

Southcentral Michigan Planning Council

300 South Westnedge Avenue · Kalamazoo, Michigan 49007

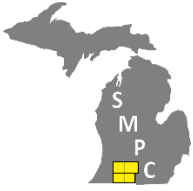
Phone: (269) 385-0409 · Fax: (269) 343-3308 · Email: info@smpcregion3.org

Board Meeting Agenda

MEETING DATE: Wednesday, April 24, 2024
MEETING TIME: 11:30 am
MEETING LOCATION: Road Commission of Kalamazoo County
4400 S 26th St
Kalamazoo, MI 49048

1. Call to Order
2. Representative Attendance [Action]
3. Approval of the Agenda [Action]
4. Approval of the Minutes [Action]
5. Public Comment
6. Transportation
 - a. KATS report
 - b. 2025 Transportation Work Program [Action]
7. Update on EDA Relationship and Work
 - a. Staff update and discussion
 - b. Committee to provide guidance on the work
8. EPA Regional Brownfield Grant
 - a. Update on the work
9. Staff Report/Other
 - a. Update on Planning Work
 - i. St. Joseph County Joint Plan
 - ii. Constantine TIF
 - b. Annual Report
 - c. Monthly Correspondence
10. Representative Comments
11. Adjournment

Next Meeting: May 22, 2024



Southcentral Michigan Planning Council

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Board Meeting Agenda

MEETING DATE: Wednesday, January 24, 2024
MEETING TIME: 11:30 am
MEETING LOCATION: Road Commission of Kalamazoo County
3801 E Kilgore Rd
Kalamazoo, MI 49001

1. Call to Order
 - a. The meeting was called to order at 11:38am.
2. Representatives in Attendance
 - a. Bomba
 - b. Gisler
 - c. Hazelbaker
 - d. Frisbie
 - e. Drost
 - f. Coney
3. Others in attendance
 - a. Adams
 - b. Lendel
 - c. Petz
 - d. Pittelko
4. Approval of the Agenda
 - a. **Hazelbaker made a motion to approve the agenda.**
 - i. Frisbie seconded the motion.
 - ii. Approved by unanimous consent.
5. Approval of the Minutes
 - a. **Bomba made a motion to approve the minutes.**
 - i. Drost seconded the motion.
 - ii. Approved by unanimous consent.
6. Annual Meeting Items
 - a. Adoption of the Public Notice
 - i. **Drost made a motion to approve the public notice.**
 - 1) Frisbie seconded the motion.
 - 2) The motion carried.
 - b. Adoption of a FY 2024 Budget
 - i. Staff led a discussion of the proposed budget.
 - ii. **Coney made a motion to adopt the budget.**
 - 1) Drost seconded the motion.
 - 2) The motion carried.
 - c. Election of Officers (serving Oct 2023-Sept 2024)
 - i. **Frisbie made a motion to reappoint Carahaly as Chair, Hazelbaker as Vicechair, and Bomba as Secretary/Treasurer.**
 - 1) Coney seconded the motion.
 - 2) The motion carried.

7. Public Comment
 - a. None made.
8. Transportation
 - a. KATS staff gave a verbal and written report on its activities in November and December.
 - b. The board had several questions about the Rural Task Force and Small Urban Program functions and urban boundaries. A discussion about those programs ensued.
9. Update on EDA Relationship and Work
 - a. Staff gave a brief update on the work. The work was mostly dormant as other projects were recently a higher priority.
10. EPA Regional Brownfield Grant
 - a. Staff gave the board an update on the work. The funding is mostly expended. Staff is trying to tie up all loose ends and gather all scraps of funding to bundle for one or two final projects.
11. Staff Report/Other
 - a. Recognition of Art Kale and his contributions to SMPC
 - i. The board supported the idea of formally recognizing Art. Bomba thought we should present it at a Calhoun County Board meeting. Staff will coordinate with Bomba to move forward with the recognition.
 - b. Update on Planning Work
 - i. Staff informed the board of the progress towards completing the St. Joseph County Joint Plan. Staff began reviewing the existing master plans and planning a kick-off meeting.
 - ii. Staff gave a brief update on the Constantine TIF work.
 - c. Monthly Correspondence was attached to the digital version of the packet.
12. Representative Comments
 - a. Drost:
 - i. Mentioned the upcoming CEO Summit to discuss the regional childcare plan.
 - ii. Kalamazoo Township tax abatement technical assistance.
 - b. Bomba:
 - i. Said that housing is a huge topic in Calhoun County.
 - ii. Solar power is also a hot topic with a number of hidden issues (roads).
 - iii. Parks millage back on the ballot.
 - iv. Transportation authority was recently formed.
 - c. Hazelbaker:
 - i. County Administrator Bud Norman is going to retire at the end of the year.
 - ii. Branch County had a community-wide discussion on homelessness. The County has a significant population of transient workers who are attracted to Coldwater but often do not have the means to return to their home areas.
 - d. Gisler:
 - i. The County is going to change corporate counsel again.
13. Adjournment
 - a. Coney made a motion to adjourn the meeting at 1:22pm.

Next Meeting: February 28, 2024



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: Steven Stepek, KATS Executive Director
DATE: April 22, 2024
SUBJECT: Southcentral Michigan Planning Council Report

During the months of February and March, 2024, 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:

- Completed work on 2023 Federal Aid Road Condition Reports for each county in Region 3 and posted copies to the SMPC website's Transportation page
- Continued to work with Rural Task Force and Small Urban eligible agencies to resolve programming issues and answer questions on procedures
- Polled member agencies for a date to hold a public meeting of the Coldwater-Quincy Small Urban Task force to consider a request to change the location of the Coldwater's 2025 project. The meeting was scheduled for March 19, 10:00 a/m. at the Coldwater Municipal Building
- Generated meeting materials and posted notices for the March 19 Coldwater-Qincy Small Urban Task Force meeting
- Attended online PASER data collection classes
- Started work on scheduling 2024 PASER data collection
- Started a comprehensive update to contact information for both Small Urban and Rural Task Force programs. This includes new and changed urban areas resulting from 2020 Census results that will be used starting FY 2025
- Completed collection of Highway Performance Monitoring System (HPMS) data updates and populating the MDOT master spreadsheet in preparation for submission in April
- Facilitated the March 19 Coldwater-Quincy Small Urban meeting, generated meeting minutes, and forwarded all necessary materials and project application to MDOT Planning for use in programming the approved project change
- Worked with Branch County Road Commission on documentation needed to generate a JobNet change request for updated funding for their 2024 Rural Task Force project
- Generated a draft of the FY 2025 Transportation Work Program for SMPC, incorporating updated MDOT and TAMC verbiage and work items. Forwarded on to the SMPC director for approval and submission to MDOT

Anticipated future activities include:

- Continued updating and entering project data in JobNet for the 2023 - 2026 Transportation Improvement Programs as project data sheets are submitted or as otherwise needed
- Scheduling and facilitating public meetings for consideration and approval of Rural Task Force and Small Urban changes to the 2023 – 2026 Transportation Improvement Program as needed.
- Submitting updated HPMS data to MDOT
- Scheduling and performing road condition data on Region federal aid roads not rated in 2023 as well as non-federal aid roads as time and funding allow. This will include assisting Branch County Road Commission with rating their entire non-federal aid system (paved and gravel), which were approved by TAMC for use of one-time supplemental funding for FY 2024
- Scheduling and holding meetings for consideration of Rural Task Force and Small Urban projects for the 2026-2029 Transportation Improvement Program (TIP) once calls for projects are issued by MDOT Planning

FY 2025 Regional Transportation Planning Work Program

Region 3

Southcentral Michigan Planning Council



Approved: **XXXXX X**, 2024

Southcentral Michigan Planning Council

300 South Westnedge Avenue
Kalamazoo, MI 49007

Phone: 269-385-0409
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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 to contract various planning services to be performed by the State Planning and Development Regions, also known as Regional Planning Agencies (RPAs), to assist BTP and local units of government. Each RPA could potentially have up to four project authorizations as a result of what is approved under this work program.

The RTPP requires each participating regional planning agency (except Southeast Michigan Council of Governments) have an annual work program in accordance with a three-year Master Agreement. Since 1984, the State Legislature has set a line-item budget of \$488,800 of Act 51's Michigan Trunk line Fund (MTF) for the RTPP. Identified transportation planning services funding with MTF includes the following work elements to assist MDOT and local communities: Program Management, Technical Assistance to MDOT, Technical Assistance to Member Agencies, Public Involvement and Consultation Process for Non-Metropolitan Areas, Access Management, specific eligible activities with the Pure Michigan Byway Program, Non-motorized Mapping and Investment Plan, Rural Safety Planning, and Asset Management. Each regional planning agency may divide and prioritize their allocation of these work elements based on the transportation needs of their region.

Rural Task Force and Small Urban Program assistance and Air Quality Conformity Planning are administered under a separate project authorization and funded with Statewide Planning and Research (SPR) grant funding. The funding requested for this assistance and planning is \$382,260 and has increased from last year due to the new FY26-29 State Transportation Improvement Program (STIP) that will need to be developed and coordinated. As above, each regional planning agency may divide and prioritize their allocation of these work elements based on the transportation needs of their region.

Planning grant activities for the Byways Program are funded with SPR and administered under a separate project authorization. A more detailed Byways Work Plan and Budget will be required if an RPA budgets for byways administrative activities under the transportation planning services project authorization and/or applies for planning grant implementation activities under this planning grant activity SPR authorization. The byways work plans and budgets are submitted to the Byways Program Manager for review and SPR requests will be ranked and prioritized if funding availability exceeds requests.

The last activity, Asset Management, is administered by the Asset Management Section of MDOT under a separate project authorization

SOUTHCENTRAL MICHIGAN PLANNING COMMISSION FY 2025 PROGRAM

The SMPC entered into an agreement with the Kalamazoo Area Transportation Study (KATS) to provide staffing for the Transportation Program through FY 2026. SMPC and KATS will work to provide technical support to MDOT and the various agencies within the Region 3 area during FY 2025 (ending September 30, 2025).

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 2025 BUDGET

The following is the estimated budget for FY 2025 utilizing the services of the Kalamazoo Area Transportation Study, the consulting agency for SMPC. For FY 2025, the budget was based on:

- \$26,000 in Michigan Transportation Fund (MTF) Program funds for the Regional Transportation Planning Work Program
- \$26,287 in Statewide Planning and Research (SPR) grant 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 2025 Regional Transportation Planning Work Program are part of the Kalamazoo Area Transportation Study's FY 2025 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 2025 BUDGET TABLE

**Fiscal Year 2025 Regional Transportation Planning Work Program
Region 3- Southcentral Michigan Planning Council
October 1, 2024-September 30, 2025**

Work Element	Project	Salary	Fringe	Indirect	Other	MTF	SPR	MTF	Hours	Budget
3101	Program Management	\$1,561	\$973	\$526	\$5,000	\$8,060			94	\$8,060
3102	Technical Assistance to MDOT	\$2,786	\$1,737	\$937	\$0	\$5,460			57	\$5,460
3103	Technical Assistance to Member Agencies	\$3,715	\$2,317	\$1,248	\$0	\$7,280			76	\$7,280
3104	Public Involvement & Consultation Process for Non-Metropolitan Areas	\$398	\$248	\$134	\$0	\$780			4	\$780
3105	Access Management	\$133	\$83	\$44	\$0	\$260			1	\$260
3106	Pure Michigan Byway Program- Admin	\$133	\$83	\$44	\$0	\$260			1	\$260
3107	Non-motorized Mapping and Investment Plan	\$398	\$248	\$134	\$0	\$780			4	\$780
3108	Rural Safety Planning	\$1,592	\$993	\$535	\$0	\$3,120			24	\$3,120
3109	Management of the Rural Task Force and Small Urban Programs	\$11,937	\$7,444	\$4,014	\$0		\$23,395		328	\$23,395
3110	RTF/Small Urban Public Involvement and Consultation Process	\$1,073	\$669	\$361	\$0		\$2,103		22	\$2,103
3111	Air Quality Conformity Planning	\$268	\$167	\$91	\$0		\$526		3	\$526
3112	Byways Program - Planning Grant Activities	\$134	\$84	\$45	\$0		\$263		1	\$263
3113	Asset Management	\$22,451	\$14,000	\$7,549	\$11,000			\$55,000	737	\$55,000
TOTALS		\$46,579	\$29,046	\$15,662	\$16,000	\$26,000	\$26,287	\$55,000	1352	\$107,287

Funds classified as other have been set aside for:

3101 Work completed by SMPC staff

3113 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. In the miscellaneous line, please provide a comment for what this was used for if under \$2,500 and no receipt is provided
 - 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: \$8,060 (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 and implementation 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. Ensure that email distribution lists are updated with OPT and transit agency staff changes.
 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:
 - a) 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. Staff will attend HPMS Training as needed.
-

- b) Traffic Data Collection for Federal Reporting & 2026 MIRE FDE Requirement
Provide support to MDOT in the 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 and BIL as well as the 2026 MIRE FDE Requirement of count-based AADTs on all public roads.
- c) 2020 Census Statewide Review – NFC Review
After the U.S. Census Bureau approves the 2020 ACUB boundaries, MDOT staff will prepare informational materials for distribution pertaining to the 2020 Statewide NFC Review. MDOT will ask RPA staff to assist in meeting coordination with transportation stakeholders. These meetings will consist of jurisdictional agencies and other transportation stakeholders proposing and reviewing National Functional Classification (NFC) revisions to the Act 51 certified public roads within their planning boundary. MDOT staff may request materials such as traffic counts, worksheets, maps, local letters of concurrence, signed resolutions, and Act 51 certifications to process the proposed NFC revisions. The proposed revisions will be reviewed by MDOT staff. If MDOT is in concurrence, the proposals would then be submitted to FHWA for final review.
- d) Model Inventory of Roadway Element (MIRE) Fundamental Data Elements (FDE)
Model Inventory Roadway Elements (MIRE) Fundamental Data Elements (FDE) is a federal reporting requirement for safety roadway data under federal statute § 924.17. RPA and local agency participation in the MIRE data collection process is considered part of the requirements in fulfilling Data Collection responsibilities to MDOT.

