

Southcentral Michigan Planning Council

300 South Westnedge Avenue · Kalamazoo, Michigan 49007

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

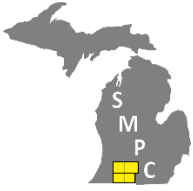
Board Meeting Agenda

MEETING DATE: Tuesday, August 4, 2020
MEETING TIME: 11:30 am
MEETING LOCATION: Virtual Meeting
<https://www.gotomeet.me/Upjohn> (Audio and Video)
1-877-309-2073 (Toll Free)
1-669-224-3217
Access Code: 422-647-013

1. Call to Order
2. Representatives Present/Introductions
3. Representatives Excused [Action]
4. Approval of the Agenda [Action]
5. Approval of the Minutes [Action]
6. Public Comments
7. Acceptance of the Financial Report
 - a. Review and accept quarterly report [Action]
8. Transportation
 - a. KATS report
 - b. Review updated 2020 Transportation Work Program [Action]
9. Comprehensive Economic Development Strategy / EDA
 - a. Update on CEDS work conducted to-date
 - b. Update on the application to EDA
 - c. Discussion local EDA applications
10. Housing
 - a. Update on regional Housing Toolkit
 - b. Update on St. Joseph County Housing Plan
11. Strategic Plan
 - a. Review 2019 Strategic Plan
12. Local Government Assistance and Planning Activities
 - a. Regional broadband discussion
 - b. Regional brownfield discussion
 - c. Updates on various projects
13. Staff Report/Other:
 - a. Monthly Correspondence
14. Representative Comments
15. Action: Adjournment

Next Meeting:

September 1, via GoToMeeting



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

Board Meeting Minutes

MEETING DATE: Tuesday, June 2, 2020
MEETING TIME: 11:30 am
MEETING LOCATION: Virtual Meeting
<https://www.gotomeet.me/Upjohn> (Audio and Video)
1-877-309-2073 (Toll Free)
1-669-224-3217
Access Code: 422-647-013

1. Call to Order
 - a. The Chair called the meeting to order at 11:44am.
2. Representatives Present/Introductions
 - a. Drost, Bomba, Carahaly, Hazelbaker, Grieve, Woodin, Pangle
 - b. Others: SMPC staff – Adams and Trueblood; KATS staff – Stepek and Nagler
3. Representatives Excused
 - a. Frisbie, Kale not excused as of 11:50am. Kale joined the meeting late.
4. Approval of the Agenda
 - a. **[Action]** Pangle moved, Woodin second.
 - b. Roll call of votes: Carahaly yes, Bomba yes, Drost, Morse yes, Pangle yes, Hazelbaker yes, Grieve yes, Woodin yes. Motion passed at 11:48am.
5. Approval of the Minutes
 - a. **[Action]** No corrections or objections were made to approving the minutes. Approved by unanimous consent at 11:49am.
6. Public Comments
 - a. None offered.
7. Acceptance of the Financial Report
 - a. No report this month (only quarterly).
8. Transportation
 - a. KATS report: No memo this month. Nagler stated that there is not a lot of work being done on their workplan at the moment, mostly minor communications with MDOT and other agencies, RTF issues and questions on small urban areas; most of their activities have been around how/whether to do PASER ratings for federal aid, since MDOT is not able to participate. KATS is looking at doing non-federal aid ratings, with lower thresholds from TAMC, while waiting on federal aid and MDOT. Stepek provided background on the process of performing PASER ratings and why MDOT's lack of participation limits their ability to do these.
 - b. KATS contract renewal: The Board received the prospective agreement with KATS in the packet. Adams described that MDOT has several requirements for the contract, and this version coincides with their requirements. Stepek stated that once SMPC takes action, KATS will take the contract to their board later this month for approval. The contract term is Oct 1, 2020 through September 30, 2023, in alignment with regular MDOT renewals. There is a clause where SMPC can opt out of the contract for performance reasons; this clause states that SMPC will perform quarterly performance reviews, and that 2/3 of the SMPC board members must support termination of the contract.
 - i. The Chair stated that he gives verbal reviews, but requested Staff write a brief report for quarterly reviews in order to have a written record. He asked if a provision for a succeeding

organization was necessary, since SMPC has discussed partnering more closely with the Upjohn Institute in the future.

- ii. Pangle asked to clarify that the contract was one year or three, and Adams clarified the terms.
- iii. Stepek stated that KATS can change the contract later if a succeeding organization takes over.
 - 1) Adams stated that SMPC will have to determine processes for how to fold this contract into any new agreement with the Upjohn Institute.

c. **[Action]** Pangle moved to approve the agreement as in the packet; Hazelbaker seconded.

- i. Roll call vote: Pangle yes, Woodin yes, Grieve yes, Hazelbaker yes, Bomba yes, Carahaly yes. Morse had audio issues, so no vote was recorded.
- ii. Motion passed.
- iii. Chair stated he will sign the contract as soon as possible, and thanked KATS for their partnership.

9. Comprehensive Economic Development Strategy / EDA

a. Update on CEDS work conducted to-date:

- i. Trueblood reviewed the outcomes of the CEDS Committee meeting on May 20. Carahaly stated that staff intend to finish the CEDS within SMPC's fiscal year, by October 2020.
- ii. The Chair requested for the board see a roster of CEDS Committee members. He also discussed the background of the CEDS application process, and described the committee members and chairs.
- iii. Hazelbaker asked about the committee position reserved for a government official representative from Branch County. Staff suggested Hazelbaker or Keith Baker, and Hazelbaker said he would help determine the best candidate.

b. Review and take action on 2020-2021 SMPC Regional Economic Development Plan (REDP):

- i. The Chair described the purpose of the REDP - to bridge the bureaucratic gap between CEDS plans.
- ii. Staff stated that the CARES act funding required a local or regional economic development plan. Since the 2014 CEDS expired, SMPC no longer has a plan approved by the EDA. However, EDA project officers indicated that SMPC could use a modified version of the 2014 CEDS to cover the time between 2014 CEDS and 2020 CEDS.
- iii. The Chair stressed the need for such a plan.
- iv. Staff described modifications to the plan in the packet, which include removing the performance measures and adding a paragraph about the impacts of COVID-19.

c. **[Action]** Pangle moved to approve the REDP, with the changes suggested by staff; Morse seconded.

- i. No further discussion on the REDP
- ii. Roll call vote: Bomba: yes, Morse: yes, Pangle: yes, Hazelbaker: yes, Grieve: yes, Woodin: yes, Carahaly: yes, Drost: yes. Motion passes unanimously.

d. Discuss and take action on EDA application for Capacity Building Grant:

- i. Staff described the funding streams that are being made available to EDDs, and that SMPC is ineligible for since this organization has not achieved EDD status. Instead, SMPC was encouraged to apply for a capacity building grant, which increases capacity for organization that oversees or runs programs in a district that will achieve EDD. The grant comes with a minimum match of 20%, and is competitive. SMPC staff plan to model the recovery programs of other regions to ensure consistency and to increase the competitiveness of the application.

e. Grant Application scope of work:

- i. Develop economic recovery and resiliency plan; provide technical assistance to local governments, businesses, and other stakeholder organizations; create a plan for broadband internet access throughout the region; implement CEDS; expand organizational staffing capacity. Staff is looking at working with the Upjohn Institute to cover the match, but this would require the institute to be the applicant and not SMPC.
- ii. Morse asked how soon the funding would be available, especially since rural areas are struggling to access broadband resources. Staff said that the broadband plan would hopefully be completed by next spring (2021), and potential contract partners are ready to help. Adams added that any potential construction projects would also need such a plan in place to receive funding.

