 - Equipment Rental-Indirect	0.00	345.23	460.31	0%
7630 - Equipment Maintenance-Indirect	0.00	545.10	726.81	0%
7710 - Legal Services-Indirect	0.00	0.00	0.00	
7715 - Audit Services-Indirect	0.00	0.00	0.00	
7720 - Accounting Services-Indirect	2,078.80	4,457.19	5,942.91	35%
7730 - Insurance Corporate-Indirect	540.50	5,337.56	7,116.74	8%
7740 - Depreciation-Indirect	0.00	0.00	0.00	
7950 - General Commission Exp-Indirect	0.00	0.00	0.00	
7960 - Commissioner Mileage-Indirect	0.00	0.00	0.00	
7970 - Commissioner Per Diem-Indirect	0.00	0.00	0.00	
7980 - Bank Fees-Indirect	87.01	16.35	21.80	399%

Southwest Michigan Planning Commission Profit & Loss Budget Performance

January through September 2021

	<u>Jan - Sep 21</u>	<u>YTD Budget</u>	<u>Annual Budget</u>	<u>% OF ANNUAL BUDGET</u>
7985 - Contingency	3,867.41	4,938.05	6,584.06	59%
Total 7000 - Indirect Expenses	249,801.66	282,473.04	376,630.71	66%
9000 - Payroll Expenses				
9020 - Salaries & Wages	-2,129.50			
9040 - FICA Taxes	-162.90			
9060 - Medicare Taxes	0.00			
9080 - Michigan UIA Taxes	0.00			
9200 - Mileage, meals, and lodging	0.00			
9220 - Supplies	-5.94			
9240 - Accrued Leave Adjustment	-306.88			
Total 9000 - Payroll Expenses	<u>-2,605.22</u>			
Total Expense	<u>767,610.04</u>	<u>952,666.79</u>	<u>1,270,222.38</u>	60%
Net Income	<u><u>323,971.80</u></u>	<u><u>-125,330.78</u></u>	<u><u>-187,082.73</u></u>	-173%



SOUTHWEST MICHIGAN PLANNING COMMISSION

376 West Main Street, Suite 130, Benton Harbor, MI 49022

Phone: 269-925-1137 • Website: www.swmpc.org

MEMORANDUM

TO: Southwest Michigan Planning Commission

FROM: K. John Egelhaaf

DATE: October 8, 2021

RE: Staff Report for the Southwest Michigan Planning Commission October 19, 2021

General Office Updates

New Office Manager – Maria Vettraino

- i. Hired October 1
- ii. First Day October 7

Project Updates

- A. Joint Recreation Plan – City of Buchanan & Buchanan Township
 - a. Community Survey & Park Inventory in Progress
- B. Palisades Economic Recovery Initiative
 - a. First Quarter of Work Complete
 - b. Website in Development
 - c. Social Media Site in Development
 - d. Data Analysis in Full Swing
 - e. Palisades Community Advisory Panel Established
 - i. First meeting in early January 2022
- C. Build Back Better Regional Challenge – Grant Application
 - a. 21st Century Vision for Agriculture in West Michigan
 - b. Phase One Application Due October 19
- D. EDA Funding Award – Midwest Energy & Communications (Cassopolis)
 - a. \$6M for SMART Park Industrial Park
 - b. <https://eda.gov/news/press-releases/2021/09/30/cass-county-mi.htm>
- E. Master Plans in Progress
 - a. City of Buchanan
 - b. Berrien Township
 - c. Galien Township

SWMPC Staff Report – October 19, 2021

F. Hazard Mitigation Planning in Progress

- a. Pokagon Band
 - i. Just beginning process
 - ii. Collecting information & mapping
- b. Van Buren County
 - i. Assisting County to secure funding from FEMA to update plan

G. Water Trails in Progress

- a. SWMPC Managing Promotion & Trail Maintenance for:
 - i. Paw Paw River Water Trail
 - ii. Black River Water Trail
 - iii. Dowagiac River Water Trail
- b. Installation of Signs on Bridges along Paw Paw River Water Trail
- c. Assisting Van Buren County with MDNR Trust Fund Application
 - i. For Canoe/Kayak launch in Hartford Township

H. Ox Creek Low Impact Development

- a. SWMPC Managing EGLE Grant for Berrien County Drain Office
 - i. Installation of 4 rain gardens at Meijer store in Benton Harbor
 - ii. Project to reduce pollution to Ox Creek
 - iii. Construction expected Spring 2022

I. Coastal Leadership Academy

- a. Partnership with Michigan Association of Planning
 - i. Looking for leaders interested in exploring planning & zoning approaches
 - ii. Protection of Lake Michigan shoreline, plus greater resiliency community-wide
 - iii. Seeking teams of 3-5 people that can commit to participate in 3 virtual sessions (early 2022)
 - iv. Team members should be interested/involved in community's planning & zoning process