RPA's are asked to coordinate with their local agencies and MDOT staff to perform annual maintenance and validating (6) data items. The six (6) data items that local agencies and RPA staff will be requested to review will be: Surface type, number of through lanes, access control, median type, facility type, and traffic control.

The review of these data items will be done within Roadsoft. Deliverables to MDOT will be exported from Roadsoft. RPAs and Local Agencies that require additional training with Roadsoft MIRE tools can follow this hyperlink: [MIRE Roadsoft Training Recording](#) or contact MDOT at MDOT-MIRE-FDE@michigan.gov. Further information regarding statewide MIRE data collection can be found using the following hyperlinks:

- Roadsoft Roundup: [Model Inventory of Roadway Elements Fundamental Data Elements | Roadsoft](#)
- [MDOT MIRE FDE Experience Builder](#)

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: \$5,460 (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 manager with a copy of any reports produced as a result of the activities listed above.

Budget \$7,280 (MTF)

3104 Public Involvement and Consultation Process for Non-Metropolitan Areas

Objectives

- To provide for non-metropolitan local official participation in the development of the SLRTP and the STIP.
- To provide opportunities for the public to review and comment in the development of the SLRTP 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. Partner with educating and training local officials regarding state and federal-funded programs, policy applications and other key information.
4. 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: \$780 (MTF)

3105 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)

3106 Pure Michigan Byway Program – Administrative Only

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.

MTF Eligible Activities

1. Provide guidance to local grassroots organizations seeking to nominate a state highway as a Pure Michigan Byway or National Scenic Byway.
2. 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.
3. Provide opportunities for public involvement activities related to the byway.
4. Ensure the byway corridor management plan is up to date.
5. Conduct studies of the convenience of the byway transportation and visitor-oriented facilities.
6. Attend byways related conferences, workshops, and seminars (this is also an SPR eligible activity).
7. Assist in the management and facilitation of byways meetings.
8. Maintenance of existing byways websites.
9. Review and submit the Byway(s) Work Plan and Budget to MDOT by July 1, 2025 as completed by the byways committee.
10. Review and submit the Byway(s) Evaluation Report for the previous fiscal year by the end of December 2024.

MTF Eligible 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. Serve as a Liaison between the byway committee and MDOT.
3. Provide MDOT digital and hard copies of updated and/or new corridor management plans.

Upon billing submittal: See MDOT Standard Operating Procedures for invoicing

Budget: \$260 (MTF) for administrative duties and maintaining the website

3107 Non-Motorized Mapping and Investment Plan

Objective

- Facilitate the process of completing non-motorized planning efforts for the State of Michigan for the 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 the region.
3. Promote the consideration of bicycle and pedestrian facilities in the overall transportation planning activities.
4. Coordinate with stakeholders and public input.

Products

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: \$780 (MTF)

3108 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. Foster and maintain 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 rural safety plans.

Budget: \$3,120 (MTF)

3109 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, room set-up (in person or hybrid), 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 and/or Small Urban committee.
 3. Ensure project selection for the FY2026-2029 STIP cycle for RTF and small Urban programs. This requires RTF local committee meetings which are required for a STIP Development year.
 4. 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.
 5. Ensure that the fiscal constraint sheets used in the meetings are properly managed with updated allocation balances provided by the MDOT RTF Program Manager and the decisions made by the RTF committees.
 6. Review and monitor the Local Agency Balance Report (LABR) and update the fiscal constraint sheet with current project obligations on a monthly basis.
 7. 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.
 8. 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. This includes the programming of selected projects for the new STIP cycle FY2026-2029.
 9. RPA will submit the 2606 or 2638 forms that reflect the Small Urban committee prioritized projects to the Small Urban Program Manager. The Small Urban Program Manager is responsible for programming the selected projects in JobNet.
 10. 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 Program Manager. In months where there is no meeting 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 Program Manager.
-

11. Attend monthly RTF meetings and educational webinars virtually or in person or watch the posted recordings if staff is unavailable for the meeting times.

Budget: \$23,658 (SPR)

3110 RTF/Small Urban Public Involvement and Consultation Process

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. Document the RTF's public involvement and consultation processes.
2. Participate in statewide RTF and Small Urban related conferences, meetings, seminars, forums, and training sessions on state and federal programs available to local communities.
3. Assist in the creation and maintenance of an e-mail subscription list for managing the electronic distribution of information to local elected officials.

Budget: \$2,103 (SPR - Some items may be funded through the RTF Program)

3111 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 (MITC-IAWG)
- To provide communication of air quality conformity analysis 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 MITC-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: \$526 (MTF)

3112 Pure Michigan Byways Program – Planning Grant Activities

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 the region's geographical boundaries.

SPR Eligible Activities

1. Conduct studies of the convenience of the byway transportation and visitor-oriented facilities.
2. Attend byways related conferences, workshops, and seminars.
3. Marketing/promotional/educational brochure and pamphlet creation, printing, and distribution that advance the safe use and enjoyment of the byway.
4. Website creation or grand scale updates (does not include maintenance costs)
5. Prepare and/or assist a consultant in the development or update of corridor management plans (CMP).

Budget: \$263 (SPR)

3113 Asset Management

The Transportation Asset Management Council (TAMC) approved this policy on March 6, 2024 as it relates to reimbursement of TAMC activities by the RPO/MPO to local agencies.

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 can be found on the TAMC website (<http://www.michigan.gov/tamc>). The MPO/RPO will emphasize these tasks to support the largest PA 51 agencies (agencies that certify a minimum of 100 centerline miles of road) within the planning area when resources are limited. Reimbursement for data collection is provided from the fiscal year of which data was collected only. The fiscal year starts on October 1 and ends on September 30.

The following are procedures and requirements in support of the TAMC.

1. Training Activities:

- a) Attendance at TAMC sponsored training seminar(s) is a reimbursable expense for MPO/RPO and PA 51 agencies including:
 - Pavement Surface Evaluation and Rating (PASER)
 - Inventory-based Rating System for unpaved roadways and Culvert Asset Management.
 - Investment Reporting Tool (IRT)
 - Asset Management Plan Development
 - TAMC Conferences

2. Inventory and Condition Data Collection Participation and Coordination

a) Federal Aid (FA) System:

- i. FA data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
- ii. Organize schedules with PA 51 agencies within MPO/RPO's boundary for participating in FA data collection efforts; ensure all participants of data collection have access to State of Michigan travel reimbursement rates.
- iii. Coordinate, participate and facilitate road surface data collection of the FA, per Act 51 agency, in accordance with the [TAMC Policy for the Collection of Roadway Condition Data](#).
- iv. The RPO/MPO will reimburse local agencies for FA data collection to PA 51 agencies.
- v. Collect unpaved roadway condition data on approximately half of any unpaved FA eligible roadways using the Inventory Based Rating (IBR) System developed by the Michigan Technological University's (MTU) Center for Technology and Training (CTT).
- vi. Consider FA and Non-federal Aid (NFA) data collection on approximately half of the road network together for efficiency in data collection. A best practice is to also collect data on both networks at the same time, reducing travel time and optimizing data collection.

b) Non-Federal Aid (NFA) System:

- i. NFA data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
 - ii. It is required that the RPO/MPO make a formal call for interest for NFA data collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to
-

assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO will notify the PA 51 agencies of funding available and allocate reimbursements for NFA data collection to PA 51 agencies according to the resources and funding available in the manner that best reflects the priorities of their area and supports the TAMC work.

- iii. Coordinate NFA data collection cycles with PA 51 agencies with an emphasis on the top 123 agencies.
- iv. Collect unpaved NFA roadway condition data using the Inventory Based Rating (IBR) System developed by the MTU CTT.
- v. Ensure all participants of data collection understand procedures for data sharing with TAMC as well as [TAMC Policy for the Collection of Roadway Condition Data](#).
- vi. Consider FA and NFA data collection on approximately half of the region road network together for efficiency in data collection. A best practice is to also collect data on both networks at the same time, reducing travel time and optimizing data collection.

c) Culvert Inventory and Condition Data Collection

- i. Culvert inventory and condition data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
- ii. It is required that the RPO/MPO make a formal call for interest for culvert inventory and data collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO will notify the PA 51 agencies of funding available and allocate reimbursements for culvert inventory and data collection to PA 51 agencies according to the resources and funding available in the manner that best reflects the priorities of their area and supports the TAMC work.
- iii. Coordinate culvert inventory and condition data collection cycles with PA 51 agencies with an emphasis on the top 123 agencies.
- iv. Ensure all participants of data collection understand procedures for data sharing with TAMC as well as [TAMC Policy for Collection of Culvert Inventory and Data Condition](#).

3. Equipment

- a) Ensure rating teams have the necessary tools to complete the FA 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. For system requirements please visit [System Requirements | Roadsoft](#)
- b) Communicate any equipment needs and purchases with the MDOT Asset Management Section Manager; laptops are eligible for replacement on a three-year cycle only. Requests and invoices should include the year of the last purchase.
- c) Coordinate with your MDOT Transportation Service Center (TSC) Regional Pavement Engineer to secure an MDOT vehicle and/or request MDOT staff participation in the collection of FA road data.
- d) Ensure the vehicle includes reflective markings and flashing beacon. It is recommended that all rating crew members wear reflective safety vests.

4. 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 NFA Roads.
-

- c) Monitor and report status of data collection efforts to TAMC Coordinator through coordinator calls and/or 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.

5. Technical Assistance

- a) Provide technical assistance to PA 51 agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.
- b) Provide assistance to PA 51 agencies in the development of their Asset Management Plans.
- c) Integrate PASER ratings and asset management into project prioritization criteria:
 - i. Analyze data and develop road preservation scenarios with an emphasis on a mix of fixes vs. worst first.

INVOICING

TAMC will require RPO/MPO to clarify and document invoices by each of the TAMC tasks listed below.

The MDOT invoice form includes directions on how to fill out the invoice and what specific information is required on the invoice for it to be processed. The outline below includes the general activities that fit within each work task. Invoices which are insufficient will be returned to the RPO/MPO for correction prior to payment authorization. Invoices shall be submitted by the end of the MDOT fiscal year.

1. **Training Activities:** Please identify the training session(s) attended during the reporting period. Include travel/wages to and from sessions.

2. **Data Collection**
 - a) **Data collected on FA Roads:** Attach daily work logs, include any applicable travel/wages, and include geographic area covered in the collection. Ensure data submitted to the TAMC.

 - b) **Data collected on NFA Roads:** Attach daily work logs, include total miles rated at applicable rate as well as geographic area covered in the collection. Ensure data submitted to the TAMC.

 - c) **Data Collection for Culverts:** Attach daily work logs, include total number of culverts inventoried and rated at applicable rate as well as geographic area covered in the collection. Ensure data submitted to the TAMC.

 - d) **Equipment & Vehicle Rental:** Provide a list of equipment purchased and date of last purchase. Provide date of MDOT vehicle(s) rented and the reason for the rental.

 - e) **Data Submission Activities:** Include a detailed summary of activities related to managing regional Roadsoft databases and the Laptop Data Collector program, QA/QC of data from collection efforts, and activities related to submitting data files to TAMC via the Investment Reporting Tool application. Ensure all data collected with or without for the TAMC is submitted to the TAMC in a timely manner.

 - f) **Technical Assistance:** Include a detailed summary of activities related to assistance provided to PA 51 agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.

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

Vacancy

Kalamazoo County:

Vince Carahaly, Chair

David Combs

Bronwyn Drost

John Gissler

St Joseph County:

Jeffery Coney

Vacancy

APPENDIX B: SOUTHCENTRAL MICHIGAN PLANNING COUNCIL STAFF AND CONTACT INFORMATION

Lee Adams

SMPC Director
adams@upjohn.org

Emily Petz

Petz@upjohn.org

Website:

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

Steven Stepek, AICP

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Megan Mickelson, AICP

Associate Planner
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Fred Nagler

Associate Planner
fnagler@KATSmpo.org

Elizabeth Rumick

Finance & Administrative Manager
Erumick@katsmpo.org

Ali Townsend

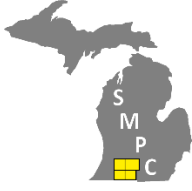
Associate Planner
atownsend@katsmpo.org

Website:

www.KATSmpo.org

Mailing Address and Phone Number:

Kalamazoo Area Transportation Study
5220 Lovers Lane, Suite 110
Portage, MI 49002
(269) 343-0766



Southcentral Michigan Planning Council

300 South Westnedge Avenue · Kalamazoo, Michigan 49007

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

2023 SMPC Annual Report

2023 was a busy year for the Southcentral Michigan Planning Council (SMPC). The team continued to provide land use, economic development, and other technical assistance to communities in the region and the region as a whole (Branch, Calhoun, Kalamazoo, and St. Joseph counties). 2023 allowed the SMPC Team to continue to work on and finish several projects; those projects are outlined below. Although SMPC's fiscal year coincides with the State's, ending September 30, this annual report covers the calendar year of 2023.