- iii. The Chair described the history SMPC's work with the EDA, and emphasized the need for increased SMPC capacity.
- iv. Grieve asked about the pros and cons of the approach. Staff stated that EDA was alright with the Upjohn Institute taking the lead on the application. Pros were described as achieving the long term goals for the organization's relationship with the EDA, and limiting SMPC's commitment to providing a grant match. Cons were related to the reduction of flexibility in making organizational changes until after the grant expires.
- v. The Chair asked board members and staff their thoughts on whether to apply for the capacity building grant or push for funds at the level of an EDD. He also requested input on whether SMPC or the Upjohn Institute should be the lead applicant. Both board members and staff were in support of applying for the capacity building grant, as it demonstrates progress towards established goals. Board and staff were also in support of Upjohn as the lead applicant.
- vi. **[Action]** Morse moved to allow SMPC to apply for the capacity building grant with the Upjohn Institute as the lead applicant, and Bomba seconded.
 - 1) Roll call vote: Kale yes, Pangle yes, Woodin yes, Grieve yes, Hazelbaker yes, Morse yes, Bomba yes, Carahaly yes, Drost yes. Motion passed.
- vii. Staff stated that they aim to submit the application within the next two weeks.
- f. Discussion on local EDA applications:
 - i. Adams described local projects applying for EDA funding in several of the region's counties. SMPC staff can help put these applications together, facilitate contact with the EDA, and evaluate competitiveness and qualification of applications. Adams stated that public works projects will likely be the most competitive due to their impacts on capital investment and job creation. He also mentioned two applications in Vicksburg and Comstock.
 - ii. Drost described the role of Southwest Michigan First! in these applications; Jill Bland and Joe Agostinelli will be helping with facilitation of applications and public works projects.
 - 1) Adams stated that he and Drost have been working with Bland and Agostinelli on an application, and described the regional recognition of SMPC as the gatekeeper for EDA applications. If the CBG is received, it would likely increase awareness of SMPC's role with the EDA.
 - iii. The Chair described the role of SWMF, and Adams noted the 'patchwork quilt' of economic development groups in SMPC's region. Drost added that SWMF is the lead EDO for the region as designated by MEDC, and that regional economic development and workforce development work closely together to make life better for residents and businesses.

10. Housing

- a. Update on regional Housing Toolkit: Adams described the near-term steps needed to finalize housing feasibility model so that the toolkit can be made available to local groups.
- b. Update on St. Joseph County Housing Plan: Staff have drafted a plan outline and are in discussion with local stakeholders about the direction of this plan.

11. Local Government Assistance and Planning Activities

- a. Updates on various projects: Much of this work is on hold in order to wrap up projects already started, and to put staffing resources towards responding to critical issues.

12. Staff Report/Other:

- a. Monthly Correspondence: SMPC received one notification from EGLE, regarding the environmental impact statement for a main line replacement in the City of Kalamazoo.

13. Representative Comments

- a. Board members provided brief updates on getting back to work and ongoing projects in their jurisdictions. The Chair mentioned the property damage and unrest in the Kalamazoo downtown area on June 1. He stated that the board does not meet in July, but is scheduled to meet next on August 4, which is also election day. However, all representatives said they could still make it on that day.

14. Action: Adjournment

- a. Motion to adjourn: Morse moved, adjourned at 1:23pm.



The Metropolitan Planning Organization for the Greater Kalamazoo Area

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Portage, MI 49002

269-343-0766

info@KATSmpo.org

TO: Southcentral Michigan Planning Council Board
FROM: Steven Stepek, KATS Executive Director
DATE: July 27, 2020
SUBJECT: Southcentral Michigan Planning Council Report

During the months of June and July 2020, 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:

- Submitted the May and June Rural Task Force monthly reports to MDOT Planning
- Participated in the June and July monthly Rural Task Force conference calls with MDOT Planning
- Continued work on planning for 2020 Pavement Surface Evaluation and Rating (PASER) data collection. Federal Aid data collection is on hold indefinitely in response to the COVID-19 pandemic. KATS staff will proceed with data collection on that portion of the paved non-federal aid system with no ratings on record or ratings that are at least three years old.
- Participated in the July Transportation Asset Management Council Asset Management Coordinators' Conference Call. During the call the possibility was discussed of extending the FY 2020 contracts for data collection into calendar year 2021 to run concurrently with the FY 2021 contracts. Doing so would allow PASER collection on roads scheduled for this year to be done in 2021 using current funding. It is not yet known if this will be possible.
- Assisted Michigan Department of Transportation Planning with determining the status of unobligated 2020 projects
- Worked with Roadsoft Technical Support to resolve an issue with generating reports that causes the program to crash. A potential fix was included in the latest revision but was unsuccessful. Roadsoft continues to work on a solution
- Worked with Branch County on potential re-prioritization of their 2021 Small Urban project. This will necessitate a public meeting of the Coldwater-Quincy Small Urban Task Force if it is to be approved
- Supplied the City of Coldwater with the latest Roadsoft data for use by their consultant in updating their roads asset management plan
- Generated a draft of the 2021 Transportation Work Program for SMPC review and approval

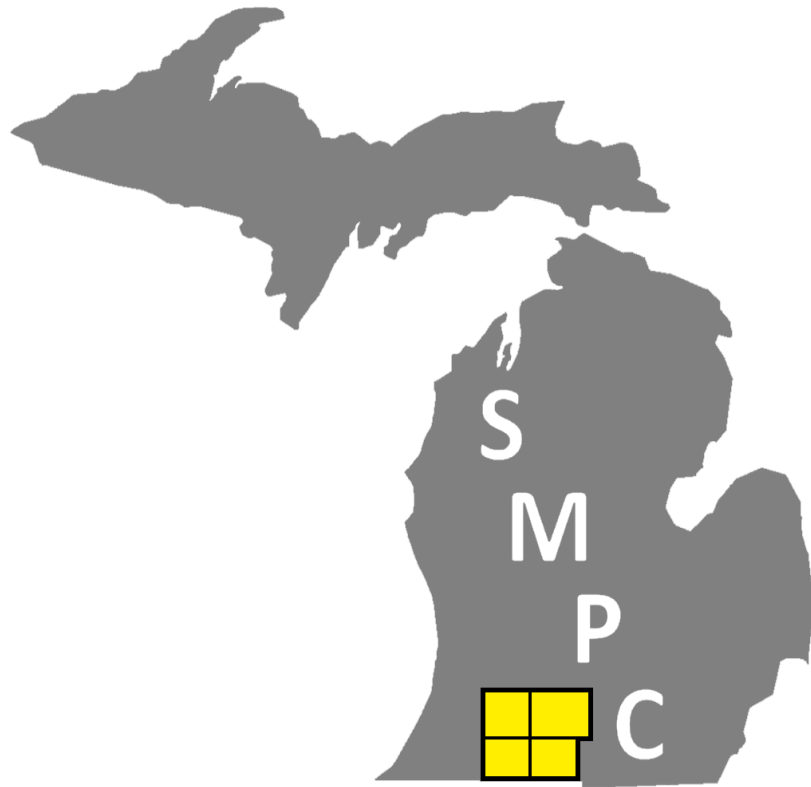
Anticipated future activities include:

- Facilitating meetings of Rural or Small Urban Task Forces as needed
- Updating project data in JobNet for the 2020 – 2023 Transportation Improvement Program as project data sheets are submitted or as otherwise needed
- Continue planning and budget for 2020 non-federal aid data collection and/or reimbursement
- Perform 2020 Federal Aid and Non-Federal Aid PASER ratings as State regulations and Local Agencies' comfort with physical proximity necessary to perform the task allow.
- To the extent that funding allows, assisting in promotion and facilitation of the use of the Michigan Infrastructure Council's Asset Management Assessment Tool by agencies in the Region choosing to do so

FY 2021 Regional Transportation Planning Work Program

Region 3

Southcentral Michigan Planning Council



Approved:

Southcentral Michigan Planning Council

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INTRODUCTION

The Michigan Department of Transportation (MDOT) recognizes the importance of the state-local partnership in delivering a safe and efficient transportation system. The Regional Transportation Planning Program (RTPP) was created by the MDOT Bureau of Transportation Planning (BTP) in 1974 in order to contract various planning services to be performed by the State Planning and Development Regions to assist BTP and local units of government.

The RTPP requires each participating regional planning agency to have an annual work program in accordance with a three-year Master Agreement. Since 1984, the State Legislature has set a budget of \$488,800 of Act 51's Michigan Trunk line Fund (MTF) for the RTPP. The scope of work identified in the annual work program includes specific activities identified to assist MDOT and local communities. Over the years, work elements and funding levels of the basic work program tasks have remained stable while certain elements like Byways, the Rural Task Force and Asset Management have received supplemental funding to meet the needs of those programs. In previous years the basic work program contained the following work elements: Administration, Technical Assistance to MDOT, Highway Performance Management System, Public Involvement, and Local Technical Assistance.

For FY 2021, the Regional Planning Agency work program continues to have a budget of \$488,800 for the basic work elements with \$277,000 in supplemental funding for the Rural Task Force Program and \$715,000 in state funding for the Asset Management Program. The BTP may also allocate additional state funding to provide annual transportation technical assistance in non-metropolitan areas of the state. In FY 2021, each regional planning agency, with the exception of the Southeast Michigan Council of Governments (SEMCOG), may receive supplemental funding, as needed and if available from the FY 2021 SPR program to assist MDOT and the regional planning agencies in:

- Improving public involvement and the consultation process in non-metropolitan areas of the state.
 - Providing interagency coordination and public involvement for air quality conformity in non-attainment or maintenance areas for ozone and particulate matter 2.5 (For regional planning agencies with non-attainment or maintenance areas or areas required to do conformity within RPA boundaries).
 - Preparing access management plans and ordinances
 - Non-motorized planning and mapping
 - Byway Corridor Management Plans
 - Data Collection to meet federal reporting requirements
-

SOUTHCENTRAL MICHIGAN PLANNING COMMISSION FY 2021 PROGRAM

The SMPC entered into an agreement with the Kalamazoo Area Transportation Study (KATS) to provide staffing for the Transportation Program through FY 2023. SMPC and KATS will work to provide technical support to MDOT and the various agencies within the Region 3 area during FY 2021 (ending September 30, 2021).

Lee Adams, Director of the Southcentral Michigan Planning Commission, is serving as the Program Coordinator at the time of this work program's adoption.

FY 2021 BUDGET

The following is the estimated budget for FY 2020 utilizing the services of the Kalamazoo Area Transportation Study, the consulting agency for SMPC. For FY 2020, the budget was based on:

- \$26,000 in Michigan Transportation Fund (MTF) Program funds for the Regional Transportation Planning Work Program;
- \$19,000 in Michigan Transportation Fund (MTF) Program funds for the Rural Task Force Program and Small Urban Program; and
- \$55,000 in Michigan Transportation Fund (MTF) Program funds for Asset Management.

The indirect and fringe rates used to develop the FY 2021 Regional Transportation Planning Work Program are part of the Kalamazoo Area Transportation Study's FY 2021 Unified Planning Work Program (UPWP). The rates have been approved by the Michigan Department of Transportation as well as the Federal Highway Administration and Federal Transit Administration. The RTPP uses estimates based on the percentage of the program for each RTPP work code.

FY 2020 BUDGET TABLE

**Fiscal Year 2021 Regional Transportation Planning Work Program
Region 3- Southcentral Michigan Planning Council
October 1, 2020-September 30, 2021**

Work Element	Project	Salary	Fringe	Indirect	Other	MTF	SPR	MTF	Hours	Budget
3101	Program Management	\$4,012	\$2,446	\$1,282	\$5,000	\$12,740			175	12,740
3102	Technical Assistance to MDOT	\$2,156	\$1,315	\$689	\$0	\$4,160			110	\$4,160
3103	Technical Assistance to Member Agencies	\$2,696	\$1,644	\$860	\$0	\$5,200			148	\$5,200
3104	Access Management	\$135	\$82	\$43	\$0	\$260			8	\$260
3105	Pure Michigan Byway Program	\$135	\$82	\$43	\$0	\$260			8	\$260
3106	Non-motorized Mapping and Investment Plan	\$270	\$165	\$85	\$0	\$520			15	\$520
3107	Rural Safety Planning	\$1,483	\$904	\$473	\$0	\$2,860			49	\$2,860
3108	Management of the Rural Task Force and Small Urban Programs	\$8,766	\$5,345	\$2,799	\$0		\$16,910		390	\$16,910
3109	Public Involvement and Consultation Process for Non-Metropolitan Areas	\$886	\$540	\$284	\$0		\$1,710		75	\$1,710
3110	Public Involvement for Air Quality Conformity	\$197	\$120	\$63	\$0		\$380		16	\$380
3111	Asset Management	\$24,125	\$14,709	\$7,705	\$8,461			\$55,000	891	\$55,000
TOTALS		\$44,861	\$27,352	\$14,326	\$13,461	\$26,000	\$19,000	\$55,000	1885	\$100,000

Funds classified as other have been set aside for:

3101 Work completed by SMPC staff

3111 Asset Management Training and reimbursements to local agencies for time spent on collecting Pavement and Surface Evaluation Rating (PASER) Ratings.

