



# Southcentral Michigan Planning Council

300 South Westnedge Avenue · Kalamazoo, Michigan 49007

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

## Board Meeting Agenda

**MEETING DATE:** Tuesday, August 1, 2017  
**MEETING TIME:** 11:30 am  
**MEETING LOCATION:** W.E. Upjohn Institute  
300 South Westnedge Ave, Kalamazoo, MI

1. **Call to Order**
2. **Members Excused**
3. **Action:** Approval of the Agenda
4. **Action:** Approval of the Minutes
5. **Citizen Comments**
6. **Financial Report**
  - a. Presented at meeting
7. **Transportation/KATS Items**
  - a. Monthly Report Presented at the meeting
  - b. **Action:** Q3 Invoices from KATS
    - i. Z10: \$918.54
    - ii. Z11: \$8,178.22
    - iii. Z12: \$11,201.97
    - iv. *Total: \$20,298.73*
8. **Discussion:** Talent Match
  - a. Presentation by W.E. Upjohn Institute Staff
9. **Discussion/Action:** Economic Development District Status Application
  - a. Discuss a potential application to the US Department of Commerce Economic Development Administration
10. **Discussion/Action:** Michigan Economic Development Corporation Partnership
  - a. Discuss contractual relationship with MEDC to provide technical assistance with the Redevelopment Ready Communities program
11. **Discussion:** Update from the SMPC Sponsored Retirement Account Committee
  - a. Review of discussions and actions to date
12. **Discussion:** Regional Prosperity Initiative
  - a. Update on Regional Prosperity Meetings and Activities
13. **Staff Report/Other:**
  - a. MAR Annual Meeting
  - b. Brady Township
  - c. Lockport Township
  - d. Albion City
  - e. Regional Brownfield
  - f. Barry County
14. **Board Member Comments**
15. **Action:** Adjournment

*Next Meeting: September 5 in Coldwater*



# 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, June 6, 2017  
**MEETING TIME:** 10:30 am  
**MEETING LOCATION:** Kellogg Community College – Kellogg Room  
450 North Ave, Battle Creek, MI

### 1. Call to Order

- a. The meeting was called to order at 10:41 am.

### 2. Members Excused

- a. All members present.

### 3. Action: Approval of the Agenda

- a. Pangle made a motion to approve the agenda.
  - i. Carahaly seconded the motion.
- b. *The motion carried.*

### 4. Action: Approval of the Minutes

- a. Ault noted a typo in the minutes. Staff will correct.
- b. Carahaly made a motion to approve the corrected minutes.
  - i. Pangle seconded the motion.
- c. *The motion carried.*

### 5. Citizen Comments

- a. None made.

### 6. Financial Report

- a. Staff led the board through a review of the financial report. The board had a few questions but liked the format of the report.

### 7. Transportation/KATS Items

- a. KATS staff gave a verbal report of activities conducted on behalf of SMPC during the Month of May.
  - i. The board had a few questions regarding the activities and specifically the rural task force financial updates.
- b. SMPC and KATS staff led a review of the proposed revisions to the FY 208-2019 SMPC-KATS Contract.
  - i. Only a few minor changes were made to the previous version of the contract. The changes were made to bring the contract in line with MDOT expectations. The board did not feel that the changes substantially altered the contract.
    - 1) Carahaly made a motion to approve the 2018-2019 SMPC-KATS contract.
      - a) Pangle seconded the motion.
    - 2) *The motion carried.*
- c. Review of FY 2018 Regional Transportation Work Program
  - i. SMPC and KATS Staff led the board through the proposed FY 2018 Work Program.
  - ii. The board had a few questions related to the budget in each of the work elements. Staff noted that the budget is flexible and that MDOT allows the region to shift funds between elements as long as the region's expenses stays within three funding sources.
    - 1) McGraw made a motion to approve the FY 2018 Regional Transportation Work Program.
      - a) Kale seconded the motion.
    - 2) *The motion carried.*

- d. Review of MDOT Master Agreement
  - i. Staff gave an overview of the agreement. The agreement was very similar to those previously approved by the board. The board had a few fundamental question but felt that the agreement was appropriate.
    - 1) Kale made a motion to approve the MDOT Master Agreement for FY 2018-2020.
      - a) McGraw seconded the motion.
    - 2) *The motion carried.*

**8. Discussion: Regional Prosperity Initiative**

- a. Staff gave an overview of the presentation by EDA and the Upjohn Institute. Carahaly outlined some of the more interesting points from the Talent Mach presentation. The board discussed those points at-length. Staff will give the presentation at the August meeting.

**9. Discussion: Update from the SMPC Sponsored Retirement Account Committee**

- a. Staff and Carahaly let the board through an update on the activities to-date.

**10. Staff Report/Other:**

- a. None

**11. Board Member Comments**

- a. Ault noted that Calhoun County received a grant from MDOT to commission a study into a county-wide transportation system.

**12. Action: Adjournment**

- a. The meeting adjourned at 11:48 am.