Brownfield Assessments and Environmental Planning

The SMPC team successfully applied for and received funding to assess potential brownfield sites. SMPC received a \$600,000 grant from the Environmental Protection Agency (EPA) to fund phase I, phase II, baseline environmental planning, and other environmental planning costs. The grant was received in 2022 and ends in 2024. At this point, the majority of the funding is expended. Any remaining funding will likely be allocated to projects that have already applied. SMPC Staff, especially Emily Petz, and the SMPC Brownfield Committee worked hard to find eligible projects that positively impacted local communities and the region. Assessing potentially environmentally contaminated sites is an important aspect of economic development and community development.

Projects funded under this grant were located in all four of the SMPC member counties, including our largest metro areas (Kalamazoo and Battle Creek), small towns, and rural areas. We provided funding for small-scale projects and multi-million dollar projects. Funded projects included residential, commercial, and industrial developments. The funding was spread well across the region and across a variety of projects. SMPC will contemplate applying for additional funding since this work was so successful.

Broadband Assistance

SMPC received a grant through the EDA to assist local communities with broadband plans. SMPC staff assisted various community groups with the broadband planning process in 2023. In fact, SMPC staff is partnering with Kalamazoo County to write a broadband plan for the County. The County allocated a portion of its American Rescue Plan Act funding to support the creation of the plan. The team developed a novel methodology for determining broadband access; the team created a web-scraping tool to enter addresses into the internet service provider's websites. The team used this data to help the planning process in Kalamazoo County. The work will conclude in 2024.

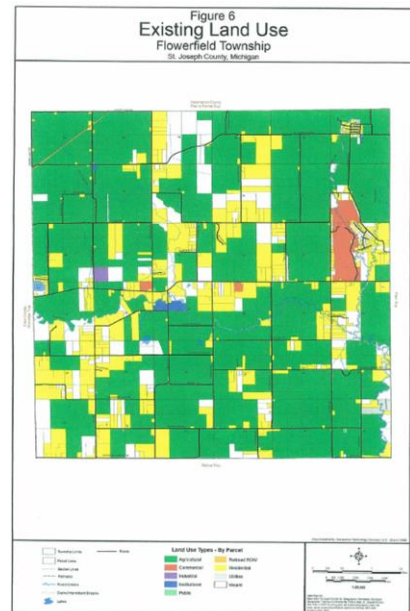
Housing Planning

Housing planning remains an important part of the SMPC portfolio of work. In 2020, SMPC staff built a housing toolkit ([plan4housing.org](https://research.upjohn.org/reports/282/)); the toolkit is available to any community use for planning purposes. In addition, staff uses the toolkit when creating housing plans. The SMPC Team created plans for Kalamazoo County, St. Joseph County, Oshtemo Township, and others outside the region. A copy of the Kalamazoo County Housing Plan is found here: <https://research.upjohn.org/reports/282/>.

SMPC staff will have the capacity to help create housing plans in 2024; if your community is interested in SMPC assistance in creating a housing plan, please contact Lee Adams or Emily Petz (contact information below).

Planning Assistance

SMPC assists communities needing to update or create land use or economic development plans. SMPC offers some services without cost to local governments, but large projects, such as master plans or economic development plans, require SMPC to recover its expenses through contracts. In 2023, SMPC completed plans for Flowerfield Township, Florence Township, and others. Staff also started projects for several other municipalities. If you need land use planning or economic development, contact Lee Adams for more information (contact information below).



Transportation Planning Assistance

SMPC provides transportation planning services to the region through the Kalamazoo Area Transportation Study (KATS).

The Michigan Department of Transportation contracts with SMPC to provide transportation planning services (asset management, rural transportation planning, and the Small Urban Program) on its behalf. SMPC has funds in fiscal year 2023 to assist local communities or counties with transportation planning. Contact Lee Adams (contact information below) or Fred Nagler (269-343-0766) of KATS if you have transportation planning needs.

Workshops

SMPC offers local governments and nonprofits the opportunity to learn about relevant topics through workshops. These workshops focus on topics that are of interest to local communities. In the past, SMPC hosted workshops on alternative energy's impact on land use, economic development, the Open Meetings Act and parliamentary procedure, and marijuana regulations. Please contact Lee Adams with any suggestions on 2024 workshop topics.

SMPC Staff

Lee Adams, Director
adams@upjohn.org

Emily Petz, Community
Development Coordinator
petz@upjohn.org

Patrick Hudson, Planner
hudson@upjohn.org



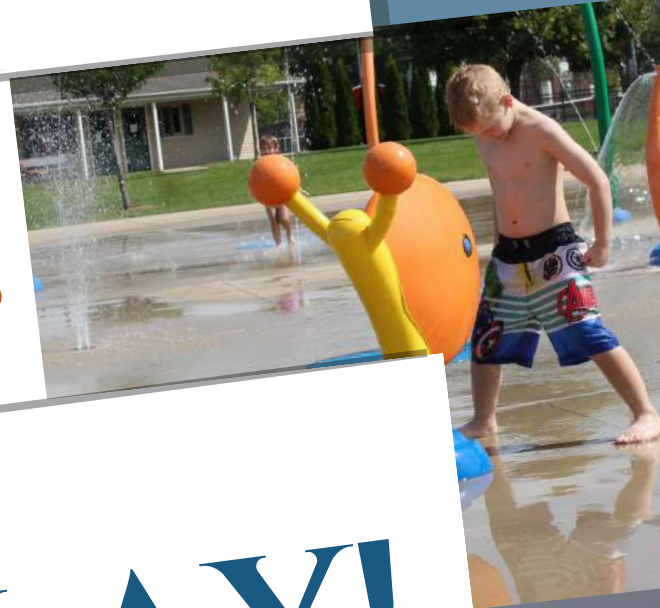
2024-2028 Recreation Plan

City of Coldwater
Branch County, MI



LIVE.

WORK.



PLAY!



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ACKNOWLEDGEMENTS

City Council

Chad Johnson	
Thomas Kramer, Mayor	James Knaack
Michael Beckwith	Travis Machan
Randall Hazelbaker	John Petzko
Scott Houtz	Emily Rissman



Planning Commission

Aaron Garn, Chair	Jessika Cole
Salwa Alsuraimi	Patty DeGroot
Michael Beckwith	Thomas Kramer, Mayor
Jeffery Budd	Christopher Stevens
Andrew Cameron	

City Staff

Keith Baker, AICP, CFM
City Manager

Bob Granger,
*Municipal Services
Director*

Julie Santure,
*Community Enrichment
Director*

Jake VanBoxel, MSA
*Neighborhood Services
Director*

Abbey Hoffman
*Community Engagement
Coordinator*

And Everyone Else Who
Helped With This Plan!



Rec. Board

Pat Lewis
John Parshall
Mark Robison
Rosemary Rial
Robert Steel

TO THE COMMUNITY:

Thank you to those who participated in our Recreation Plan Survey, and thank you to those who visit our community. Without you, we would be unable to make Coldwater a great place to live, work, & play!

ABOUT THIS PAGE

The people listed above played a vital part in assessing, updating, and communicating the needs and wants for recreation within the community.



INTRODUCTION



Purpose

The City of Coldwater has developed this Recreation Plan to serve as a guideline to improve recreation facilities and develop new recreational opportunities. To that end, this document forms the basis to guide policy for implementation of improvements and new initiatives that will meet the recreational goals and interests of the Coldwater community. The plan was guided by Coldwater's Recreation Board and associated staff.

Assessment

Before any Recreation Plan is adopted and enacted, it is important to understand what the needs of the residents are, what recreational opportunities already exist, and what sort of programs and projects are needed for residents based on age, ability, population, density, and the availability of recreational opportunities in neighboring communities. This plan has carefully considered input and suggestions via active communication from City residents, City officials, and other community stakeholders. This input is a critical component to this plan, and the voices of Coldwater have united together to develop a Recreation Plan to enhance the quality of life for everyone.





Intention

Broadly speaking, Coldwater officials intend to use this plan to guide their work on all future recreational and parks projects within the City. It is also a strategic document that articulates specific goals to various agencies and organizations that fund local recreational and parks improvement projects. Specifically, this plan is developed in accordance with the guidelines for Community Park, Recreation, Open Space, and Greenway Plans published by the Michigan Department of Natural Resources (MDNR). A five-year, MDNR-approved Recreation Plan is necessary for Coldwater to pursue MDNR-administered grants. This Recreation Plan is written for the City of Coldwater. It covers all aspects of recreation within the community.

GOALS FOR THIS DOCUMENT

- Involve the community to develop the 5-Year Recreation Plan
- Identify and map existing Coldwater recreational facilities
- Addressing future recreational needs & priorities for stakeholders
- Enable eligibility for financial assistance based on the Rec. Plan
- Collaborate to establish recreation goals, objectives, and actions
- Support & implement improvements for barrier-free, universal access to City parks



COMMUNITY

The City is a small urban community and serves as the County Seat for the mostly-rural Branch County (Figure 1). It lies in the middle of Coldwater Township (Figure 2) and it is part of the Coldwater Community School District.

Location

The City of Coldwater is centrally located in Branch County, along the southern border of Lower Michigan. Coldwater is about 8.2 square miles in size and is approximately 11 miles from the Indiana border. Nearby major metropolitan centers include Battle Creek (located 40 miles to the north), Jackson (50 miles northeast), and Kalamazoo (60 miles northwest). The primary land uses in Coldwater are residential, commercial, and industrial.

Major traffic carriers to the City are US-12 which carries vehicular traffic east to west across southern Michigan. Old US-27 bisects the City from north to south, and M- 86 carries traffic into the City from the west. Interstate expressway I-69 runs from north to south and crosses the eastern side of the City. The Branch County Memorial Airport is located in Coldwater Township, about two miles west of the City of Coldwater.

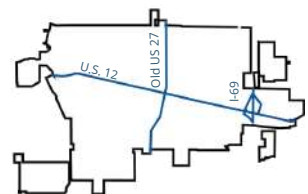


Figure 1. Shows where Branch County is in the State of Michigan.

Figure 2. Shows where Coldwater Township is, and the rough location of the City of Coldwater, in Branch County.

Sherwood Twp.	Union Twp.	Girard Twp.	Butler Twp.
Matterson Twp.	Batavia Twp.	Coldwater Twp.	Quincy Twp.
Bronson Twp.	Bethel Twp.	Ovid Twp.	Algansee Twp.
Noble Twp.	Gilead Twp.	Kinderhook Twp.	California Twp.

Figure 3. Shows the general outline of the City (with the Walmart Distribution parcel in the bottom left corner) and most of the major roadways.



Major Roadways

- US-12
- Old US-27
- M-86
- I-69



Public Utilities Offered

- Electric
- Water & Wastewater
- Telecommunications (TV/Internet/Phone)
- Energy Efficiency Programs



Census Data

Notably, while the population of Coldwater tends to be 82.2% Caucasian, there is a relatively large Hispanic population at 9.5% and a 10.7% foreign-born population. These statistics are significantly higher than both the Branch County population and the State of Michigan population. Additionally, while Census data does not classify Arabic residents separately than Caucasian residents, the City of Coldwater has a large Arab-American population, which is near 20% of its residents. Significant Census data for the City of Coldwater can be found below, and compared to Coldwater Township & Branch County on page 6.

