



MEETING MINUTES – PROJECT MANAGEMENT TEAM (PMT)

March 3, 2006 1:30 – 2:30 p.m.

Kent / MSU Extension

Present: Bonnie Shupe, Cynthia Price, Herb Ranta, Gail Heffner, Betty Blase and Kendra Wills

Absent: Paul Haan, Tom Cary

I. Meeting called to order at 1:40 p.m. by Herb Ranta

II. February minutes were reviewed and approved with one editorial correction.

III. PMT Business

- a. After some discussion it was determined that the PMT would host 3 workshops in 2006 due to the fact that they did not feel attendance would be great over the summer or in December for the fourth workshop (and Kendra would be on maternity leave until mid July). The PMT may want to revisit hosting a panel discussion at a future meeting. Potential panel discussion topics: Commerce Centers, agriculture, use value taxation of farmland.
- b. The PMT liked the idea of asking Patty Birkholz to be the keynote speaker at the October membership/land use networking luncheon to speaker on water legislation tied to land use. Kendra will contact her office about her availability.
- c. PMT liked the idea of having the professional brochure printed to distribute at June 8 GVMC conference. Carol, Kendra and Merry will be working to find a graphic artist and will bring drafts/proofs back to PMT or Coalition for review and input.
- d. The PMT came to the consensus that joint Smart Growth America as a coalition member was something that we should do. Kendra was authorized to fill out the form.
- e. Cynthia agreed to distribute PMT meeting agendas and call meetings while Kendra is on maternity leave as Herb does not have email. The group will be responsible for selecting someone to take and type up minutes at each meeting. Merry will post minutes on the United Growth web site. Kendra will email Cynthia agenda templates, PMT member contact information and minutes template.
- f. Potential project for PMT to work on in April – July: Mini Grant program

IV. Plan agenda for March 21 Coalition meeting

- a. Cynthia agreed to chair the meeting.
- b. Distribute revised United Growth Coalition Structure paper
- c. Need to stress that everyone needs to have United Growth meetings on their calendars.
- d. Committee Reports: PMT, Legislative, Rural, Urban
- e. Report on United Growth principles – edited version (Urban Committee still working on their principles.)

V. Spring 2006 Newsletter

- a. After discussion the group came to consensus on the following list of articles for the Spring newsletter. The theme will be Parks, Recreation and Open Space
 - i. West Michigan Trails and Greenways campaign – Peter De Boer
 - ii. West MI Strategic Alliance's Green Infrastructure project – Greg Northrup

- iii. Cannon Township's parks/trails grant – Bonnie Shupe
- iv. North Country Trail – Paul Haan
- v. Grattan Township's ordinance to preserve prime farmland – Nancy Benner
- vi. Benchmark for United Growth – townships identifying where their prime farmland is – Kendra
- vii. Gaines Township's Prairie Wolf park and M6 trail – Don Hilton
- viii. Zoo Poo waste to energy project – Charles Gould
- ix. Millennium Park – Roger Sabine
- x. Urban Focus: Golden Shoe walking project – Cynthia Price
- xi. Eastern Townships Open Space group – Jim Ferro
- xii. Why walking is good for you, day trip in Rockford, walking/bike routes for urban and suburban residents – Bonnie Shupe
- xiii. Web Site of the Quarter – Dave Bee
- xiv. Photo contest – Barb Holt
- xv. No book review this quarter
- xvi. All articles will be half page to stay within 8 page limit.

VI. Group agreed that Herb and Cynthia would be Co-Chairs of the PMT for 2006.

VII. Meeting adjourned at 3:00 p.m.

Submitted by Kendra Wills