*a) **Next Meeting: August 1 in Kalamazoo***

**W.E. Upjohn Institute for Employment Research**

Projects 34050, 34051, 34052, 34053, 34054  
 Southcentral Michigan Planning Council  
 FY17 10/1/16 - 9/30/17  
 Director: Lee Adams

<b>FY17</b>	34050		34051		34052		34053		34054		Total	Total
<b>June</b>	Fiscal	SMPC General	Fiscal	SMPC RPI	Fiscal	SMPC Plan	Fiscal	SMPC Transp	Fiscal	SMPC Transp	FY 2016	Total
	YTD 2017	Budget	YTD 2017	Budget	YTD 2017	Budget	YTD 2017	Budget	YTD 2017	Budget	To Date	Budget
Wages	11,064.95		10,683.47		4,549.10		1,308.94		24,420.00		52,026.46	
Fringe	7,067.06		5,622.86		2,896.38		827.72		-		16,414.02	
	-		-		-		-		-		-	
<b>Wages &amp; Fringe</b>	<b>18,132.01</b>	<b>15,000.00</b>	<b>16,306.33</b>	<b>25,000.00</b>	<b>7,445.48</b>	<b>15,000.00</b>	<b>2,136.66</b>	<b>5,000.00</b>	<b>24,420.00</b>	<b>33,600.00</b>	<b>68,440.48</b>	<b>93,600.00</b>
<i>Incumbrances</i>												
?												
?												
Training	-	1,000.00	-	-	-	1,000.00	-	-	-	-	-	2,000.00
MI Assoc of Region Dues	960.00	960.00	-	-	-	-	-	-	-	-	960.00	960.00
Computer Charges	-	-	-	-	-	-	-	-	-	-	-	-
SMPC Liability Insurance	-	2,100.00	-	-	-	-	-	-	-	-	-	2,100.00
Consulting - KATS	-	-	-	-	-	5,000.00	43,368.58	87,950.00	-	-	43,368.58	92,950.00
Consulting - Legal Fees	7,162.95	5,000.00	-	-	-	-	-	-	-	-	7,162.95	5,000.00
Copies/Duplicating	5.20	25.00	-	100.00	-	100.00	-	25.00	0.08	-	5.28	250.00
Postage	-	15.00	-	-	-	-	-	-	-	-	-	15.00
Supplies - Office	92.40	-	-	-	-	-	-	-	-	-	92.40	50.00
Telephone	-	10.00	-	50.00	-	10.00	-	25.00	-	-	-	95.00
Software - License/Supplie	7.08	-	-	-	-	-	-	-	-	-	7.08	-
Web Site Hosting	23.35	-	-	-	-	-	-	-	-	-	23.35	-
Travel Reimbursement	-	-	-	-	-	-	-	-	-	-	-	-
Travel	1,301.32	1,500.00	102.30	750.00	226.52	1,000.00	4.28	200.00	424.13	-	2,058.55	3,450.00
<b>Other Expense</b>	<b>9,552.30</b>	<b>10,660.00</b>	<b>102.30</b>	<b>900.00</b>	<b>226.52</b>	<b>7,110.00</b>	<b>23,074.13</b>	<b>88,200.00</b>	<b>424.21</b>	<b>-</b>	<b>53,678.19</b>	<b>106,870.00</b>
<b>Total Expense</b>	<b>27,684.31</b>	<b>25,660.00</b>	<b>16,408.63</b>	<b>25,900.00</b>	<b>7,672.00</b>	<b>22,110.00</b>	<b>25,210.79</b>	<b>93,200.00</b>	<b>24,844.21</b>	<b>33,600.00</b>	<b>122,118.67</b>	<b>200,470.00</b>
Billings 34050,34051,34054	16,500.00		16,975.76						24,844.21		58,319.97	-
Homer Twp 24020 34052	-		-		4,105.85		-		-		4,105.85	
Penn 24021 34052	-		-		-		-		-		-	
St Joe 24022 34052	-		-		480.00		-		-		480.00	
Fabius 34052	-		-		-		-		-		-	
Lockport 24027 34052	-		-		891.00		-		-		891.00	
Ross 24028 34052	-		-		-		-		-		-	
Trans Z9 34053	-		-		-		-	14,000.00	-		-	
Trans Z10 34053	-		-		-		8,115.15	26,000.00	-		8,115.15	
Trans Z11 34053	-		-		-		16,672.66	53,162.00	-		16,672.66	
Trans Z12 34053	-		-		-		20,934.24	-	-		20,934.24	
<b>Total Billings</b>	<b>16,500.00</b>	<b>16,500.00</b>	<b>16,975.76</b>	<b>30,000.00</b>	<b>5,476.85</b>	<b>25,000.00</b>	<b>45,722.05</b>	<b>93,162.00</b>	<b>24,844.21</b>	<b>33,600.00</b>	<b>109,518.87</b>	<b>198,262.00</b>
Expense	27,684.31	25,660.00	16,408.63	25,900.00	7,672.00	22,110.00	25,210.79	93,200.00	24,844.21	33,600.00	122,118.67	200,470.00
<b>Net Income(Expense)</b>	<b>(11,184.31)</b>	<b>(9,160.00)</b>	<b>567.13</b>	<b>4,100.00</b>	<b>(2,195.15)</b>	<b>2,890.00</b>	<b>20,511.26</b>	<b>(38.00)</b>	<b>-</b>	<b>-</b>	<b>(12,599.80)</b>	<b>(2,208.00)</b>
Billings	16,500.00	16,500.00	16,975.76	30,000.00	5,476.85	25,000.00	45,722.05	93,162.00	24,844.21	33,600.00	109,518.87	198,262.00
Receipts	16,500.00	16,500.00	12,320.51	30,000.00	4,585.85	25,000.00	24,351.22	93,200.00	22,064.21	33,600.00	79,821.79	198,300.00
<b>Acct.Rec.Balance</b>	<b>-</b>	<b>-</b>	<b>4,655.25</b>	<b>-</b>	<b>891.00</b>	<b>-</b>	<b>21,370.83</b>	<b>(38.00)</b>	<b>2,780.00</b>	<b>-</b>	<b>29,697.08</b>	<b>(38.00)</b>