City of Coldwater		
	2012-2016	2017-2021
Population	10,764	13,764
% of Population (65+)	15.0%	18.1%
% of Population (Under 18)	26.0%	22.3%
Median Age	34.9	40.1
% of Bachelors Degree or +	14.3%	11.9%
Median Household Income	\$37,536	\$45,021
Median Household Income (Adjusted for 2016 US \$)	\$37,536	\$45,021
Per Capita Income (Adjusted 2016 US D\$)	\$19,479	\$21,537
Average Household Size	2.53	2.59
Median Housing Value	\$76,100	\$99,800
Median Housing Value (Adjusted 2016 US \$)	\$98,495	\$99,800
Rental Housing Units as % of Total	38.0%	44.6%

**Source: US Census American Community Survey, Tables DP02, DP03, DP04, DP05*



Coldwater Township & Branch County

	Coldwater Township (2012-2016)	Coldwater Township (2017-2021)	Branch County (2012-2016)	Branch County (2017-2021)
Population	4,882	3,393	43,603	44,677
% of Population (65+)	15.4%	17.5%	16.7%	18.2%
% of Population (Under 18)	16.4%	22.1%	23.7%	23.4%
Median Age	44.6	41.8	40.8	41.2
% of Bachelors Degree or +	11.7%	25.5 %	13.6%	15.4%
Median Household Income	\$49,549	\$59,758	\$46,428	\$56,077
Median Household Income (Adjusted for 2021 USD)	\$54,707	\$59,758	\$51,261	\$56,077
Per Capita Income (Adjusted for 2021 USD)	\$19,588	\$31,943	\$24,111	\$27,575
Average Household Size	2.66	2.27	2.57	2.56
Median Housing Value	\$115,700	\$141,100	\$95,200	\$121,400
Median Housing Value (Adjusted for 2021 USD)	\$127,744	\$141,100	\$105,110	\$121,400
Rental Housing Units as % of Total	13.0%	11.2%	20.7%	22.1%

*Source: US Census American Community Survey, Tables DP02, DP03, DP04, DP05

ORG. STRUCTURE

Management

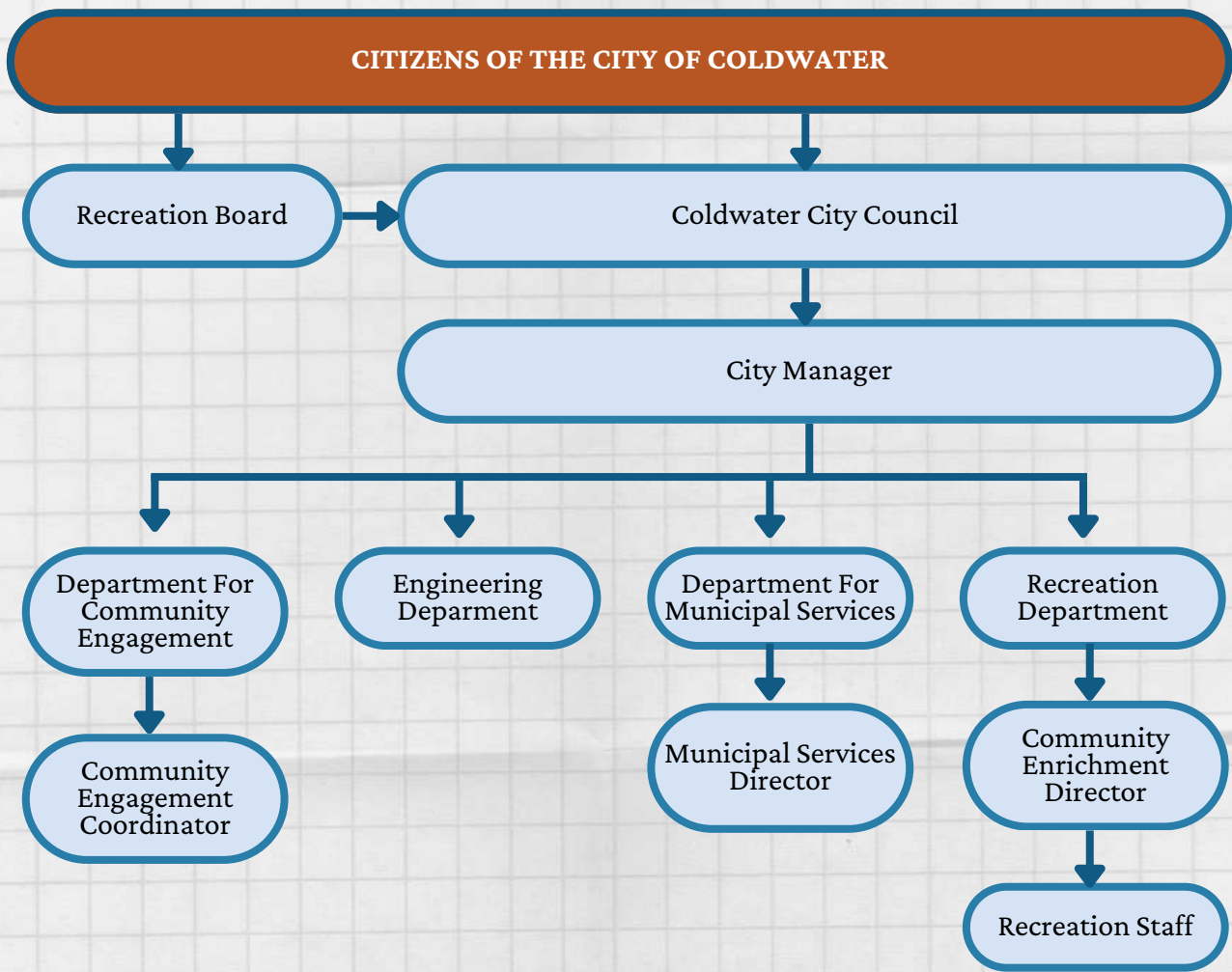
The City of Coldwater is a home-rule city form of government. Citizens elect eight city council members within four wards. The Mayor is elected at large by citizens. A City Manager is hired to handle the day-to-day business operation of the City. The City Manager is appointed by the City Council and serves as the Chief Administrative Officer of the City. Parks and recreation functions in Coldwater are reviewed by the Coldwater Recreation Board. The board is a five-member group. Members are appointed to five-year terms by the Mayor, subject to confirmation by the City Council, and are arranged so the term of a single member expires in each year.

Parks & Rec

Four departments in Coldwater help to carry out the parks and recreation functions in the City. The relationship between these departments and the operation of the City is shown in Figure 3. The Community Enrichment Director (CED) provides planning and project development leadership for the City's parks and recreation services. Coldwater's Engineering Department provides design, engineering, and construction supervision services for the City's parks. The City's Municipal Services Department maintains the parks.

Roles

The Department for Community Engagement assists the Recreation Department with communication pieces such as social media posts, flyers, activities, festival and event promotions, surveys, and captures photos at the events. Coldwater's Engineering Department provides design, engineering, and construction supervision services for the City's parks. The Department of Municipal Services provides maintenance, repair, and upgrades to the City's parks. The Community Enrichment Director serves as the Recreation Director and is supported by a Recreation Supervisor and a Recreation Coordinator. The Recreation Department and its staff are responsible for recreation programming, maintaining the Dr. Robert Browne Recreation Center, and coordinating all facility usage. Seasonal and temporary staff are hired as needed.



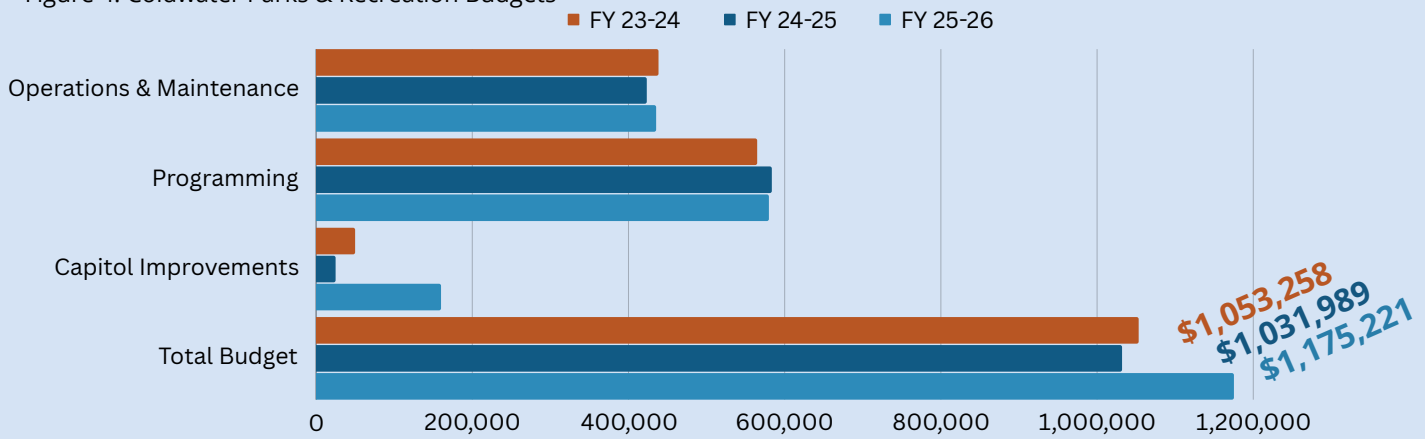
Recreation Staff Working the First-Aid & Information booth at the 2023 Apple Fest



Funding & Budgets

Sources of funding for parks and recreation in Coldwater include the City general fund, program and usage fees, recreation facility rentals (pavilions, fields, gymnasium, buildings), local sponsorships, and occasional donations. The City Council has also voted to allocate all tax revenue generated from the City's cannabis industry toward investment into the City's parks. Parks and recreation budget information for the City of Coldwater is shown in Figure 4.

Figure 4. Coldwater Parks & Recreation Budgets



Community Relationships

The City of Coldwater maintains a strong and healthy relationship with multiple agencies and organizations within the community. These partnerships and relationships are critical to ensuring that our citizens receive the best resources and amenities in all aspect of municipal administration, public parks playing a role that promotes collective action and support. The City intends to continue our efforts and encourages the input and involvement from all of our community allies. These organizations include, but are not limited to:

- Service Organizations (Kiwans Club, Rotary Club, etc.)
- Schools (Coldwater Community Schools, Pansophia Academy, Branch Co. ISD, etc.)
- Foundation Golf Center
- Branch County
- Coldwater Township
- Branch County Community Foundation
- Chamber of Commerce

REC. INVENTORY

Introduction

In order to plan for parks and recreation in the future, one needs to examine the types of facilities that currently exist in the City of Coldwater and neighboring communities. It is also helpful to compare the existing facilities to various standards as one measure of the adequacy of the parks and recreation facilities in the community. The inventory was completed by visiting the City's parks to update the inventory detailed in Coldwater's previous Recreation Plan from 2019. City staff worked together to complete any updates or revisions. A review for accessibility was also completed for each of the parks.

Classifying parks into categories helps define their role in the overall system, demonstrates their relationship to each other, highlights deficiencies, helps to develop an action program, and assists in allocating funding. Currently, Coldwater classifies parks into four groups: Regional, Community, Neighborhood and Mini-Parks. This classification system is adapted from the National Recreation and Parks Association guide recommended by the MDNR for recreation standards. It recognizes types of parks based on size, service area, facilities, and use groups. Further, it lists definitions and sets of standards for the various park levels established for use in this Recreation Plan. These standards are based on nationally accepted criteria. Charts and maps showing amenities and other data begin with a park location map (Figure 5), a non-motorized pathway and sidewalk map (Figure 6), and a detailed parks amenity inventory (Figure 7). A list of other recreation facilities in the Coldwater area is provided in Appendix D.



Types of Facilities

Coldwater Recreation

- *Regional Parks*
- *Community Parks*
- *Neighborhood Parks*
- *Mini Parks*
- *Recreational Buildings*
- *Facility & Venue Rentals*





Regional Park (1)

Heritage Recreation Area

The City of Coldwater has one park under this classification. These parks are able to serve communities within a one-hour driving time and are usually larger than 200 acres. Access is vehicular and parking is included on-site. Characteristics of typical uses usually include areas of natural or highly specialized outdoor recreation such as golf courses, water sports, or camping. While the Heritage Recreation Area is just 71 acres, it is classified as a regional park because of the wide variety of amenities that it offers, some of which are not readily available elsewhere in the Coldwater region. The Dr. Robert W. Browne Recreation Center was dedicated in 2015, located within the Heritage Recreation Area, along with the Rotary Splash Park built in 2017.

Community Parks (4)

Rotary, Waterworks, Linear, & South Lake Parks

There are four parks in Coldwater that are classified as Community Parks. These parks generally offer unique activities and are usually over 25 acres in size. Access is primarily vehicular and parking is generally included on-site. Characteristics of typical uses usually include major sports facilities, unique attractions, many natural features, and water bodies.





Neighborhood Parks (6) **Four Corners, Jaycee, Jefferson, Parkhurst, Pilot Knob, & Reith Parks**

Generally, the Neighborhood Parks serve one or more of the surrounding neighborhoods, have about a half-mile radius service area, and are anywhere from one to 25 acres in size. Some of these parks are undeveloped, while others provide active uses, including some programmed activities. Access is primarily pedestrian and by bicycle, with some on-site or on-street parking. Characteristics of typical uses usually include sports fields, courts, and playgrounds. Coldwater has six Neighborhood Parks:

Mini Parks (3) **City, East Pointe, & Optimist Parks**

Mini-Parks are intended to serve adjacent or nearby residences, encompassing about a quarter-mile radius service area, and are usually an acre in size or less. Access is primarily pedestrian and by bicycle, with no on-site parking. Characteristics of typical uses include open space, pick-up games, and playgrounds. There are no programmed activities at these parks.





Recreational Buildings (2)

The City of Coldwater helps maintain two recreational buildings: the Dr. Robert W. Browne Recreation Center and the Dr. Robert W. Browne Aquatic Center.

Dr. Robert W. Browne Recreation Center

- **Location:** Heritage Recreation Area
- **Features:** Community Room, Courts, Concessions, Locker Room, Fitness Room, Indoor Track
- **Funded By:** The City of Coldwater
- **Operated By:** Coldwater Recreation Department
- **Website:** www.Coldwater.RecDesk.com

Dr. Robert W. Browne Aquatic Center

- **Location:** Heritage Recreation Area
- **Features:** Competition Lap Pool, Warm Water Therapy Pool, Water Fitness Classes
- **Funded By:** The City of Coldwater, Coldwater Community Schools
- **Operated By:** Coldwater Com. Schools
- **Website:** www.coldwaterschools.org/swim



Facility & Venue Rentals (4)

Within the recreational buildings and parks, there are several facility and venue rentals. These include pavilions, court rentals, the community room, and Heritage Hall.