WORK PROGRAM OUTLINE

3101. Program Management

Objectives

- Prepare and adopt annual work program.
- Prepare monthly or quarterly invoices and progress reports.
- Ensure expenditures are well documented and cost-effective.
- Prepare a Final Acceptance Report (FAR) on the status of the work activities and products within 90 days from the end of the fiscal year.
- Assist the auditors in carrying out general and specific audits of programs annually. Send such audit reports to the program coordinator.
- Administration and coordination for the transportation planning contract between KATS staff and the Southcentral Michigan Planning Commission.

Products

1. The following will be submitted to the program coordinator by the agency for reimbursement of costs incurred in conjunction with the work activities identified in the work program.
 - (a.) Progress reports that summarize accomplishments and attendance at applicable meetings for each work item.
 - (b.) Invoices for payment, submitted quarterly or monthly, in accordance with MDOT Contracting and Invoicing Standard Operating Procedures.
 - (c.) Receipts of travel expenses and equipment purchases greater than \$2,500; i.e., traffic counters, computer hardware and software, etc.
 - (d.) Itemization of program expenses in terms of work items, including salaries, fringe benefits, indirect costs, and other direct costs.
 - (e.) Tabulation of progress by work item, indicating the amount and percent billed the current billing period and to date.
2. The FAR on the status of activities and products in the work program will be submitted to the program coordinator within 90 days following the contractual period in the work program, as specified within the Master Agreement. The FAR is a performance evaluation, not a financial audit, and must contain the following information for each work item:
 - (a.) Products completed
 - (b.) Products not completed and reason for lack of completion.
 - (c.) The amount of funds budgeted and expended.
 - (d.) Work items that are to be continued next year.

Budget: \$8,450 (MTF)

3102. Technical Assistance to MDOT

Objectives

- Assist in various tasks to update the State Long-Range Transportation Plan (SLRTP) and the State Transportation Improvement Program (STIP).
- Provide support for specific department issues and/or requests for information on transit, special projects and/or program development issues.

Activities

1. Assist in conducting transportation-related workshops and meetings, including but not limited to workshops and seminars for access management, State and National Byways, functional classification, the Adjusted Census Urban Boundary (ACUB), the Highway Performance Monitoring System (HPMS), the Model Inventory of Roadway Elements (MIRE), Fundamental Data Elements (FDE), and the Non Trunk line Federal Aid Program (NTFA) updates, non-motorized transportation, safety and non-metropolitan-area elected officials. Activities may include locating adequate facilities, registering participants, scheduling speakers, and other meeting management related activities.
 2. Provide staffing and technical planning assistance in the area of transportation.
 3. Conduct transportation studies as needed.
 4. Assist in identifying transportation interest, programs and projects as appropriate for the STIP and the SLRTP.
 - a. Participate in the development of the SLRTP, providing input and review of documents and initiatives performed as part of the SLRTP development.
 - b. Assist in the scheduling and notifying of SLRTP related activities, including but not limited to public meetings within the region.
 5. As appropriate, assist the MDOT Office of Passenger Transportation and local transit providers.
 6. Statewide Travel Demand Model:
 - a. Review and provide feedback on REMI socio-economic forecasting outputs and assist in reviewing and allocating data to statewide traffic zones.
 - b. Verify statewide model network inventories.
 - c. Provide traffic counts, as available, for model update not covered in acquiring traffic counts for the non-trunkline federal aid program.
 7. Data for meeting Federal Reporting Requirements:

Highway Performance Monitoring System (HPMS)
Collect and submit data items for HPMS in conjunction with MDOT's HPMS coordinator. Staff will review and update the HPMS database sample segments using MDOT-supplied spreadsheets that contain only the data items needing to be updated for each sample in the format provided.
-

Traffic Data Collection for Federal Reporting

Provide support to MDOT in the a-cross agency coordination effort (NTFA) to gather and report traffic data on the non-MDOT road network (federal aid and non-federal aid) to meet federal reporting requirements of HPMS, MAP 21, and the FAST Act.

Model Inventory of Roadway Element (MIRE) Fundamental Data Elements (FDE)

Provide support to MDOT in the across-agency coordination effort to gather and report traffic and safety on the non-MDOT road network (federal aid and non-federal aid) to meet federal reporting requirements of the safety Transportation Performance measures in MAP 21 and the FAST Act. As data collection elements are known, some MIRE FDE data collection may begin at the RPA's discretion

Support is defined as (but not limited to):

- Outreach
- Piloting
- Training and education
- Data coordination with local agencies
- Data compilation
- Data load, transfer, and/or reporting
(Conduit between local agencies and MDOT/FHWA)

Budget: \$8,060 (MTF)

3103. Technical Assistance to Member Agencies

Objective

- Provide services to local transportation agencies to improve existing and new multi-modal transportation systems, and identify actions to improve the area's transportation system.

Activities

1. Assist local units of government in obtaining grant funds to improve existing and new multi-modal transportation systems and identify actions to improve the area's transportation system.
2. Assist local agencies seeking to improve and expand the public transportation and to promote improved transportation systems for all modes.
3. Coordinate planning to promote safety, livable communities and environmental sustainability.
4. Work with local agencies to assess impacts of transportation of projected land uses in the region.
5. Review and/or develop proficiency in traffic crash data.
6. Prepare and report to regional boards and local agencies on the status of transportation planning work program activities and tasks.

Products

Provide program coordinator with a copy of any reports produced as a result of these activities.

Budget: \$7,046 (MTF)

3104. Access Management

Objective

To develop and/or conduct access management training for local client communities. Assist MDOT selected consultants in preparing access management plans and ordinances along state roadway corridors.

Activities

1. Educate local public officials, property owners and citizens what access management is and how it can benefit their community.
2. Identify local roadway corridors of significance for the development of access management plans and prepare a formal justification to MDOT for funding such plans. A corridor of significance is defined as a principal and or minor arterial that significantly impacts the state trunk line system.
3. Assist MDOT/consultant to ensure successful adoption of plans and ordinances. Assist road agencies, client communities and property owners, as required, when road and utility projects provide plan implementation opportunities. Provide follow-up consultation to communities with existing access management plans and ordinances.

Products

Educational materials provided by MDOT unless specified otherwise. Provide support to consultants conducting training, preparing corridor access management plans and ordinances along state roadway corridors.

Upon billing submittal:

Costs incurred will be reimbursed upon review and approval of documentation submitted to the MDOT Program Manager and/or the appropriate MDOT representative.

Budget: \$260 (MTF/SPR)

3105. Pure Michigan Byway Program

Objective

Implement the Pure Michigan Byway Program for MDOT. Manage or assist in the management of designated state byways and/or National Scenic Byways within your region's geographical boundaries.