Lake Michigan Credit Union Balance: \$64,523.79



## The Metropolitan Planning Organization for the Greater Kalamazoo Area

5220 Lovers Lane, Suite 110

Portage, MI 49002

☎ 269-343-0766

✉ info@KATSmpo.org

TO: Southcentral Michigan Planning Council Board  
FROM: Jonathan Start, KATS Executive Director  
DATE: July 25, 2017  
SUBJECT: Southcentral Michigan Planning Council Report

During the months of May, June and July, 2017, KATS staff worked on the Michigan Department of Transportation (MDOT) Planning Activities for the Southcentral Michigan Planning Council (SMPC). Work was concentrated in the following activities:

- Continued to work on scheduling federal aid Pavement Surface Evaluation and Rating (PASER) ratings with Kalamazoo County
- Participated in PASER ratings for federal aid roads in Barry, Calhoun and Kalamazoo Counties
- Began quality control for federal aid PASER ratings for Barry, Calhoun and Kalamazoo Counties
- Continued to work with SMPC Executive director, MDOT and KATS Policy to submit, revise and secure final approval of the SMPC Board of an extension to the KATS contract with SMPC through FY 2019
- Prepared a draft 2018 Work Program with MDOT
- Assisted the Villages of Tekonsha and Homer with questions regarding the Rural Task Force program
- Scheduled, advertised, attended and kept minutes of a special Hastings Small Urban Task Force meeting for the purpose of amending the 2017 Small Urban program. Submitted meeting minutes, proof of public advertisement and revised project applications/letters of financial assurance to Michigan Department of Transportation Planning for approval of the amended program
- Participated in Transportation Asset Management Council's Asset Management Coordinators Conference Call
- Participated in PASER ratings for federal aid roads in Barry and Calhoun Counties
- Performed quality control for PASER ratings in Barry and Calhoun counties and sent files to respective road commission representatives for their review prior to submission to the Transportation Asset Management Council
- Reviewed and commented on draft Policy for Collection of Roadway Surface Condition Data for the Transportation Asset Management Asset Council
- Attended FHWA webinar on Highway Performance Measures final rules
- Worked on draft Asset Management Plan for Paved Roads for the Road Commission of Kalamazoo County
- Attended the 2017 Michigan Transportation Planning Association Conference.

**W.E. Upjohn Institute for Employment Research  
(Southcentral Michigan Planning Council)**

EIN: 38-1360419  
300 South Westnedge Avenue  
Kalamazoo, Michigan 49007-4686  
Phone (269) 343-5541

**Invoice #: Z10 2017-3**

Michigan Department of Transportation  
Tom Doyle  
P.O. Box 30050  
Lansing, MI 48909  
[Doylet@michigan.gov](mailto:Doylet@michigan.gov)  
[BelknapR@michigan.gov](mailto:BelknapR@michigan.gov)

Invoice Date: 7/25/2017  
Billing Period: 4/1/17 - 6/30/17  
Final (Y/N): No

Authorization #: 2015-0020 Z-10  
Rural Task Force and Small Urban Program

Labor	588.77
Fringe	169.67
Indirect	160.10
Office Supplies	0.00
Postage	0.00
Equipment	0.00
- Hardware	0.00
- Software	0.00
Travel Expenses	0.00
- Food	0.00
- Lodging	0.00
- Mileage	0.00
Meeting Expense	0.00
Local Agency Reimbursement	0.00
Miscellaneous	0.00
Consultant	0.00
<b>Total Requested Amount This Invoice</b>	<b>918.54</b>

I hereby certify that the foregoing report is a true statement of expenditures that have been made solely for the purposes set forth in the subcontract agreement as approved.

  
Lee Adams, Director Southcentral Michigan Planning Council  
Date: 7/25/17

MDOT Program Manager \_\_\_\_\_ Date

MDOT Supervisor \_\_\_\_\_ Date

CSD Payments \_\_\_\_\_ Date

Kalamazoo Area Transportation Study  
Southcentral Michigan Planning Commission  
**Progress Report for  
April 1, 2017-June 30, 2017**

**Management of the Rural Task Force and Small Urban Program**

Contract: 2015-0020  
Authorization: Z10

**3108 Management of the Rural Task Force and Small Urban Programs**

- Updated Rural Task Force #3 Transportation Improvement Program tracking spreadsheets
- Submitted proposed amendments to efile spreadsheets for inclusion in the State Transportation Improvement Program to the Michigan Department of Transportation Planning
- Worked with Michigan Department of Transportation Planning staff to insure that files in the new JobNet system match the Rural Task Force #3 Transportation Improvement Program efile spreadsheet
- Assisted the Villages of Tekonsha and Homer with questions regarding the Rural Task Force process and project eligibility
- Worked with Michigan Department of Transportation Planning staff to determine if the 2017 Hastings Small Urban Task Force projects could be amended
- Scheduled, prepared materials for, attended and prepared minutes for a special Hastings Small Urban Task Force meeting to amend the 2017 approved projects list
- Reviewed applications and letters of financial assurance from the City of Hastings and Barry County Road Commission and forwarded to Michigan Department of Transportation Planning for amendment of the 2017 Hastings Small Urban Task Force projects