Heritage Hall

Located at Heritage Park, Heritage Hall is a spacious indoor venue with tables & chairs, bathrooms, and a kitchen space.



Community Room

The Community Room is a spacious indoor venue with tables & chairs, a meal prep. space, and easy access to indoor rec. facilities.



Court Rentals

Indoor courts are available to rent at the Dr. Browne Recreation Center for various recreational activities.



Pavilion Rentals

The City has seven (7) total pavilions. Three (3) are available to rent, the other four (4) are first-come, first-serve.



Figure 5: Park Location Map

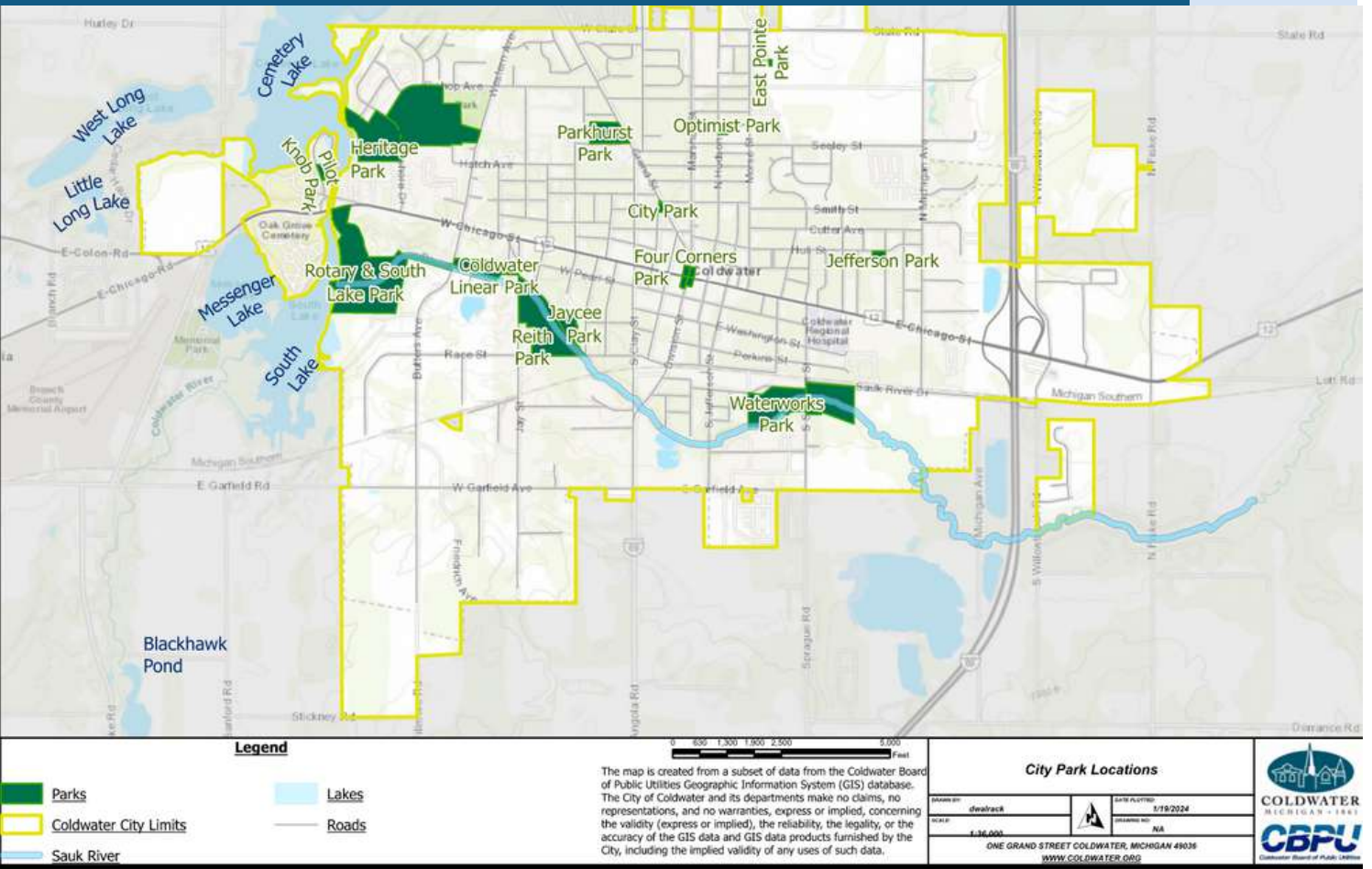




Figure 6: Non-Motorized Pathway Map





Figure 7: Park Amenity Inventory

	City Park	East Pointe Park	Four Corners Park	Heritage Recreation Area	Jaycee Park	Jefferson Park	Coldwater Linear Park	Optimist Park	Parkhurst Park	Pilot Knob Park	Reith Park	Rotary Park	South Lake Park	Waterworks Park
Classification *	M	M	N	R	N	N	N	M	N	N	N	C	C	C
Accessibility **	2	4	4	4	2	2	4	2	3	2	2	3	3	3
Service Area ***	(a)	(a)	(b)	(c)	(a)	(a)	(b)	(a)	(b)	(a)	(a)	(c)	(b)	(b)
Acreage	0.8	0.5	1.2	83.0	5.6	4.0	12.2	0.8	14	1.0	14.0	27	32	26
Ball Diamonds				x										x
Basketball				x	x			x	x					x
Boat Launch												x		
Concession Stand				x										
Dog Park				x										
Disc Golf				x										
Football/Soccer Fields				x	x									x
Horseshoe Pits										x				
Paths			x	x			x				x	x		x
Picnic Area			x	x	x	x		x	x	x		x		x
Playground Equipment		x		x	x	x		x	x	x		x		x
Open Playfield	x		x	x	x	x		x	x	x				x
Restrooms			x	x					x			x		x
Shelter/Pavilion		x		x					x	x		x		x
Shuffleboard									x					
Skate Park				x										
Sledding Hill				x										
Tennis Courts				x					x					
Sand Volleyball Courts				x										
Waterfront				x			x			x	x	x	x	x

* Park Type: M = Mini Park, N = Neighborhood Park, C = Community Park, R = Regional Park

** Accessibility: See Page 18

***Service Area: (a) = Local Neighborhood, (b) = Entire City, (c) = Greater Branch County Area

Heritage Recreation Area



Classification:

Regional Park

Size: 83 Acres

Location: 3rd Ward

Description:

Heritage Recreation Area is located on 83 acres of land and is the largest park within the City of Coldwater. The Recreation Department operates within the Dr. Robert Browne Recreation Center, located on the property. The park includes multiple baseball/softball fields, tennis/pickleball courts, basketball courts, sand volleyball courts, a public splash pad, a skate park, paved walking trails, a sledding hill, an archery range, multiple playgrounds, a disc golf course, a dog park, and football/soccer fields, among other amenities.



Rotary Park



Classification:

Community Park

Size: 26.5 Acres

Location: 4th Ward

Description:

Rotary Park is located on a channel that connects South Lake and Cemetery Lake. This park has the most waterfront access and is the only park within the City that offers a public boat launch. The park also has walking trails, a fishing pier/boardwalk, an ADA accessible kayak/canoe launch, and a pavilion. The City Council is currently working on a three phase project that will significantly improve the park.





Waterworks Park



Classification:

Community Park

Size: 26.1 Acres

Location: 1st Ward

Description:

Waterworks Park is located along the Sauk River and is one of the more popular parks among our residents. The park offers paved walking trails, basketball courts, a baseball/softball field, picnic tables, playground equipment, a pond that is utilized for ice skating in the winter, and a bridge across the river. The City and CBPU will be investing \$600,000 in FY 2024-25 to make significant improvements to the park to address lighting concerns, increasing the parking, a new soccer field, and additional trails.



Linear Park



Classification:

Community Park

Size: 12.2 Acres

Location: 4th Ward

Description:

Linear Park is located along the Sauk River and connects Rotary/South Lake Park to both Jaycee and Reiths Park. Currently there is a paved walking trail. There was a bicycle pump track but the City is evaluating whether to expand upon this or look to construct something else that will benefit the public.





South Lake Park



Classification:

Community Park

Size: 31.7 Acres

Location: 4th Ward

Description:

South Lake Park is currently an undeveloped piece of property that is located along the Sauk River with waterfront access to South Lake. The City intends to develop a nature trail and possibly an additional disc golf course on the land through one of the later phases of the Rotary Park Project.



Four Corners Park



Classification:

Neighborhood Park

Size: 1.2 Acres

Location: 1st & 4th Wards

Description:

Four Corner Park is located at the center of the City and public greenspace is found on each corner of the US-12/Marshall Street intersection. This park has seen an enormous amount of development in recent years. The NW corner has recently had an outdoor fireplace installed, the NE corner has been developed into a Veterans Memorial, the SE corner abuts to the Branch County District Library with statues and sculptures in place or being planned, and the SW corner is open greenspace for festival activities such as music, craft/food vendors, etc.



Jaycee Park



Classification:

Neighborhood Park

Size: 5.6 Acres

Location: 4th Ward

Description:

Jaycee Park has a paved walking trail along the Sauk River and connects to Rotary/South Lake Park via Linear Park. Directly across from Jaycee Park is Reiths Park, an undeveloped, wooded area. Jaycee Park also offers soccer fields and basketball courts. A new housing development will be constructed directly north of the park and the City anticipates this development increasing the park's usage in the near future.



Jefferson Park



Classification:

Neighborhood Park

Size: 4.0 Acres

Location: 2nd Ward

Description:

Jefferson Park is located directly north of Jefferson Elementary School. Currently, the park is underutilized due to the school's playground and baseball fields. The City is currently investigating options to improve the park's usage by evaluating needs in order to redevelop the park for the future.



Parkhurst Park



Classification:

Neighborhood Park

Size: 14.1 Acres

Location: 3rd Ward

Description:

Parkhurst Park is located between Coldwater High School and Larsen Elementary. This park is extremely popular among our residents. The park's main feature is a wood-built castle structure that was made possible by fundraising and volunteering by the public in the 1990's. The park also offers tennis/pickleball courts, open play area, paved trails, basketball courts, picnic area, shuffleboards, and pavilions.



Pilot Knob Park



Classification:

Neighborhood Park

Size: 1.0 Acre

Location: 4th Ward

Description:

Pilot Knob Park is located on the channel between South Lake and Cemetery Lake. The park offers a pavilion, open play area, playground equipment, and a waterfront boat dock.



Reith Park



Classification:

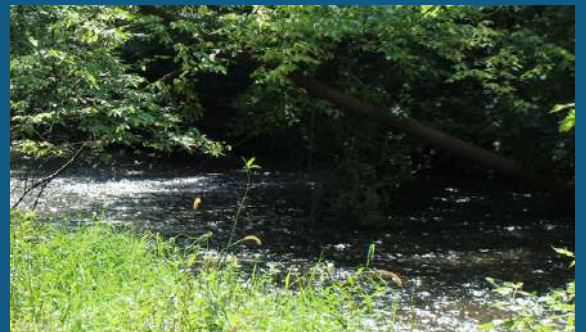
Neighborhood Park

Size: 14.0 Acres

Location: 4th Ward

Description:

Reiths Park is an undeveloped, wooded area along the Sauk River and directly across from Jaycee Park. As of now, there are no amenities the property is not used. The City is currently investigating how the land can best be used by the public. Ideas include: a disc golf course, nature trails, mountain bike trails, a kayak/canoe landing, etc.



City Park



Classification:

Mini Park

Size: 0.8 Acre

Location: 4th Ward

Description

City Park is a small greenspace located at the point where Grand Street and Hanchett Street meet. Currently, it only provides open play space and large, oak trees for shade. This park would be an excellent location for features that could improve the aesthetics of the community. Because the park essentially welcomes people to the downtown area as you're heading south, a fountain, statue, or sculpture would be ideal for the "point" of the park. Picnic tables, benches, and other attributes that promote a sense of place should also be incorporated.



East Pointe Park



Classification:

Mini Park

Size: 0.5 Acre

Location: 2nd Ward

Description:

East Pointe Park is located just south of State Street within a small subdivision. For a mini park, this offers a significant amount of amenities (pavilion, playground equipment, picnic tables, rubber mulch surface). Unfortunately, many people are unaware of the park's location so promoting the park will be critical. The park should also see a replacement of the rubber mulch that has been used in the playground area.



Optimist Park



Classification:

Mini Park

Size: 0.8 Acre

Location: 2nd Ward

Description:

Optimist Park is located adjacent to Pansophia Charter Academy. The school and City have recently been working to determine a plan for redeveloping the park. Both entities intend to financially support the project and aim to engage the public for development input and fundraising efforts. Some ideas include, pickleball court, futsal court, new playground equipment, and a pavilion. Additional tree canopy coverage is also needed for this park.





Accessibility

Creating a park system that is safe, accessible and usable to all individuals, including those with disabilities, is essential. A grading system has been developed by the Michigan Department of Natural Resources (DNR) to easily identify those parks and facilities which are most and least accessible and usable, based on the ADA guidelines. The accessibility grading system uses a five point system ranging from one (none of the facilities/park areas meet accessibility guidelines), to five (the entire park was developed/renovated using the principals of universal design). The definitions for each accessibility grade can be found in Appendix D.