J. 2024-2026 Region-Wide Transportation Call for Projects

- a. \$18.3 M in federal dollars across our three counties
- b. 12 transportation programs managed by SWMPC
 - i. Two urban – NATS, TCATS
 - ii. Three rural – Berrien, Cass, Van Buren
 - iii. Four small urban – Dowagiac, Berrien Springs, Coloma/Watervliet/Hartford, S. Haven
 - iv. Congestion Mitigation Air Quality (CMAQ) -
- c. Call for projects issued in June
 - i. Over 100 applications received
 - ii. Approx. \$51M requested
 - iii. Review of applications soon to begin by various subcommittees of the 12 transportation programs



RESOLUTION #2021-1

West Michigan Agriculture Technologies & Regional Food Systems Initiative

WHEREAS, the Southwest Michigan Planning Commission (SWMPC), has been an Economic Development District (EDD) partner to the Department of Commerce Economic Development Administration (EDA) since 1976;

WHEREAS, The agriculture and food processing sector is an important part of the west Michigan economy; and

WHEREAS, the Southwest Michigan Planning Commission supports efforts to advance the agriculture and food processing cluster in West Michigan; and

WHEREAS, The West Michigan Shoreline Regional Development Commission and Southwest Michigan Planning Commission will together work with regional partners throughout the West Michigan region on the West Michigan Agriculture Technologies & Regional Food Systems Initiative; and

WHEREAS, the U.S. Department of Commerce Economic Development Administration has announced the Build Back Better Regional Challenge to provide transformational investment to regions across the country that want to revitalize their economies and grow existing regional clusters, and

NOW, THEREFORE BE IT RESOLVED; the Southwest Michigan Planning Commission supports the West Michigan Shoreline Regional Development Commission's EDA Build Back Better grant application for the West Michigan Agricultural Technologies & Regional Food Systems Initiative.

RESOLVED ON THIS NINETEENTH DAY OF OCTOBER 2021.

Teri Freehling, Chair SWMPC



RESOLUTION #2021-2

WHEREAS, the Southwest Michigan Planning Commission (SWMPC), has been an Economic Development District (EDD) partner to the Department of Commerce Economic Development Administration (EDA) since 1976;

WHEREAS, the SWMPC will submit an application for a Partnership Planning Program grant by the EDA to assist SWMPC to continue to serve its economic development planning role as the EDA designated EDD for the southwest Michigan region containing Berrien, Cass, and Van Buren Counties;

WHEREAS, John Egelhaaf is the SWMPC Executive Director; and

WHEREAS, the EDA Partnership Planning Program grant funds require a local match;

NOW, THEREFORE BE IT RESOLVED that the Southwest Michigan Planning Commission authorizes the submission of the application for Partnership Planning Program grant to the EDA; and

BE IT FURTHER RESOLVED that the SWMPC authorizes its Executive Director, John Egelhaaf to submit the application for Partnership Planning Program to the EDA as the official representative of the SWMPC and has the authority to sign and execute any and all grant documents; and

BE IT FURTHER RESOLVED that the SWMPC will commit \$210,000 in unencumbered cash as the local match for said Partnership Planning Program grant application.

RESOLVED ON THIS NINETEENTH DAY OF OCTOBER 2021.

THE WELCH-LACKEY LEADERSHIP AWARD

For the Advancement of Intergovernmental Cooperation

The Southwest Michigan Planning Commission presents the Welch-Lackey Leadership Award each year in honor of former Commissioners George A. Welch and William F. Lackey. These men served the Commission in times of great personal difficulties yet continued throughout to represent the spirit of public service and to further the goals of intergovernmental cooperation. Their contribution to the communities they served embodies the leadership qualities essential to the preservation of our citizen form of government.

The recipient of the Welch-Lackey Leadership Award is selected in the fall of each year from nominees selected by the SWMPC management. Each commissioner is requested to vote, by secret ballot, for the nominee(s) who best exhibits a sense of service, leadership, and intergovernmental cooperation as exemplified by the award.

The Executive Director and Office Manager tally the votes and the award is presented at the first meeting of the following year.

Past recipients include:

1980	Robert Smith and Nancy Clark	2000	Marge Durm-Hiatt
1981	Foster Daugherty	2001	John Tapper
1982	Frances Sage	2002	Johnie Rodebush
1983	Johnie Rodebush	2003	Judy Lammers
1984	Robert Smith	2004	Don Ryman
1985	Lyle Woodworth	2005	James Snow
1986	Katherine Willis	2006	Victoria Chandler
1987	June Rollinger	2007	Linda Preston
1988	Lois Owicki	2008	John Newcomer, <i>in memoriam</i>
1989	David Healy	2009	James Sayer
1990	Donald Gast	2010	Yemi Akinwale
1991	John Verbeck	2012*	Dave Foerster & Gloria Payne
1992	James Brown	2013	Barbara Wood Cook
1993	Dean Ray	2014	Dick Stauffer
1994	Fred Tobin	2015	Jason Auvil
1995	Wilbur Ingrham and Naida Coveyeou-Wallace	2016	Richard Remus
1996	William Pickett	2017	NO RECIPIENT
1997	Larry Clymer	2018	Leon Laylin
1999	Jim Guse	2019	Don Hanson
1998	Norma Taylor	2020	Teri Freehling

* new date system, year awarded, not year of service

**Welch-Lackey Leadership Award Nominee
October 19, 2021**

Select by checking the box at left.