**3109 Public Involvement and Consultation Process for Non-Metropolitan Areas**

- Prepared and published Public Notice for a special Hastings Small Urban Task Force meeting

**3110 Public Involvement for Air Quality Conformity**

- No work was completed in this work element

**W.E. Upjohn Institute for Employment Research  
(Southcentral Michigan Planning Council)**

EIN: 38-1360419  
300 South Westnedge Avenue  
Kalamazoo, Michigan 49007-4686  
Phone (269) 343-5541

**Invoice #: Z11 2017-3**

Michigan Department of Transportation  
Tom Doyle  
P.O. Box 30050  
Lansing, MI 48909  
[Doylet@michigan.gov](mailto:Doylet@michigan.gov)  
[BelknapR@michigan.gov](mailto:BelknapR@michigan.gov)

Invoice Date: 7/25/2017  
Billing Period: 4/1/17 - 6/30/17  
Final (Y/N): No

Authorization #: 2015-0020 Z-11  
Regional Transportation Planning Work Program

Labor	4,638.30
Fringe	2,850.92
Indirect	1,756.82
Office Supplies	0.00
Postage	0.00
Equipment	0.00
- Hardware	0.00
- Software	0.00
Travel Expenses	0.00
- Food	0.00
- Lodging	0.00
- Mileage	4.28
Meeting Expense	0.00
Local Agency Reimbursement	0.00
Miscellaneous	0.00
Consultant	0.00
<b>Total Requested Amount This Invoice</b>	<b>9,250.32</b>

I hereby certify that the foregoing report is a true statement of expenditures that have been made solely for the purposes set forth in the subcontract agreement as approved.

  
Lee Adams, Director Southcentral Michigan Planning Council  
Date 7/25/17

MDOT Program Manager \_\_\_\_\_ Date

MDOT Supervisor \_\_\_\_\_ Date

CSD Payments \_\_\_\_\_ Date



Kalamazoo Area Transportation Study  
Southcentral Michigan Planning Commission  
**Progress Report for:**  
**April 1, 2017-June 30, 2017**

**Implementation of the FY 2017 Regional Transportation Planning Work Program**

Contract: 2015-0020  
Authorization: Z11

**3101 Program Management**

- Produced Southcentral Michigan Planning Council Progress reports and billing
- Prepared reports for and attended monthly Southcentral Michigan Planning Council board meetings
- Met with Michigan Department of Transportation and Southcentral Michigan Planning Council representatives to discuss the 2018 Work Program
- Reviewed draft 2018 Work Program draft document

**3102 Technical Assistance to MDOT**

- Discussed implementation of the Jobnet System for the Region with MDOT
- Reviewed rural projects in Jobnet System for accuracy

**3103 Technical Assistance to Member Agencies**

- Assisted Calhoun County with programming their 2017 Rural Task Force projects
- Attended Michigan Department of Transportation/Federal Highway Administration Construction Focus webinar
- Attended Kalamazoo Area Transportation Technical and Policy Committee meetings for Transportation Improvement Program amendments on projects overlapping Rural Task Force #3 and Kalamazoo Area Transportation Study areas

**3104 Access Management**

- Reviewed the Region status with Access Management Plans
- Review of MDOT Access Management program

**3105 Pure Michigan Byway Program**

- Reviewed Region status with Pure Michigan Byways
- Reviewed MDOT Pure Michigan Byway program
- 

**3106 Non-motorized Mapping and Investment Plan**

- Reviewed Region status with non-motorized planning
- Reviewed MDOT Southwest Region Non-motorized plan

**3107 Rural Safety Planning**

- Worked on establishing a database to track results of a query to Region 3 road agencies as to the status of their Model Inventory of Roadway Elements data that will be required for future Federal Highway Administration compliance





Date 05/31/2017  
Time 14:04:57

Barry County Road Commission  
GL - Lookup

Item/Description  
Pay Type  
O Employee #  
E Invoice #

PO Number  
RO #  
Check #

Reference Number	Date	Rate/ Cost	Qty/ Hours	Amount	Pr
212	05/15/17	30.980000	8.00	247.84	5
212	05/16/17	30.980000	7.00	216.86	5
212	05/24/17	30.980000	1.00	30.98	5
Total Labor				495.68	
Report Total				495.68	***

Fred Nagler Time Shows

5/15/17 - 7 hrs

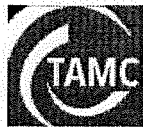
5/16/17 - 7 hrs

14 hrs - Bill for 14 hrs not 16 hrs



# TRANSPORTATION ASSET MANAGEMENT COUNCIL

## 2017 DATA COLLECTION - ROAD INVENTORY LOG

<b>CREW:</b> Include members name and 2017 PASER Training Date or Certification Exam Date		Date: 05/01/17
M-DOT Region -	Name: <u>Eric Wernette</u>	Date: <u>03/29/17</u>
Planning Region -	<u>Fred Nagler</u>	<u>03/29/17</u>
County -	<u>Fred Oaks</u>	<u>03/29/17</u>
City -		
		Hours/Minutes Worked: <u>2.75 Hours</u>
		 Michigan Transportation Asset Management Council