An Americans with Disabilities Act (ADA) compliance assessment of Coldwater parks was conducted during the fall of 2023 (see figure 7 on previous page for grading of each park). The assessment consisted of a visual inspection of each park in regards to access and circulation in relation to the park facilities. As noted in the inventory listing chart on the previous page, some of the parks do not meet all criteria for ADA accessibility. The City of Coldwater is dedicated to continuing its efforts towards improving ADA accessibility, with a goal for universal accessibility, at each of its parks when improvements are made. This includes accessible parking, paths, restrooms, activity areas, amenities and signage





Comparison to Standards

General parks and recreation industry standards suggest a minimum of 5 to 10 acres of park land per 1,000 citizens. With a 2021 population of 13,764, the recommended park acreage for Coldwater ranges from 69 to 137 acres. Coldwater has 189 acres of parkland. Broadly speaking, this indicates the City has more than enough park land for its citizens.

Breaking this figure down into different park types, a park system should be comprised of core Close-To-Home Space that includes community parks, neighborhood parks, and mini parks. The core system should provide a total of 6.25 to 10.5 acres of developed open space per 1,000 population. Large parks in the City that attract people throughout Branch County fall outside the core system of Close-To-Home Space. These parks are organized under Regional Space and include three City parks. A regional recreation system should provide 15 to 20 acres of developed or undeveloped open space per 1,000 population.

Based on the adjusted 2021 Census population of 13,764 and 94 acres of developed Close-to-Home Space, Coldwater is providing close to 7 acres of developed open space per 1,000 residents. The recommended minimum is 6.25 acres. When considering Regional Space, Coldwater has 10 acres per 1,000 residents. The minimum recommendation is 15 acres. This is a deficit of 5 acres per 1,000 residents.





Figure 8: Proximity to Parks Map

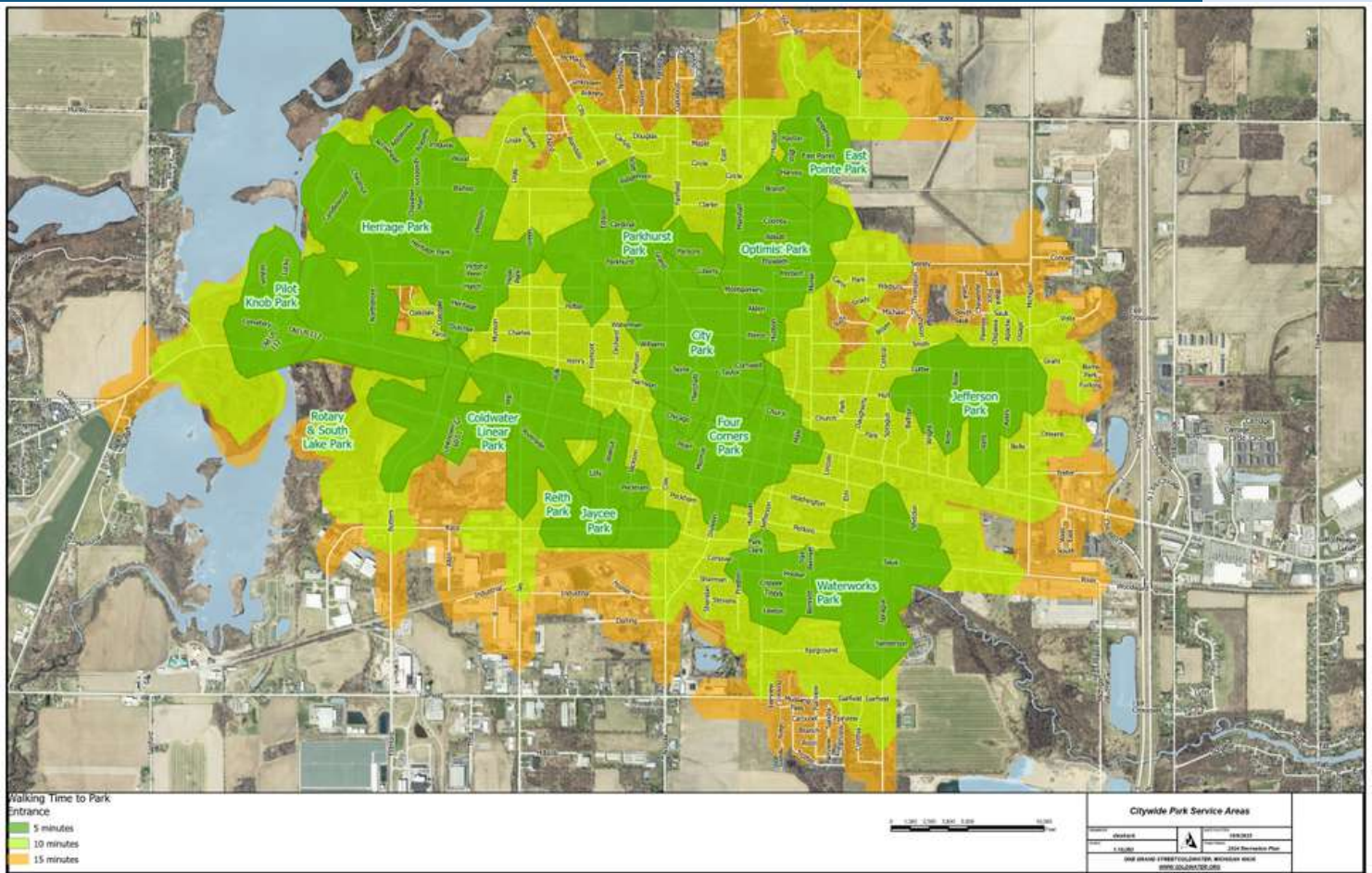
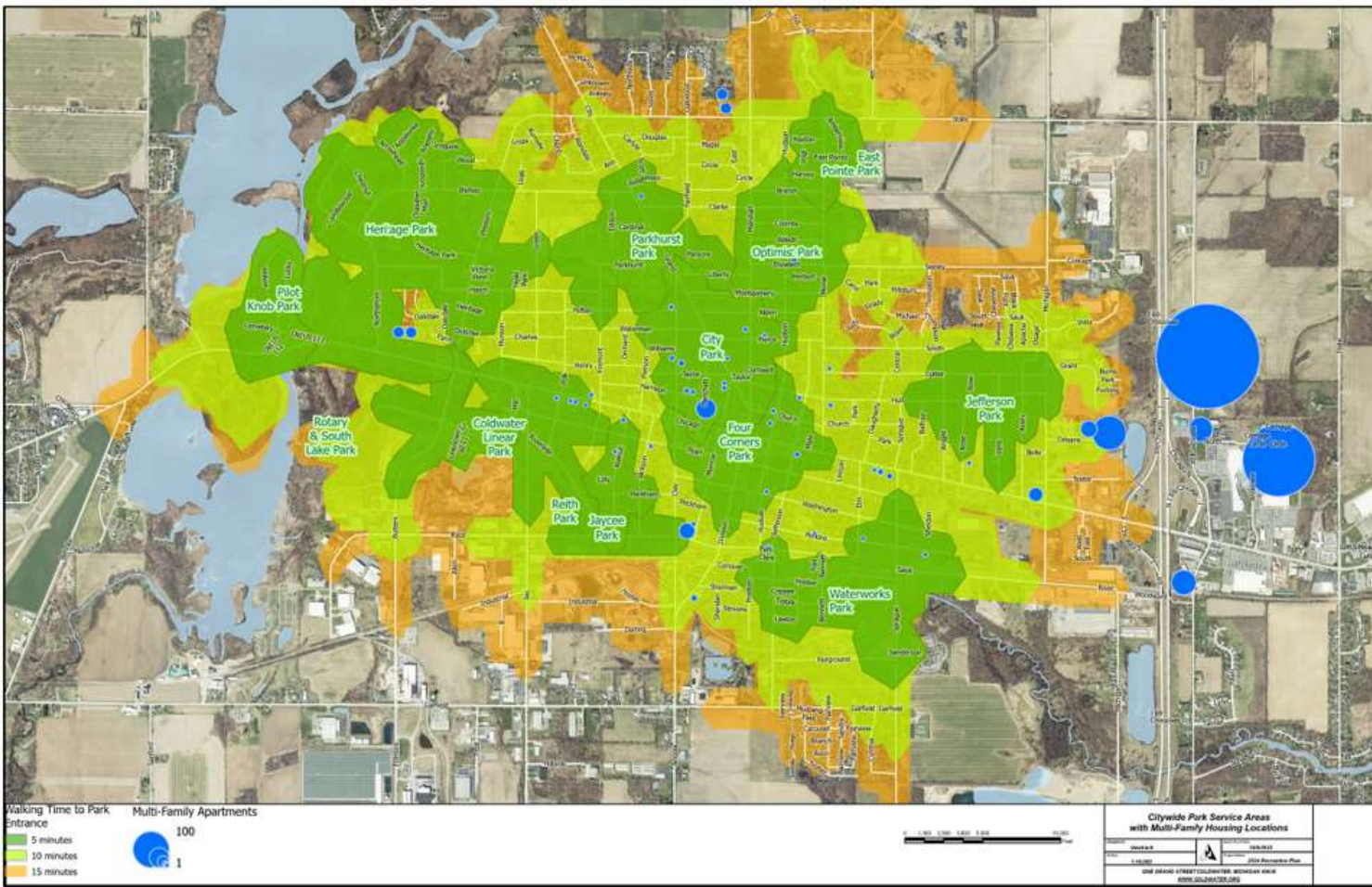




Figure 9: Proximity/Development Spatial Data Map





Natural Resources Inventory

When studying parks and recreation resources in a community, it can be worthwhile to examine significant natural resources that may be in need of conservation or protection. In Coldwater, the most significant natural resources would most likely be considered to be the water bodies, the woodlands, and the wetlands. A map showing waterways, woodlands and wetlands is shown on the following page.

The water bodies in Coldwater are Cemetery Lake, South Lake, and the Sauk River. They provide important riparian habitat for waterfowl, amphibians, fish, freshwater invertebrates, insects, and some mammals.

The wetlands in Coldwater are generally adjacent to the water bodies. Significant stands of woodlands are also near those water bodies and they are scattered around the city in other mid-sized tracts as well