Activities

1. Prepare and or assist a consultant in the development of corridor management plans.
2. Provide guidance to local "grassroots" organizations seeking to nominate a state highway as a Pure Michigan Byway or National Scenic Byway.
3. Serve as a Liaison between MDOT and the local Byway Committee on issues relating to future transportation system improvements, or local land use and zoning changes proposed for and adjacent to the Byway.
4. Provide opportunities for public involvement activities related to the Byway.
5. Ensure the Byway corridor management plan is up to date.
6. Conduct studies of the convenience of the Byway transportation and visitor-oriented facilities.
7. Attend conferences, workshops and seminars.

Products

1. Designation of Pure Michigan Byways and National Scenic Byways in accordance with P.A. 69 of 1993, as amended, and Title 23 U. S. Code.
2. Corridor management plans.
3. Meeting management and facilitation of Byway Committee meetings. Serve as a Liaison between the byway committee and MDOT.
4. Marketing brochures, pamphlets, web site and other promotional/educational material to constituents.
5. Provide MDOT digital and hard copies of updated and/or new corridor management plans

Budget: \$260 (MTF/SPR)

3106. Non-Motorized Mapping and Investment Plan

Objective

Facilitate the process of completing non-motorized planning efforts for the State of Michigan by region.

Activities

1. Collect information to match the data fields in MDOT's Transportation Intermodal Management System (IMS).
2. Develop and implement aspects of a non-motorized investment plan to identify needed projects and project elements, prioritizing those projects, and determining the optimum funding arrangements for the projects within each region.
3. Promote the consideration of bicycle and pedestrian facilities in the overall transportation planning activities.
4. Coordinate with stakeholders and public input.

Products

1. Non-motorized master plans by region, including up-to-date non-motorized maps.
2. The end map product will be a ready-to-print region-wide bike map and database with the support data to go into the TMS for future planning and maps. Provide MDOT with a copy of any reports (excluding grant applications) as a result of this activity, or a copy of cover letters for products submitted to others.
3. Print a 6 to 7 year supply of Region Road and Trail Guides (bike maps) for MDOT distribution, plus stakeholders within the region.
4. The development of a comprehensive plan and the identification of priority projects within the area will help guide MDOT's investment in the region's non-motorized transportation system.

Upon billing submittal:

- Progress reports that summarize accomplishments for each work item.
- Original invoice, consecutively numbered, stating period covered, dollar amount, and work performed.
- Itemizing of program expenses in terms of work items and cost groups, including charges to direct salaries, fringe benefits, indirect costs, and other direct costs.

Budget: \$1,430 (SPR/MTF)

3107. Rural Safety Planning

Objectives

Assist in conducting rural safety planning forums to increase or create awareness for safety, and encourage formation of cross-discipline safety partnerships at the local level and assist MDOT in the process of preparing rural safety plans.

Determine areas of safety risks (i.e., behavioral, structural) and schedule workshops to educate constituents in mitigating these risks, if appropriate.

Activities

1. Conduct rural safety forums on a biannual basis. These forums will include emergency enforcement, education and engineering staff, as well as other interested parties. Schedule specific safety workshops in other years, if appropriate.
2. Update and maintain a list of safety advocates, including mailing labels.
3. Partnerships to promote safety as an integral part of the planning and project development process.
4. Maintain updated mailing lists identifying safety groups and individuals
5. Assist MDOT in the process of preparing of rural safety plans.

Budget: \$494 (MTF)

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

Objective

- To assist MDOT in administering the Rural Task Force (RTF) and Small Urban program for MDOT

Activities

1. Regional Planning Agency staff shall communicate all MDOT correspondence to their respective RTF members.
2. Schedule, set-up room, provide materials, take meeting minutes, collect a list of meeting attendees and facilitate the logistics of the RTF project selection meetings and small urban program meetings. This duty can be coordinated with the Chairperson of the committees based on preference of the individual RTF or small urban committee.
3. The Regional Planning Agency and RTF Chairperson shall ensure a cooperative, coordinated and comprehensive planning process is followed at the regional level. This process shall be consistent with approved federal planning regulations and provide for the consideration and implementation of projects that address all modes of transportation.
4. Ensure that the fiscal constraint sheets used in the meetings are properly managed with updated allocation balances provided by the MDOT RTF coordinator as well as the decisions made by the RTF committees.
5. Ensure the required public involvement and consultation process is followed by providing citizens, affected public agencies, tribal governments, private transportation providers, and other interested parties with sufficient notice and opportunity to comment on proposed transportation projects, plans and programs.
6. Program eligible projects in JobNet as approved by the RTF committees. Ensure that 1799 and 1797 data sheets received from the local agencies match what was approved by the RTF committees as reflected in the fiscal constraint sheet and attach those data sheets to the appropriate project in JobNet
7. Submit proof of public involvement, meeting minutes, all Season Road changes, and the fiscal constraint sheet as part of monthly activity report utilizing the most current 1618 form to the MDOT RTF Coordinator. In months where there is no meetings or action taken by the committees the form should still be submitted with the "No Project Change or Meeting" box checked and submitted to the MDOT RTF Coordinator.

Budget: \$17,100 (MTF)(SPR)

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

Objectives

- To provide for non-metropolitan local official participation in the development of the State Long-Range Transportation Plan (LRTP) and the STIP.
- To provide opportunities for the public to review and comment in the development of the LRTP and STIP.
- To manage consultation with local elected officials, local officials with responsibility for transportation, public agencies, general public, tribal governments, businesses, and organizations in accordance with the Statewide Planning Process Public Participation Plan.

Activities

1. Work with MDOT on public involvement issues, including organizing meetings, focus groups and advisory committees.
2. Conduct local program meetings and ongoing communication and technical assistance in non-metropolitan areas to provide information on various state and federal programs.
3. Document the RTF's public involvement and consultation processes.
4. Partner with educating and training local officials with regard to state and federal-funded programs, policy applications and other key information.
5. Respond to requests from both the public and private sectors to provide information on state and federal transportation programs, projects, and funding, and to stay informed on local issues.
6. Participate in statewide conferences, meetings, seminars, forums and training sessions on state and federal programs available to local communities.
7. Assist MDOT in keeping elected public officials, general public, local planning agencies, and tribal governments informed early of the list of projects in the Five-Year Program and of the investment strategies, funding assumptions, economic benefits, and impacts on the various modes.
8. Assist in the creation and maintenance of an e-mail subscription list for managing the electronic distribution of information to local elected officials.

Budget: \$1,710 (This task is funded through the RTF Program)

3110. Air Quality Conformity Planning*

Objectives

- To comply with federal and state transportation air quality regulations, specifically related to transportation conformity for non-attainment or maintenance areas or areas required to do conformity for ozone and particulate matter 2.5
- To provide coordination and support of the transportation conformity interagency work group (IAWG)
- To provide communication of air quality conformity analyses results and reports to all interested individuals and organizations.
- To provide inputs into the air quality conformity process and facilitate input from others.

Activities

1. Attend training to become familiar with the conformity regulations, and related air quality issues.
2. Participate in and or conduct transportation conformity IAWG.
3. Participate in discussions to evaluate attainment strategies pertaining to transportation air quality for individual areas or as part of the statewide transportation planning process.
4. Communicate air quality conformity analysis results and initiatives to all interested individuals and organizations.