Roseann Marchetti

SWMPC representative from the Cass County Commission; Mrs. Marchetti has been a member of the SWMPC since 2013. Commissioner Marchetti has remained a trusted advocate for the SWMPC, a member of the Niles, Buchanan, Cass Area Transportation Study (NATS), joined the SWMPC's Comprehensive Economic Development Strategy (CEDS) committee in 2020, and has led the SWMPC's executive director evaluation process. Among her many good works, she has been active in planning work through the Imagine Cass placemaking effort in Cassopolis, and in her own assistance to MEDC's Redevelopment Ready certification for Cassopolis. She has served as the SWMPC's Vice Chair since 2020.

Please mail, fax, or email completed form to:

Southwest Michigan Planning Commission
376 West Main Street, Suite 130
Benton Harbor, MI 49022
Email: vettrainom@swmpc.org
Phone: 269-925-1137 x 1520
Fax: 269-925-0288

7a.

GRAHAM WOODHOUSE INTERGOVERNMENTAL EFFORT AWARD

The Graham Woodhouse Award was established in 1987 to honor former Dowagiac Mayor, Graham Woodhouse and is presented annually for projects that exemplify intergovernmental cooperation by local units of government and when appropriate, with other non-governmental units. Any local unit(s) of government may be nominated to receive the Award in recognition of demonstrated outstanding cooperative effort in problem solving.

The Intergovernmental Cooperation Committee will review all nominations. The criteria used in evaluating project nominations includes:

- Relative Degree of Effort by Local Units
- Scope
- Methodology
- Project Dimension

Previous winners include:

- 2010 Dowagiac/Silver Creek Township Youth Sports Park
- 2011 Lakes Area Sewer Authority Wastewater Collection and Treatment System Project
- 2012 Connecting Communities and People: Southwest Michigan Non-Motorized Transportation Plan and Map
- 2013 Lake to Grapes Corridor Wayfinding Program
- 2014 McCoy Creek Watershed Improvement Project
- 2015 Cass County Master Plan
- 2016 Berrien Springs-Oronoko Charter Township M-139 Corridor Improvement Plan and the M-139 Water and Sewer Project
- 2017 Paw Paw River South Branch Watershed Improvements
- 2018 Indiana-Michigan River Valley Trail
- 2019 Sink Road Bridge Replacement Project
- 2020 Paw Paw River Water Trail Project

GRAHAM WOODHOUSE INTERGOVERNMENTAL EFFORT AWARD
PROJECT NOMINATION FORM

2021

NAME AND LOCATION OF PROJECT:

UNITS OF GOVERNMENT AND/OR AGENCIES INVOLVED:

DATES OF OPERATION AND COMPLETION:

GEOGRAPHIC AREA BENEFITED:

CONTACT PERSON:

TITLE:

ADDRESS:

TELEPHONE NUMBERS:

DESCRIPTION OF PROGRAM/PROJECT:

GOALS AND OBJECTIVES OF PROGRAM:

DISTINCTIVE FEATURES:

TARGET GROUPS/BENEFICIARIES:

MAJOR OBSTACLES AND PROBLEMS OVERCOME:

GRAHAM WOODHOUSE INTERGOVERNMENTAL EFFORT AWARD
PROJECT NOMINATION FORM

HISTORY OF RELATIONSHIPS BETWEEN PARTIES INVOLVED:

HOW DID THE LOCAL GOVERNMENTAL UNITS WORK TOGETHER TO ACCOMPLISH OBJECTIVES?

FUNDING SOURCES	AMOUNT
1.	\$
2.	\$
3.	\$
4.	\$
TOTAL:	\$

ESTIMATED COST SAVINGS:

NOMINATED BY:

TITLE:

ADDRESS:

PHONE:

SIGNATURE:

Please mail, fax, or email completed form and any other project information to:

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Graham Woodhouse Intergovernmental Effort Award

SWMPC Internal Process

November 10	Project Submissions Due
November 17	Project Summaries Completed
November 16	Invitation to Submit Votes to SWMPC Board
November 24	Voting Due
November 29	Final Award Determination
November 30	Notify Award Winner(s)
December 2	Establish Exactly Who Gets Awards/Plaques
December 3	Awards Ordered
December 6	Meeting Invitations Sent to Awardees
December 21	SWMPC Meeting