Please check the following work type:

OFFICE WORK:	<input type="checkbox"/>
--------------	--------------------------

FIELD WORK:	<input checked="" type="checkbox"/>
-------------	-------------------------------------

**GEOGRAPHIC AREA:** Please insert region, county, township, city, etc.

Calhoun County

### MILEAGE LOG:

<b>VEHICLE:</b>	<b>General Comments:</b>
BEGIN MILE: <u>44000</u>	
END MILE: <u>44083</u>	
TOTAL: <u>83</u>	

TOTAL MILES OF FED-AID ELIGIBLE  
ROADS INVENTORIED: 32.858

Please fill out this form each day you perform Asset Management tasks. E-mail to [chesbrog@michigan.gov](mailto:chesbrog@michigan.gov). If you have any questions, please contact Gil Chesbro at 517- 335-2963 (office) or 517-242-3535 (cell)

\*\*\* INVOICE \*\*\*

ST. JOSEPH COUNTY ROAD COMMISSION  
20914 M-86  
CENTREVILLE, MI 49032-9622

Phone: 269-467-6393

8888

Kalamazoo Area  
Transportation Study  
5220 Lovers Lane  
Suite 110  
Portage, MI 49002

Invoice Number

1290

Invoice Date

04/30/2017

Work Order Number

888888

201 County Road Fund

Miscellaneous

Pasor Rating

Donald Preston  
Engineering Tech

15.25 hours @ \$51.88

\$791.17

Total Federal Paser Rating:


\$791.17

THANK YOU



# TRANSPORTATION ASSET MANAGEMENT COUNCIL

## 2017 DATA COLLECTION - ROAD INVENTORY LOG

<b>CREW:</b> Include members name and 2017 PASER Training Date or Certification Exam Date		Date: 04/17/17
M-DOT Region -	Name: <u>Jim Moomey</u>	Date: <u>03/29/17</u>
Planning Region -	<u>Fred Nagler</u>	<u>03/29/17</u>
County -	<u>Don Preston</u>	<u>03/29/16</u>
City -		
		Hours/Minutes Worked: <u>7.75 Hours</u>
		 Michigan Transportation Asset Management Council

Please check the following work type:

OFFICE WORK:	<input type="checkbox"/>
--------------	--------------------------

FIELD WORK:	<input checked="" type="checkbox"/>
-------------	-------------------------------------

**GEOGRAPHIC AREA:** Please insert region, county, township, city, etc.

St. Joseph County

### MILEAGE LOG:


<b>VEHICLE:</b>	<b>General Comments:</b>
<b>BEGIN MILE:</b> <u>43203</u>	
<b>END MILE:</b> <u>43356</u>	
<b>TOTAL:</b> <u>153</u>	

**TOTAL MILES OF FED-AID ELIGIBLE  
ROADS INVENTORIED:** 107.934

Please fill out this form each day you perform Asset Management tasks. E-mail to [chesbrog@michigan.gov](mailto:chesbrog@michigan.gov). If you have any questions, please contact Gil Chesbro at 517- 335-2963 (office) or 517-242-3535 (cell)

# TRANSPORTATION ASSET MANAGEMENT COUNCIL

## 2017 DATA COLLECTION - ROAD INVENTORY LOG

<b>CREW: Include members name and 2017 PASER Training Date or Certification Exam Date</b>		Date: 04/18/17
M-DOT Region -	Name: <u>Jim Moomey</u>	Date: <u>03/29/17</u>
Planning Region -	<u>Fred Nagler</u>	<u>03/29/17</u>
County -	<u>Don Preston</u>	<u>03/29/16</u>
City -		
		Hours/Minutes Worked: <u>7.5 Hours</u>
		 Michigan Transportation Asset Management Council

Please check the following work type:

OFFICE WORK:	<input type="checkbox"/>
--------------	--------------------------

FIELD WORK:	<input checked="" type="checkbox"/>
-------------	-------------------------------------

<b>GEOGRAPHIC AREA: Please insert region, county, township, city, etc.</b>
--

St. Joseph County

MILEAGE LOG:	
<b>VEHICLE:</b>	<b>General Comments:</b>
<b>BEGIN MILE:</b> <u>43474</u>	
<b>END MILE:</b> <u>43653</u>	
<b>TOTAL:</b> <u>179</u>	
<b>TOTAL MILES OF FED-AID ELIGIBLE ROADS INVENTORIED:</b> <u>113.154</u>	

Please fill out this form each day you perform Asset Management tasks. E-mail to [chesbrog@michigan.gov](mailto:chesbrog@michigan.gov). If you have any questions, please contact Gil Chesbro at 517- 335-2963 (office) or 517-242-3535 (cell)

Kalamazoo Area Transportation Study  
Southcentral Michigan Planning Commission  
**Progress Report for**  
**April 1, 2017-June 30, 2017**