*** Only for Regional Planning Agencies with Ozone or particulate matter 2.5 non-attainment or maintenance areas or areas required to do conformity within RPA boundaries.**

Budget: \$190 (MTF)

3111. Asset Management

The resources allocated to the Metropolitan/Regional Planning Organization (MPO/RPO) from the Transportation Asset Management Council (TAMC) annual budget shall be utilized to assist in the completion of the TAMC Work Program. All work shall be consistent with the policies and priorities established by the TAMC. All invoices submitted for reimbursement of Asset Management activities shall utilize Michigan Department of Transportation (MDOT) standard invoice forms and include the required information for processing. The MPO/RPO shall complete the required products and perform tasks according to the timeframes and directives established within TAMC's data collection policies, which are located on the TAMC website (<http://www.michigan.gov/tamc>). The MPO/RPO will emphasize these tasks to support the top 125 Public Act 51 agencies (agencies that certify under Public Act 51 a minimum of 100 centerline miles of road) within the planning area when resources are limited. The activities eligible for TAMC reimbursement include the following:

Tasks

I. Training Activities

- A. Attendance at training seminar(s) on the use of Pavement Surface Evaluation and Rating (PASER) and Inventory-based Rating System for unpaved roadways.
- B. Represent MPO/RPO at TAMC-sponsored conferences and seminars, including attending either the Spring or Fall TAMC Conference.
- C. Attend TAMC-sponsored Investment Reporting Tool (IRT) training seminars.
- D. Attend TAMC-sponsored Asset Management Plan Development training seminars.

II. Data Collection Participation and Coordination

A. Federal Aid System:

1. Organize schedules with Public Act 51 agencies within MPO/RPO's boundary for participating in Federal Aid data collection efforts; ensure all participants of data collection have access to State of Michigan travel reimbursement rates.
2. Coordinate, participate and facilitate road surface data collection on approximately one-half of the Federal Aid System in accordance with the TAMC Policy for the Collection of Roadway Condition Data on Federal Aid Eligible Roads and Streets.
3. Collect unpaved roadway condition data on approximately half of any unpaved Federal Aid eligible roadways using the Inventory-based Rating System developed by the Michigan Technological University's Center for Technology and Training.

B. Non-Federal Aid System:

1. The RPO/MPO may allocate reimbursements for Non-Federal Aid data collection to Public Act 51 agencies according to the resources available to them in the manner that best reflects the priorities of their area and supports the TAMC work.
 2. Coordinate Non-Federal Aid data collection cycles with Public Act 51 agencies with an emphasis on the top 125 agencies.
-

3. Ensure all participants of data collection understand procedures for data sharing with TAMC as well as TAMC policy and procedures for collecting Non-Federal Aid data.
4. Participate and perform data collection with Public Act 51 agencies on an as-needed basis for the data collection of Non-Federal Aid roads when requested.

III. Equipment

- A. Ensure rating teams have the necessary tools to complete the federal aid data collection activity by maintaining a laptop compatible with the Laptop Data Collector and Roadsoft programs, a functioning Global Positioning System (GPS) unit, and other required hardware in good working order.
- B. Communicate any equipment needs and purchases with the TAMC Coordinator; laptops are eligible for replacement on a three-year cycle.

IV. Data Submission

- A. Develop and maintain technical capability to manage regional Roadsoft databases and the Laptop Data Collector program; maintain a regional Roadsoft database that is accurate and consistent with local agency data sets.
- B. Coordinate Quality Assurance/Quality Control activities and data submission tasks according to protocols established in TAMC Data Collection Policies for Federal Aid and Non-Federal Aid Roads.
- C. Monitor and report status of data collection efforts to TAMC Asset Management Coordinator through monthly coordinator calls and/or monthly or quarterly program updates that are mailed with invoices.
- D. Provide links on agency websites and reports to the TAMC website, interactive maps and dashboards for the dissemination of roadway data.

V. Asset Management Planning

- A. Participate and attend TAMC-sponsored training and workshops in order to provide technical support for Asset Management Plan development activities.
- B. Provide an annual reporting of the status of Public Act 51 agency Asset Management Plans and keep abreast of the status of these plans for updates and revision.
- C. Provide technical assistance and training funds to Public Act 51 agencies during the development of local Asset Management Plans using TAMC templates when applicable; coordinate these tasks with an emphasis on the Top 125 agencies.

VI. Technical Assistance

- A. Provide technical assistance to local agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.
-

B. Integrate PASER ratings and asset management into project selection criteria:

1. Analyze data and develop road preservation scenarios.
2. Analyze performance of implemented projects.

VII. Culvert Mapping Pilot

- A. Provide administrative and technical assistance to Public Act 51 agencies and MDOT for reimbursement of TAMC funds for participation in the 2018 TAMC Culvert Mapping Pilot project.
- B. Utilize TAMC reporting forms to communicate progress and expenditures of Public Act 51 agencies to assist TAMC in the Culvert Mapping Pilot Report.

Required Products

- I. PASER data for Federal Aid System submitted to TAMC via the IRT.
- II. PASER data for Non-Federal Aid System submitted to TAMC via the IRT.
- III. Quarterly or monthly activities reports submitted with invoices to TAMC Coordinator.
- IV. Create an Annual Report of Asset Management program activities as well as a summary of annual PASER condition data by local agency, functional classification, and Public Act 51 Legal System; provide links to the Regional Annual Report on agency website and submit copies to TAMC Coordinator by April 1 of each year.
- V. Prepare a draft status report of Public Act 51 agency Asset Management activities and plans within MPO/RPO boundary by September 30 of each year.
The Michigan Transportation Asset Management Council approved this language on June 6, 2018.

Budget: \$55,000 (MTF)

APPENDIX A: SOUTHCENTRAL MICHIGAN PLANNING COUNCIL BOARD

Branch County:

Randall Hazelbaker, Vice Chair

Vacancy

Calhoun County:

Jen Bomba, Secretary/Treasurer

Steve Frisbie

Art Kale

Kalamazoo County:

Vince Carahaly, Chair

Bronwyn Drost

Steve Grieve

Christine Morse

St Joseph County:

Kathy Pangle

Joe Woodin

APPENDIX B: SOUTHCENTRAL MICHIGAN PLANNING COUNCIL STAFF AND CONTACT INFORMATION

Lee Adams

Director

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Molly Trueblood

Community Development Coordinator

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Patrick Hudson

Planner

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www.smpcregion3.org

Mailing Address and Phone Number:

300 South Westnedge Avenue

Kalamazoo, MI 49007

269-385-0409

APPENDIX C: KALAMAZOO AREA TRANSPORTATION STUDY STAFF AND CONTACT INFORMATION

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Associate Planner

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Elizabeth Rumick

Finance & Administrative Manager

Erumick@katsmpo.org

Ali Townsend

Associate Planner

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Website:

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Mailing Address and Phone Number:

Kalamazoo Area Transportation Study

5220 Lovers Lane, Suite 110

Portage, MI 49002

(269) 343-0766

2020 EDA Capacity Building Grant Application – Scope of Work

If funded, the W.E. Upjohn Institute (SMPC Team at the Upjohn Institute) Capacity Building Grant would fund the expansion of economic development activities in Southcentral Michigan. The SMPC Team at the Upjohn Institute intends to use the funding for additional staffing, to implement recovery and resiliency strategies, to support action steps outlined in the CEDS, to create a broadband plan for the region, and to fund related expenses. These funds are vital to further economic development, to encourage recovery from the effects of COVID-19, to introduce more resiliency into the regional economy to better weather economic shocks, and to expand the services offered to the region by the SMPC Team at the Upjohn Institute.