Figure 10: Natural Resources Map

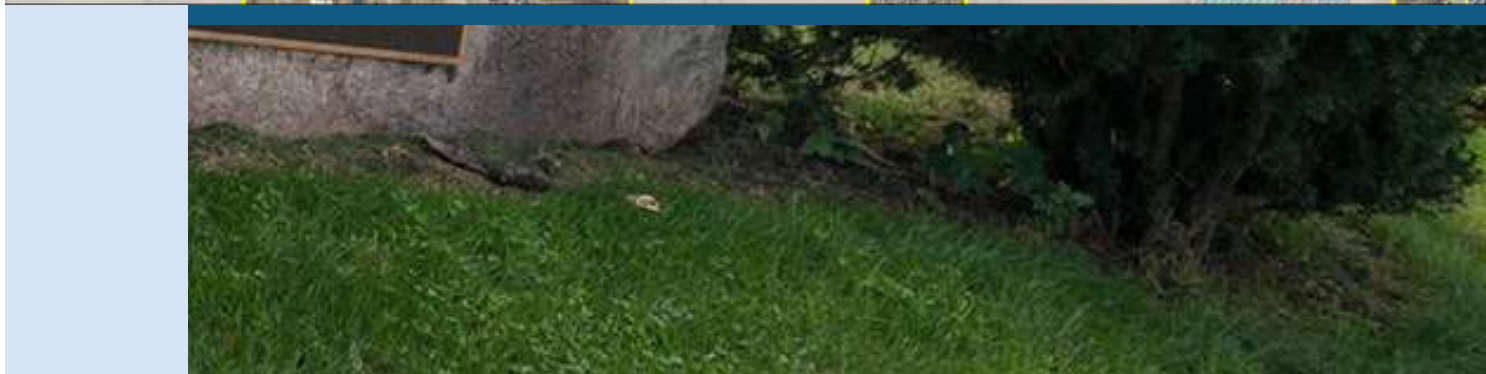
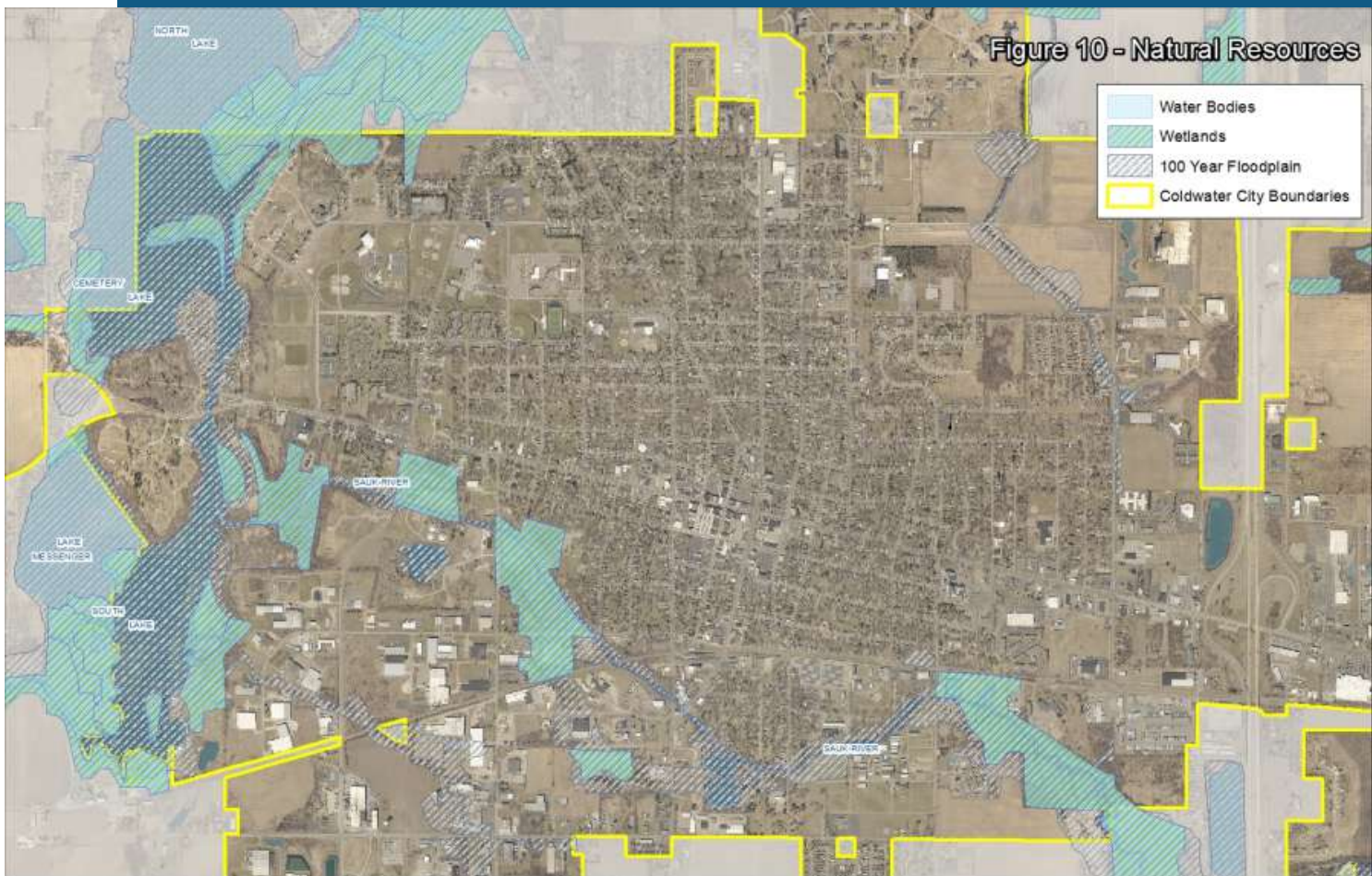
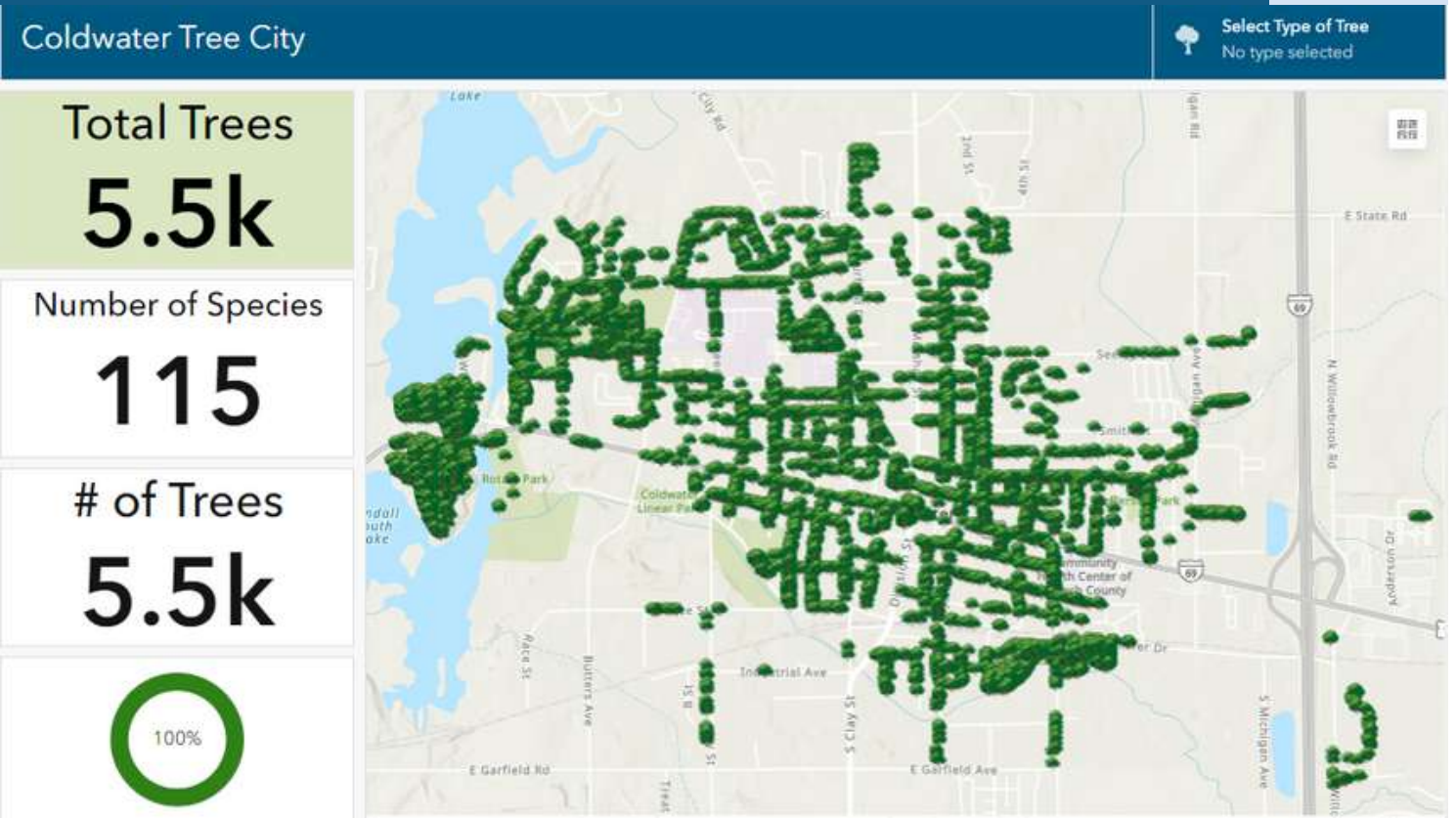




Figure 11: Tree Canopy Map



Recreational & Community Enrichment Programming

The City of Coldwater offers many different types of adult and youth recreation programs for area residents. These are separated in the categories below.



SPECIAL EVENTS

- Apple Festival
- Strawberry Festival
- Winter Festival
- Bass Fishing Tournament
- Kids Fishing Day
- Haunted Forest
- Daddy/Daughter Dance
- Mom/Son Night
- Inflatable Days
- Entertainment Under the Stars



YOUTH

- Basketball
- Soccer
- Flag Football
- Volleyball
- Golf
- Floor Hockey
- Tennis
- Baseball/Softball
- Disc Golf
- Archery
- Pickleball
- Yoga



ADULT

- Basketball
- Softball
- Volleyball
- Ping Pong
- Soccer
- Pickleball & Tennis
- Senior Walk Club
- Yoga
- Disc Golf

MAJOR FESTIVALS



Winterfest (Winter Fest)

Winterfest is a festival that focuses on spending time with friends and family and enjoying everything that the season has to offer. In 2023, this event was moved from Downtown Coldwater to Heritage Park. This was to expand the activities offered and improve the event logistics. The data to the right is from 2023. 75 Facebook event responses as of 12/07/2023.

Previous Activities Offered:

Cardboard Sled Races, Sled Dogs, Wood Carvers, etc.

of Post-Event Survey Resp.

48

Main Feedback in 2023

- Liked the new location (warm, more attendees)

of Corporate Sponsors

8

Strawberry Fest & Craft Show

Strawberry Fest is a summer event that takes place in Downtown Coldwater, but was relocated to one side of U.S. 12, two side streets and a parking lot. The event celebrates strawberries and gathering together. The data to the right is from 2023. 5,000 Facebook event responses as of 12/07/2023.

Previous Activities Offered:

Coloring Wall, Scavenger Hunt, Bounce Houses, etc.

of Post-Event Survey Resp.

127

Main Feedback in 2023

- Liked the new location (safe & accessible)
- Like the variety of vendors & activities

of Vendors at the Festival

202

Apple Fest & Craft Show

Apple Fest is a fall event that takes place in Downtown Coldwater. The event brings fall activities to the city and recognizes Apple growers. The data to the right is from 2023. 6,100 Facebook event responses as of 12/07/2023.

Previous Activities Offered:

Pie Eating Contest, Coloring Wall, Kids Activities, etc.

of Vendors at the Festival

210

New Activities in 2023

- Service-Club Pie Eating Contest
- Coloring Wall
- Event Photo Booth



2023 FESTIVAL
FACEBOOK
EVENT
RESPONSES:

11,175
as of 12/07/2023

COMMUNITY INPUT

Overview & Methodology

To comply with the Michigan Department of Natural Resources' Guidelines for the Development of Community Park, Recreation OpenSpace and Greenway Plans, the City of Coldwater offered two types of public input opportunities, which included the 30-day period for review and comment on the draft plan. A compilation of all of the input received is contained in this "Community Input" section. A summary of the input and feedback received from the online survey is described on the following pages. At the outset of the public input initiative, a news flash advertising the online input survey was posted on the City's website and picked up by the local newspaper, as well as posts on the City's Facebook page and an e-mail blast to interested recreation stakeholders. City of Coldwater Staff also attended public events with tablet computers to seek survey respondents directly.

Public Input Survey

A survey was made available from July 26, 2023 - October 1, 2023. It was publicized as described above and made available across City of Coldwater social media platforms, at www.Coldwater.org, and as a printed copy at the Henry L. Brown Municipal Building and the Dr. Robert W. Browne Recreation Center. A total of 249 responses were received, with 2.14% being 18-24, 13.65% being 25-34, 30.74% being 35-44, 19.26% being 45-54, 33.61% being 55+, and 2.01% choosing not to indicate their age. Results of the survey can be found on the following pages, with open-ended question responses in Appendix A.



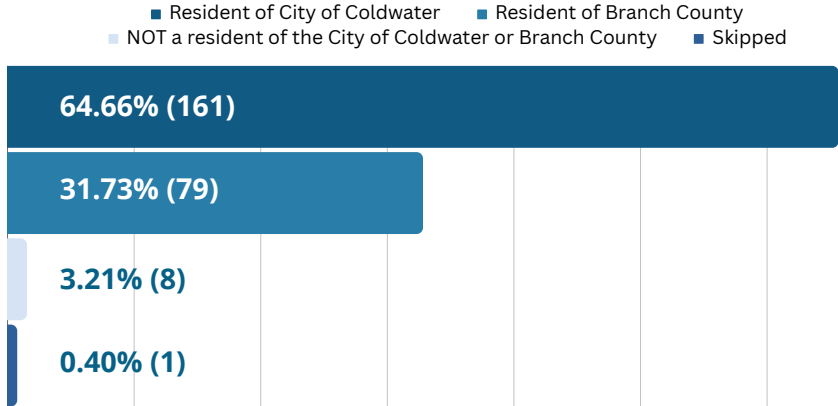


Number of Responses:

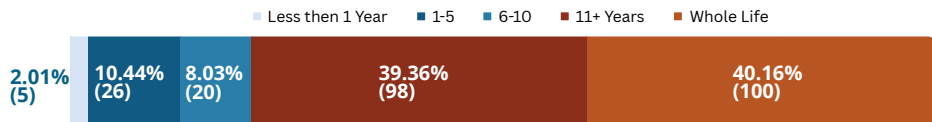
244
Digital Responses

5
Print Responses

Types of Respondents:



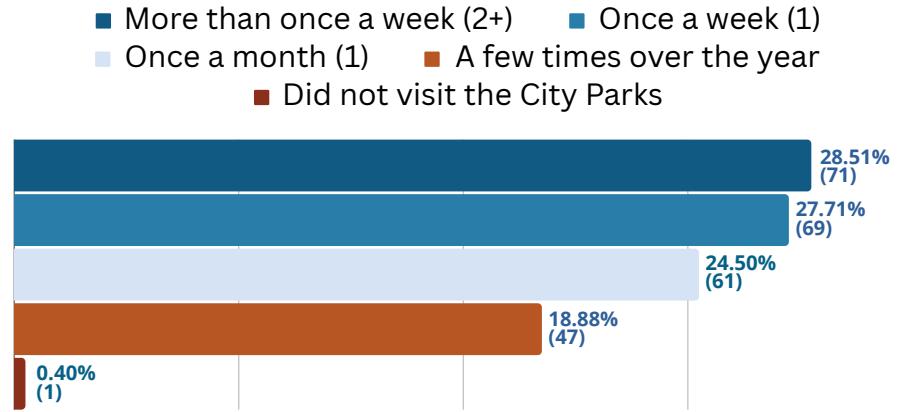
Length of Time Been Visiting Coldwater Parks For:



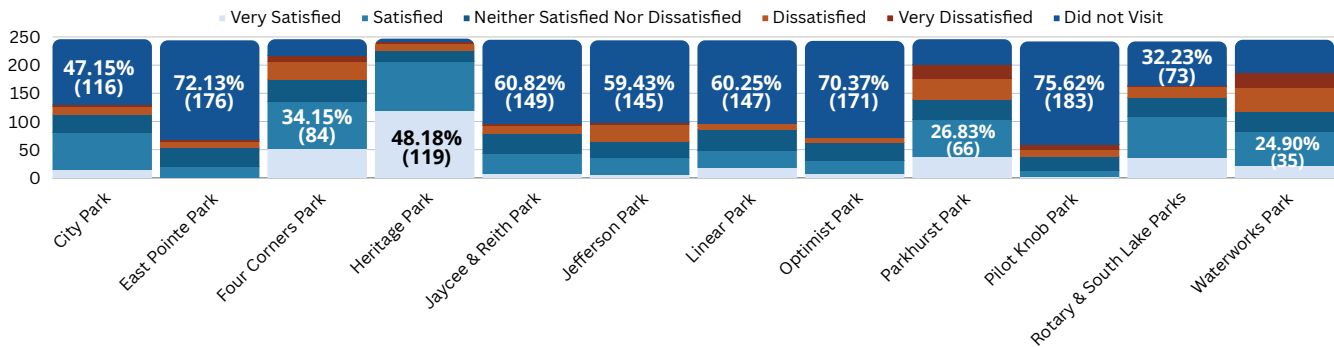
How important do you feel that parks and recreation facilities are to the quality of your life?