**FY 2017 Asset Management**

Contract: 2015-0020  
Authorization: Z12

**3111 Asset Management**

- Participated in the Transportation Asset Management Council's monthly regional Pavement Surface Evaluation and Rating coordinators conference calls
- Scheduled and participated in PASER rating on federal aid eligible roads in Barry, Branch, Calhoun and St. Joseph counties
- Worked with Roadsoft technical support to resolve issues with PASER ratings in the City of Coldwater
- Worked on development of a draft Asset Management Plan for Pavements for the Road Commission of Kalamazoo County
- Reviewed and offered comments on draft Transportation Asset Management Council PASER rating rules
- Participated in Transportation Asset Management Council asset management coordinators conference calls

**Kalamazoo Area Transportation Study**  
**Southcentral Michigan Planning Council**  
 Cost Distribution Report for:  
 April 1, 2017 to June, 2017

**MDOT Agreement:** 2015-0020/Z11  
**Project Description:** Implementation of the FY 2017 Regional Transportation Planning Work Program  
**Billing Number:** 3  
**Authorization Amount:** \$26,000.00

Task No.	Task Description	Current Billing	Prior Billings	Billed to Date	Budget	Remaining	Percent Complete
3101	Program Management	\$1,536.98	\$3,906.35	\$5,443.33	\$10,233.00	\$4,789.67	53.19%
3102	Technical Assistance to MDOT	\$333.26	\$437.01	\$770.27	\$2,964.00	\$2,193.73	25.99%
3103	Technical Assistance to Member Agencies	\$5,574.76	\$956.89	\$6,531.65	\$9,424.00	\$2,892.35	69.31%
3104	Access Management	\$133.32	\$0.00	\$133.32	\$277.00	\$143.68	48.13%
3105	Pure Michigan Byway Program	\$133.32	\$0.00	\$133.32	\$277.00	\$143.68	48.13%
3106	Non-motorized Mapping and Investment Plan	\$133.32	\$0.00	\$133.32	\$277.00	\$143.68	48.13%
3107	Rural Safety Planning	\$333.26	\$840.72	\$1,173.98	\$2,548.00	\$1,374.02	46.07%
<b>TOTAL</b>		<b>\$8,178.22</b>	<b>\$6,140.97</b>	<b>\$14,319.19</b>	<b>\$26,000.00</b>	<b>\$11,680.81</b>	<b>55.07%</b>

**MDOT Agreement:** 2015-0020/Z10  
**Project Description:** Management of the Rural Task Force and Small Urban Program  
**Billing Number:** 3  
**Authorization Amount:** \$14,000.00

Task No.	Task Description	Current Billing	Prior Billings	Billed to Date	Budget	Remaining	Percent Complete
3108	Management of the Rural Task Force and Small Urban Programs	\$585.28	\$7,176.56	\$7,761.84	\$11,632.00	\$3,870.16	66.73%
3109	Public Involvement and Consultation Process for Non-Metropolitan Areas	\$333.26	\$20.05	\$353.31	\$1,997.00	\$1,643.69	17.69%
3110	Public Involvement for Air Quality Conformity	\$0.00	\$0.00	\$0.00	\$371.00	\$371.00	0.00%
<b>TOTAL</b>		<b>\$918.54</b>	<b>\$7,196.61</b>	<b>\$8,115.15</b>	<b>\$14,000.00</b>	<b>\$5,884.85</b>	<b>57.97%</b>

**MDOT Agreement:** 2015-0020/Z12  
**Project Description:** Asset Management  
**Billing Number:** 3  
**Authorization Amount:** \$53,162.00

Task No.	Task Description	Current Billing	Prior Billings	Billed to Date	Budget	Remaining	Percent Complete
3111	Asset Management	\$11,201.97	\$9,732.27	\$20,934.24	\$53,162.00	\$32,227.76	39.38%
<b>TOTAL</b>		<b>\$11,201.97</b>	<b>\$9,732.27</b>	<b>\$20,934.24</b>	<b>\$53,162.00</b>	<b>\$32,227.76</b>	<b>39.38%</b>

**Kalamazoo Area Transportation Study**  
**Southcentral Michigan Planning Council**  
 Invoice Cost Breakdown by Project for:  
 April 1, 2017 to June, 2017

**MDOT Agreement:** 2015-0020/Z11  
**Project Description:** Implementation of the FY 2017 Regional Transportation Planning Work Program  
**Billing Number:** 3  
**Authorization Amount:** \$26,000.00

Task No.	Task Description	Salaries	Fringe	Indirect	Direct	Total
3101	Program Management	\$774.44	\$494.65	\$267.89		\$1,536.98
3102	Technical Assistance to MDOT	\$164.41	\$110.76	\$58.09		\$333.26
3103	Technical Assistance to Member Agencies	\$2,792.23	\$1,810.89	\$971.64		\$5,574.76
3104	Access Management	\$65.77	\$44.31	\$23.24		\$133.32
3105	Pure Michigan Byway Program	\$65.77	\$44.31	\$23.24		\$133.32
3106	Non-motorized Mapping and Investment Plan	\$65.77	\$44.31	\$23.24		\$133.32
3107	Rural Safety Planning	\$164.41	\$110.76	\$58.09		\$333.26
<b>TOTAL</b>		<b>\$4,092.80</b>	<b>\$2,659.99</b>	<b>\$1,425.43</b>	<b>\$0.00</b>	<b>\$8,178.22</b>

**MDOT Agreement:** 2015-0020/Z10  
**Project Description:** Management of the Rural Task Force and Small Urban Program  
**Billing Number:** 3  
**Authorization Amount:** \$14,000.00