Develop an Economic Recovery and Resiliency Plan for SMPC Region 3

The SMPC Team at the Upjohn Institute will use EDA grant funds and local match to develop a recovery and resiliency plan for the region. Recovery planning is important work because Michigan and the region were hit hard by the COVID-19 virus. In fact, MI-Region 3 had not fully recovered from the economic impacts of the Great Recession when the pandemic hit. The state as a whole is now facing a projected 2-to-ten-year recovery period needed to address the repercussions of the COVID-19 pandemic. Local units of government and businesses are both anticipating drastic cuts to revenues that will impact their ability to provide goods and services, pay employees, and remain a 'going concern.'

Governor Whitmer declared a statewide emergency on March 10th, and public universities announced they were moving to online classes the following day. A national emergency was declared on March 13th, and all Michigan K-12 schools were closed starting March 16th. Michigan's stay-at-home order was put into effect on March 23rd and remained in place through part of June. Although MI-Region 3 has a strong healthcare sector, all the other major industries that support regional employment – manufacturing, retail, arts, entertainment, and food services – have suffered during the stay-at-home order. Michigan's business activity in the arts, entertainment and food services is estimated to have decreased at least 70% since the shutdown (Research Seminar in Quantitative Economics 2020). With state revenues (and revenue sharing) down by at least 12% in FY2020, and more than 1.4 million jobs lost statewide (LAUS, April 2020), regional leaders need to prepare to respond to unprecedented economic challenges with fewer resources in the coming years. These conditions demonstrate the need for increased coordination, innovative strategies, and effective interventions that will assist the region's recovery and adjustment to a post-COVID economy, which are the goals of this grant project. The resources and relationships that are built through this grant project are in alignment with the goals of SMPC's 2020 Regional Economic Development Plan, and will aid in increasing the region's resilience to future economic shocks by creating opportunities for investment in infrastructure, job training, education, and the strength of local economic linkages.

Because of both current and persistent conditions, three of the four counties in MI-Region 3 are considered distressed by the EDA benchmarks. Kalamazoo County, which has the largest population and greatest amount of economic activity, is relatively prosperous while Branch, Calhoun, and St. Joseph counties are in distress. Calhoun and St. Joseph counties are considered distressed under both EDA measures (unemployment and per capita personal income). Branch, Calhoun, and St. Joseph Counties are all considered distressed due to their per capita personal income (PCPI): Branch County's PCPI is \$37,622 which is only 69.1% of the national average; Calhoun County's PCPI is \$40,276 which is 74.0% of the national average; and St. Joseph County's PCPI is \$38,866, which is 71.4% of the national average (BEA). Currently, Calhoun County has a 24-month average unemployment rate of 4.83%, and St. Joseph County has a 24-month average unemployment rate of 5.15 %, which both exceed the threshold of 1% higher than the 24-month national average of 3.66% (BLS). Branch County is nearly considered distress due to its unemployment rate of 4.52% (BLS) which is 0.86% higher than the national average.

Employment has declined drastically in the region since the onset of the COVID-19 pandemic. 2018 ACS 5-Year county-level estimates indicated that unemployment rates in Branch and St. Joseph Counties (4.5% and 5.2%, respectively) were below the state and national annual rates (6.5% and 5.9%, respectively). Unemployment rates in Kalamazoo County (6%) were slightly above the national average, and unemployment rates in Calhoun County (7%) were above both state and national rates. 2018 ACS data does not account for the recent impacts of COVID-19, but BLS data from April 2020 show that regional unemployment rates are now much higher. While the statewide, non-

adjusted unemployment rate is reported 23.8%, all of the distressed counties have similar or higher unemployment rates: the rate for Branch County is reported at 23%; the rate for Calhoun County is reported at 24.6%; Kalamazoo County is reported at 17.2%; and St. Joseph County reports the highest level of unemployment at 30.3% (BLS, LAUS).

To address the aforementioned concerns, and to plan for future regional prosperity, the SMCP Team at the Upjohn Institute will develop a Recovery and Resiliency plan with the following framework:

- Understand prevailing trends and plan for changes to the local economy due to COVID-19
 - Use modeling software, such as REMI, to test possible economic and fiscal scenarios, in order to anticipate and plan for the most appropriate responses to various challenges
 - Survey regional firms to understand economic impacts of COVID-19 and future business prospects
- Evaluate regional supply chain connections (existing and potential) to ensure the continued strength of local businesses
 - See Supply Chain evaluation activities below
- Understand the fiscal implications of COVID-19 on local governments and work to mitigate shocks
- Examine best practices for recovery and resiliency from around the country
- Identify and implement economic recovery strategies
- Identify and implement economic resiliency strategies
- Provide funding, guidance, and local leadership on the plan implementation

SMPC Team Role: Develop, disseminate, and implement the plan - \$96,500

Contractor Role: None

Travel: To and from meetings with stakeholders and general public within the region, travel to related educational opportunities - \$2,000

Supplies: Meeting supplies, printing of the plan and related materials - \$1,500

Timeline: Year 1: Plan development; Year 2 and Year 3: Implementation and Evaluation

Evaluate and Strengthen the Supply Chain Connections in the Region

Although manufacturing firms are the main employers in MI-Region 3, particularly in rural communities, COVID-19 has revealed and exacerbated the weaknesses of regional manufacturing supply chains that are linked to international suppliers. Economic development organizations and business stakeholders have reported to the SMPC Team that many regional firms need assistance to evaluate, strengthen, and in some cases re-shore their supply chains. The SMPC Team will use EDA funds to provide a critical and timely analysis of supply chains in the region's core industries. In addition to REMI modeling and quantitative data analysis, the SMPC Team will competitively bid and contract with a firm to provide expertise in supply chain evaluation, enhancement, and improvement strategies. These activities will help manufacturing firms identify risks in their supply chains, connect firms to direct and secondary suppliers in the region, help firms adopt digital supply networks, and enhance SMPC's ability to provide regional EDOs with guidance on impactful economic development projects.

SMPC Team Role: Direct the contractor's work on the analysis, help guide and inform the overall analysis, coordinate evaluation activities with CEDS Committee - \$20,000

Contractor Role: Conduct the analysis, identify strategies, disseminate the analysis - \$40,000

Travel: To and from meetings with local businesses, organizations, and stakeholders - \$500

Supplies: Meeting supplies, printing materials to technical assistance - \$500

Timeline: Year 1: Evaluate supply chains in core regional industries, identify barriers and opportunities for interventions. Year 2 and Year 3: Use and update the analyses to support and inform economic development projects with regional partners.