Task No.	Task Description	Salaries	Fringe	Indirect	Direct	Total
3108	Management of the Rural Task Force and Small Urban Programs	\$424.36	\$58.91	\$102.01		\$585.28
3109	Public Involvement and Consultation Process for Non-Metropolitan Areas	\$164.41	\$110.76	\$58.09		\$333.26
3110	Public Involvement for Air Quality Conformity					
<b>TOTAL</b>		<b>\$588.77</b>	<b>\$169.67</b>	<b>\$160.10</b>	<b>\$0.00</b>	<b>\$918.54</b>

**MDOT Agreement:** 2015-0020/Z12  
**Project Description:** Asset Management  
**Billing Number:** 3  
**Authorization Amount:** \$53,162.00

Task No.	Task Description	Salaries	Fringe	Indirect	Direct	Total
3111	Asset Management	\$5,212.17	\$2,669.98	\$1,663.77		\$11,201.97
<b>TOTAL</b>		<b>\$5,212.17</b>	<b>\$2,669.98</b>	<b>\$1,663.77</b>	<b>\$1,656.05</b>	<b>\$11,201.97</b>

## EDD Designation Request

To request designation as an EDD, an applicant must have an EDA-approved CEDS and at least one geographical area within the designated service boundaries must meet EDA's regional distress criteria set out in 13 C.F.R. § 301.3(a). Additionally, the applicant seeking designation will need to ensure that the requirements set out in 13 C.F.R. parts 303 and 304 are met before requesting a designation as an EDD.

- **Action Request Letters.** The designation request must include letters in support of a designation including:
  - Letter from the Chair of the District Organization requesting the action. This letter must be written on District Organization letterhead and must address the reasons why the organization is requesting this action.
  - Letter(s) of concurrence from the state(s). These letter(s) must be written on state letterhead, clearly demonstrate support from the state regarding the proposed action, and include a list of counties in the proposed EDD. The letter must also clearly affirm state approval of the District Organization's CEDS.
  - County resolutions or letters of support from at least a majority of the relevant geographic areas.
- **Background.** The background section must include the composition and location of the proposed EDD, as well as information on the geographic areas that would comprise the new EDD, if designated. The Project Officer must include a general discussion of the area(s) proposed for designation, total population, and a description of the physical and socio-economic characteristics, including unemployment, per capita income (PCI), identification and description of the EDA eligible area(s), and other relevant data. Population, PCI, and unemployment data may be included in a table format. The background section must describe the economic conditions of the area, paying particular attention to document the economic distress of the region using information drawn from (or informed by) the CEDS.
- **Maps.** The maps of the proposed EDD must indicate the location of the proposed District within the states, counties, urban centers, eligible areas, important transportation nodes and networks, and significant geographic features that impact economic development, such as wetlands, floodplains, and identified brownfields. When possible, this map should illustrate the spatial economic linkages between the counties included in the new District.
- **Economic Justification of Proposed Designation.** The justification must discuss how the proposed designation will advance EDA's mission in the region. This information should be drawn from (or informed by) the CEDS document on file in the regional office. Reference to the information being "contained in or consistent with the CEDS" is insufficient. The justification must include a written analysis that supports the proposed region being designated as an EDD. For example, the Region may:
  - Share economic and community development challenges and opportunities with the existing area covered by the District;

- Share employment patterns, workforce characteristics, or a workforce development strategy with the existing area covered by the District;
  - Share transportation access issues and/or transportation networks with the existing area covered by the District;
  - Have industry or business clusters in common with, or tied to, clusters located within the District's existing boundaries;
  - Share natural resource planning (e.g., watershed planning) with the areas located within the District's existing boundaries; and
  - Share resources that affect economic development, such as high-speed telecommunications access (see 13 C.F.R. § 303.7(b)).
- **Applicant District Organization Composition and Information.** The designation request must include following information:
    - Current copies of the entities Articles of Incorporation, By-Laws, Intergovernmental Agreement, and/or Enabling Legislation for the applicant District Organization;
    - List of participating jurisdictions and rationale for excluding non-participants contained within the geographic boundary;
    - Governing Board and Executive Committee membership roster for the applicant District Organization In implementing 13 C.F.R. § 304.2(c).
    - The District Organization's staff roster that includes each staff member's educational background and professional experience.



STATE OF MICHIGAN  
EXECUTIVE OFFICE  
LANSING

RICK SNYDER  
GOVERNOR

BRIAN CALLEY  
LT. GOVERNOR

June 14, 2017

Mr. Lee Shirey, Economic Development Representative  
U.S. Department of Commerce, Economic Development Administration  
230 South Dearborn Street  
Chicago, Illinois 60604

Subject: EDA Boundary Adjustment - Barry County, Michigan

Dear Mr. Shirey:

Michigan Governor Rick Snyder established ten Prosperity Regions in 2013 to streamline the delivery of state services and to encourage collaboration and growth in economic development. Prosperity Region 4, includes the seven counties served by the West Michigan Regional Planning Commission (WMRPC) and the five counties served by the West Michigan Shoreline Regional Development Commission (WMSRDC). It also includes Barry County, which is served by the Southcentral Michigan Planning Commission (SMPC). A map depicting the Prosperity Regions is included to assist your understanding of the geography of this request.

To advance consistency with State of Michigan service areas and to fully align counties with the Prosperity Regions, I respectfully request the U.S. Economic Development Administration (EDA) modify and expand the Economic Development District (EDD) boundaries of the WMRPC to add Barry County to the current seven counties of Allegan, Ionia, Kent, Mecosta, Montcalm, Osceola, and Ottawa. Additionally, this requested change, if approved, will require changing the EDD boundaries of the SMPC to remove Barry County. No changes to the EDD boundaries of WMSRDC are required or requested.

Please contact me with any questions.

Sincerely,



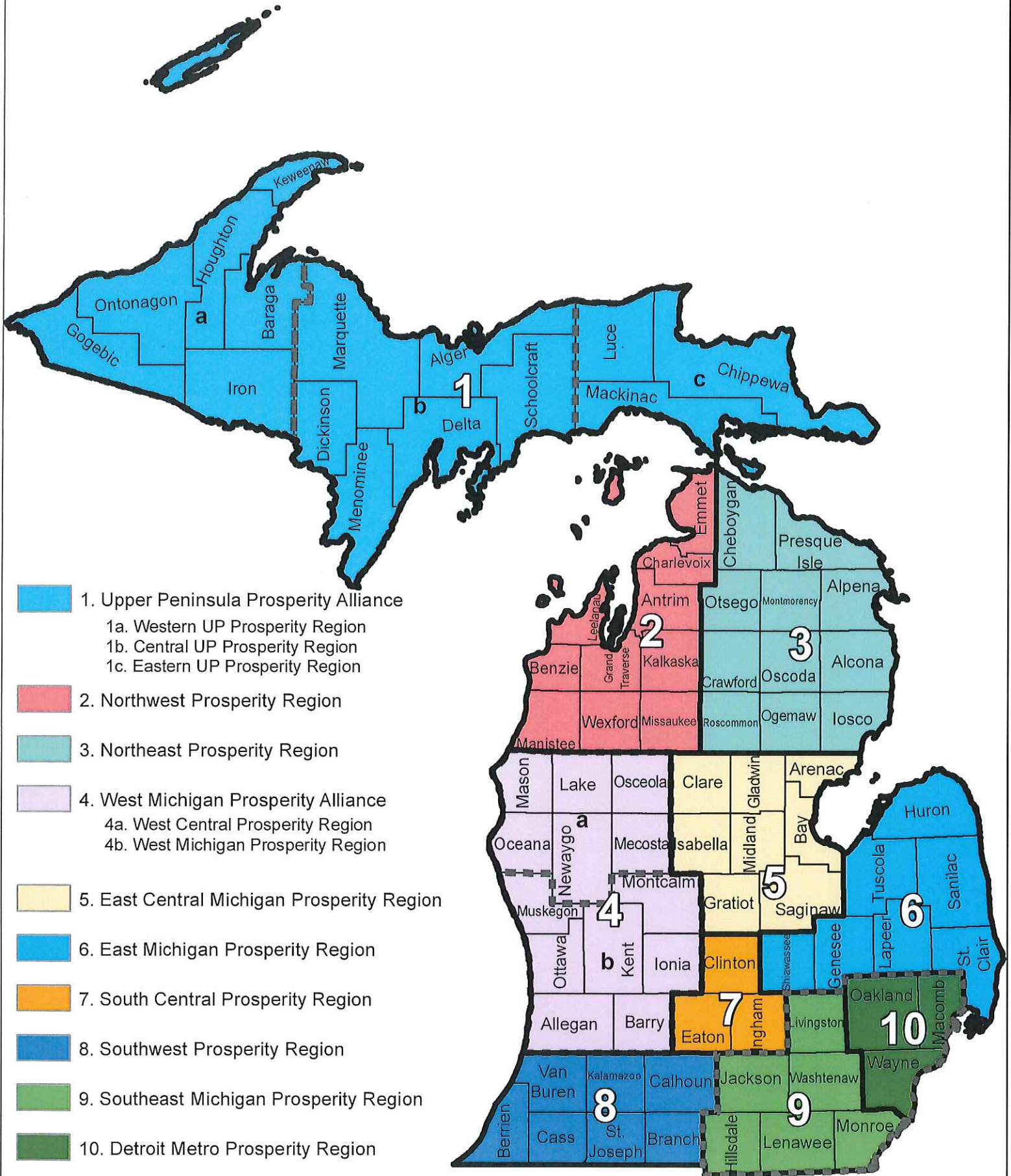
John Walsh  
Director of Strategy  
Executive Office of Governor Rick Snyder

Enclosure

cc: Erin Kuhn, WMRSDC  
Dave Bee, WMRPC  
Lee Adams, SMPC  
John Weiss, West Michigan Prosperity Alliance



# State of Michigan Prosperity Regions



- 1. Upper Peninsula Prosperity Alliance
  - 1a. Western UP Prosperity Region
  - 1b. Central UP Prosperity Region
  - 1c. Eastern UP Prosperity Region
- 2. Northwest Prosperity Region
- 3. Northeast Prosperity Region
- 4. West Michigan Prosperity Alliance
  - 4a. West Central Prosperity Region
  - 4b. West Michigan Prosperity Region
- 5. East Central Michigan Prosperity Region
- 6. East Michigan Prosperity Region
- 7. South Central Prosperity Region
- 8. Southwest Prosperity Region
- 9. Southeast Michigan Prosperity Region
- 10. Detroit Metro Prosperity Region

Service Delivery Regions