Provide Technical Assistance to Organizations in the Region

To aid in the economic recovery process and to help enhance resiliency in the region, the SMPC Team at the Upjohn Institute will provide Technical Assistance to Local Governments, Businesses, and Other Stakeholder Organizations. The technical assistance activities anticipated are as follows:

- Educate local groups on EDA programs and the region's CEDS
 - Provide regional assistance navigating EDA and other economic development grants offered by federal, state, and regional sources
- Provide economic data analyses projects related to economic development and prosperity
- Provide economic impact forecasting for potential projects or policies (utilizing REMI software)
- Assist communities and economic development organizations with planning, implementation, and project analyses

SMPC Team Role: Provide technical assistance as outlined above - \$100,000

Contractor Role: None

Travel: To and from meetings with local businesses, organizations, and stakeholders - \$500

Supplies: Meeting supplies, printing materials related to technical assistance - \$500

Timeline: Years 1-3

Create a Plan for Expanding Broadband Internet Access Throughout the Region

It was clear before the COVID-19 pandemic hit that broadband internet access was important to the success of the region; now it is understood even more acutely how broadband internet access is essential for commerce, education, health, and social interaction. Businesses, local government, school districts, and nonprofits in the region have consistently reported that the lack of broadband access, affordability, and adoption are limiting the success of local businesses, for individuals working from home, and for students accessing educational resources during the coronavirus crisis. Improved broadband internet access requires urgent action to prevent long-term, detrimental, and damaging effects on the regional economy and workforce. EDA funds associated with this grant application will allow for the creation of a regional plan that provides accurate internet coverage data, identifies barriers to broadband access, and recommends effective interventions to increase broadband coverage, access, and utilization in MI-Region 3. The SMPC Team at the Upjohn Institute will contract with a qualified firm to provide expertise in broadband issues, accurate data collection, and to assist with the planning process. It is anticipated that this activity would begin in the fall of 2020 and be completed in 9-12 months.

SMPC Team Role: Support the work of the selected contractor, help collect data, disseminate the plan after completion, lead implementation in the region - \$20,000

Contractor Role: Develop the broadband plan - \$50,000

Travel: To and from planning meetings, travel to related educational opportunities - \$2,000

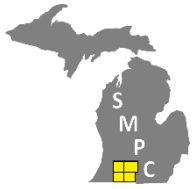
Supplies: Meeting supplies, printing materials related to the analysis – \$1,000

Timeline: Year 1: Broadband plan development. Year 2 and Year 3: Support plan adoption and infrastructure projects that enhance regional broadband access.

Expansion of SMPC organizational staffing capacity

- Economic Recovery and Resiliency Coordinator
 - Coordinator Activities:
 - 50% of time committed to economic recovery and resiliency planning activities
 - 25% of time committed to CEDS implementation activities
 - 25% of time committed to technical assistance to local governments, businesses, and other stakeholder organizations
- Utilization of existing Upjohn staff for various roles :
 - SMPC Director
 - Mapping and Data Visualization Specialist
 - Senior Regional Analyst
 - Economist
 - Research Assistant

		Local Share	EDA Share
Total Budget	\$ 350,000	<i>\$ 70,000</i>	<i>\$ 280,000</i>
Staffing Expenses	\$ 226,500	\$ 70,000	\$ 156,500
Travel Expenses	\$ 5,000		\$ 5,000
Supplies	\$ 3,500		\$ 3,500
Broadband Planning Contract Work	\$ 65,000		\$ 65,000
Regional Supply Chain Analysis	\$ 50,000		\$ 50,000



Southcentral Michigan Planning Council

300 South Westnedge Avenue · Kalamazoo, Michigan 49007

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2019 SMPC Strategic Plan

Mission

SMPC is a regional planning organization that aims to improve the economic, environmental, and fiscal health of member organizations through education, transportation planning, regional and local planning, economic development, and efficient local staffing.

Vision

Remove barriers and provide value to organizations in the region to achieve prosperity and multi-jurisdictional cooperation.

Goals & Objectives

- Align our activities with member's goals
 - o Examine plans for consistencies/overlaps and areas where SMPC can provide assistance
 - o Tailor service to meet the needs of members governments
- Educate local governments and nonprofit organizations
 - o Hold region-wide workshops
 - o Increase awareness of SMPC
 - Develop and implement a communication strategy
 - Provide periodic updates to planning commissions
- Increase regional prosperity
 - o Explore a higher level of integration with the Southwest Michigan Planning Commission
- Assist local units of government with limited resources
 - o Inventory local plans to anticipate planning service needs
 - o Provide services for fee
- Assist state departments with service delivery
 - o Already in place:
 - MDOT
 - MEDC
 - o Explore other opportunities
- Increase member's and SMPC access to local, state, and federal funding
 - o Increase awareness of grant opportunities
 - o Provide technical assistance with grant applications and administration
 - o Achieve designations that will increase access to funding sources
 - Community Development Corporation, Economic Development District
- Create and implement regional or multi-jurisdictional plans
 - o Examine topics that are not already covered on a regional basis and determine if an SMPC led region plan is appropriate
 - o Plans could include: recreation, environmental, or housing



Southcentral Michigan Planning Council

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TO:

Shabaka Gibson
Battle Creek Unlimited
4950 W. Dickman Rd., A-1
Battle Creek, MI 49037

FROM:

Lee Adams, Director
Southcentral Michigan Planning Council
300 South Westnedge Avenue
Kalamazoo, MI 49007

DATE: June 30, 2020

RE: Support of the Battle Creek Unlimited Repositioning Assets for Growth Project

Battle Creek Unlimited, a private nonprofit established in 1972 under contract with the City of Battle Creek to create economic opportunity in Southwest Michigan, has the support of many local partners, including the Southcentral Michigan Planning Council (SMPC), for its Repositioning Assets for Growth Project.

The Repositioning Assets for Growth Project includes purchasing and repurposing the former Lotte USA Incorporated building. Lotte USA Incorporated manufactured chewing gum base for export. The company shuttered its facility in Fort Custer Industrial Park in the midst the Covid-19 pandemic, resulting in economic loss to the community. EDA funds will enable new businesses to use the building and provide economic benefits to the Battle Creek community and the region.

This project responds to the needs created by the pandemic through the repurposing of Lotte's ~180,000-square feet of industrial space. This repurposed space can be used for other light industrial and commercial purposes. This project will assist in supporting Battle Creek's economic recovery due to the impacts of the Covid-19 pandemic.

The project coincides priority of repurposing existing building found within the regional economic development plan for the southcentral Michigan region. The Southcentral Michigan Planning Council endorses the project and Battle Creek Unlimited's application to the U. S. Department of Commerce Economic Development Administration's Economic Assistance Public Works program.

Best regards,

Lee Adams
SMPC Director