8 on a scale of 1 to 10
**10 being the most important*

How Often Did You Visit City Parks?

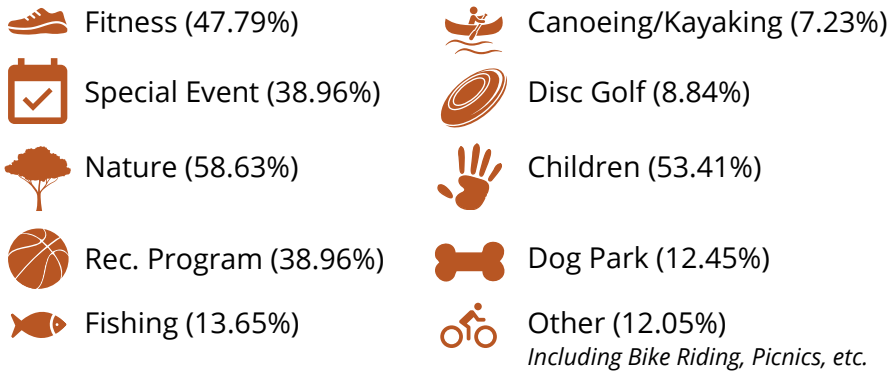


How Satisfied Are You With The Following City Parks?

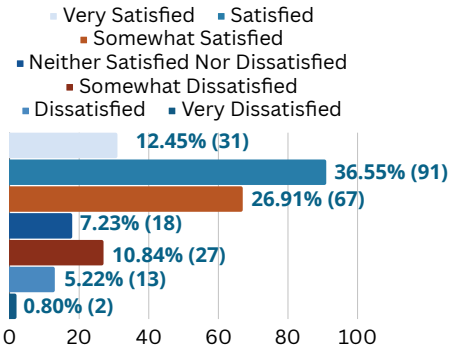




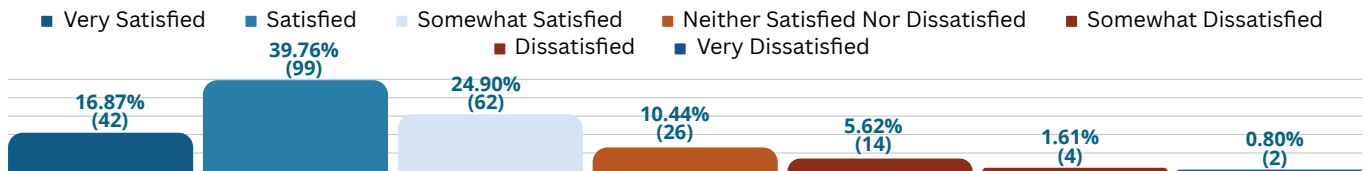
Why Did You Visit The Parks? *0.40% skipped (1)*



Satisfaction with current maintenance of public parks and recreation facilities:

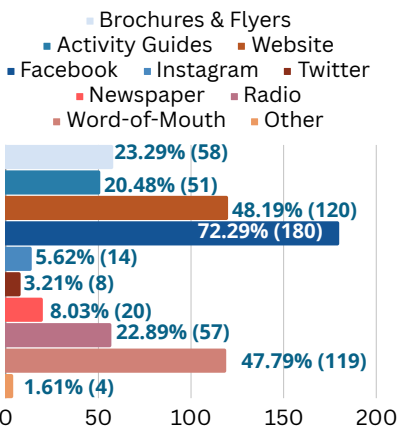


Satisfaction with the improvements made to Parks & Rec since the last master plan:



How do you stay up-to-date on recreation programs & activities?

1.61% skipped (4)



Rank how important the following are to you:

1 being the most important, 12 being the least important | Averages shown

1	Expanding Trail System	7	Areas for Wildlife Viewing
2	Updating Existing Parks	8	Improving or Adding Baseball/Softball Courts
3	Improving or adding Outdoor Gathering Spaces	9	Improving or Adding Tennis/Pickleball Courts
4	Upgrading Supporting Facilities for Existing Recreational Areas	10	Improving or Adding Basketball Courts
5	Outdoor Fitness Stations	11	Improving or Adding Soccer Facilities
6	Developing Bike Routes	12	Access to Waterways

Rank how important the following features are to you when visiting a park or open space. 1 being the most important, 10 being the least important | Averages shown

1	Playgrounds	3	Bathrooms	5	Sports Courts	7	Waterfront Access	9	Outdoor Fitness Areas
2	Walking Trails	4	Splash Park	6	Green Spaces	8	Biking Trails	10	Covered/Indoor Sports Facilities



The Final Analysis: Take-Away Ideas from Community Input

An online input survey is a great opportunity for the community to engage the recreation planning process. In Coldwater, 249 people offered a range of excellent ideas and suggestions on how to move forward with parks and recreation in the City. With this data, we have been able to distill the preponderance of that information into something a little more digestible, easier to understand. While the following summation is by no means meant to convey the entirety of the online input survey results, it provides some helpful take-aways to summarize the ideas provided by the respondents:

- Heritage, Waterworks, Parkhurst, and Rotary are the most popular parks in the City.
- General aspects of parks are viewed quite favorably.
- Respondents tend to want more trails and interaction with nature, clean and secure parks, and launches/access to the river and chain of lakes.



GOALS & OBJECTIVES

Introduction

Developing goals and objectives is an important part of the parks and recreation planning process. The overall goal of the Recreation Board is to provide recreation opportunities for the Coldwater community. More specific goals are based on the demographic characteristics of the population served, the physical and environmental characteristics of the area, and the input of the community.

Goals are the broadest level. They are over-reaching and general. Objectives carry out the purpose of the goal. An action program is the last level, as it identifies specific projects and programs to be pursued over the next five years.

The action program can include organizational, staffing, programming, public information, and operation and maintenance actions. City of Coldwater Staff formulated the following goals and objectives based upon the characteristics of the overall community, the input received through the online survey, comments received throughout public meetings, and other factors such as sports participation trends.

You can see a list of completed projects from the 2019-2024 Recreation Plan in Appendix D.



GOAL A: Provide quality leisure time activities with special consideration given to activities improving health and fitness.



The recreation facilities of the City of Coldwater provide excellent opportunities for year-round programmed and informal activities. There are public lands within a quarter mile of most residents which are able to provide informal leisure time opportunities, and the Heritage Recreation Area contains a variety of free amenities, as well as vacant land upon which future amenities may be added. The Dr. Robert W. Browne Recreation Center and Dr. Robert W. Browne Aquatic Center provide excellent opportunities for programmatic and drop-in activities year-round.

Partnerships with schools, other government entities, and various recreational groups are key strategies to further enhance and diversify what is available.

Objectives:

- Provide both passive and active programming for a variety of ages and abilities of the population.
- Continue to work with existing recreation partners in the community to provide programs, leagues, and special events. Explore options for new and expanded partnerships to provide additional recreational opportunities.
- Assess, maintain, and improve the amenities throughout all of the City's large and small parks.



GOAL B: Provide safe broad community-based recreation opportunities that improve the overall quality-of-life for all Coldwater residents and guests.



Provide safe broad community-based recreation opportunities that improve the overall quality-of-life for all Coldwater residents. Respondents to the survey made clear suggestions on what needs to be added and improved in Coldwater's park system. Needs and desires included increased access to water resources, clearing the Sauk River for waterway navigation, restroom maintenance, more walking/bicycling trails, more increasing shade cover, and expanding parking, to name a few. Funding and maintenance of these additional amenities should be considered by City officials annually during capital improvement planning. In conjunction with budget allocations, seeking grants and consideration of innovative funding strategies will be critical to the success of building new recreational amenities in the City.

City assesses its inventory of facilities and its needs, it is important to compare the input and interactions between staff and the public with available information on the demographics of the City and Branch County to ensure that decisions are based upon as complete a picture of the community as possible.

Objectives:

- Provide a broad range of recreational opportunities to Coldwater's citizens that can be enjoyed by all, irrespective of age, ability, and income
- Ensure that amenities are provided in community, neighborhood, and mini-parks throughout the City
- Explore options for development of additional indoor facilities at the Dr. Robert W. Browne Recreation Center that can be economically successful and equitably financed
- Continue to add/upgrade amenities to Coldwater park facilities based upon community input and need
- Provide recreational opportunities for people with disabilities



GOAL C: Provide non-motorized facilities for recreational and transportation use.



Non-motorized pathways and sidewalks extend for almost five miles through the City of Coldwater connecting residential neighborhoods with commercial districts and City parks. A comprehensive network of sidewalks, trails, and bicycle lanes provide many benefits to citizens including recreation, basic and low-cost transportation, builds a sense of place, and provides connection to both the built and natural environments, among others.

When surveyed on which amenities they have use, 47.79% of respondents had visited the parks for fitness, and 58.63% had visited the park for nature. Furthermore, average ranking data indicated that expanding the walking trails was the most important project to citizens, and walking trails were the second most important feature. The following objectives are intended to promote non-motorized recreation and transportation throughout the City and to build a culture of safety and respect.

Objectives:

- Increase the amount of trails within the City
- Where possible, increase connectivity between parks, schools, downtown, and other destinations throughout the City via pathways, sidewalks, and bicycle lanes
- Work with other municipalities and government agencies to develop a trail system that connects to the North Country Trail, Iron Belle Trail, and other regional trail systems
- Increase the amount of designated bicycle lanes throughout local streets
- Install bicycle racks at destinations
- Continue developing trails (pedestrian/bicycle and waterway) along the Sauk River



GOAL D: Develop Water Recreation Opportunities



Many of the comments received from the online survey support increased opportunities for access to the lakes and rivers in Coldwater. These are unique resources that offer additional opportunities for active and passive recreation. Furthermore, results from the survey also indicate a strong desire for additional nature and outdoor-related programming.

Coldwater has an abundance of waterbody resources. These include Cemetery Lake, South Lake, and the Sauk River. The waterbodies located within the City also connect to a chain of lakes that span through the City of Coldwater, Coldwater Township, and Girard Township. Over the past few years, the City has placed an emphasis on developing and expanding the public access to these water resources to provide our citizens with more recreational opportunities.

Objectives:

- Enhance existing and develop new public observation, fishing, and lake access opportunities in the City of Coldwater
- Provide infrastructure for kayak and canoe usage within the City's waterways including access points and storage facilities, as well as regular removal of debris
- Continue to develop and maintain a waterway trail along the Sauk River
- Continue the planned development at Rotary Park to increase access to Coldwater's water resources
- Develop opportunities, alone or in partnership with other agencies, to educate citizens about the area's natural resources



GOAL E: Acquire and retain public land for future generations.



Coldwater is proud of its parks and recreational facilities and realizes they contribute to the quality of life of its residents. When access to natural areas is enhanced, these areas are a draw for residents and visitors, contributing to the larger economic development picture in Coldwater. Additional land may need to be acquired to add specific facilities or to preserve natural features.

As demonstrated in Figure 9 of the Recreation Inventory, a significant amount of development has been underway on the eastern side of the City. Because of this, the City hopes to obtain land that can be preserved and developed for parks, recreation, and public greenspace.

Objectives:

- Retain existing parkland and acquire new public lands to meet the recreational needs of the community as opportunities arise
- Preserve and protect open space and other important natural features in Coldwater
- Consider converting undeveloped land into public greenspace
- Place an emphasis on land acquisition throughout the eastern side of the City as increasing development continues to occur



GOAL F: Create community awareness of Coldwater's recreational opportunities and promote them to citizens and visitors.



During the survey period, Staff frequently received comments indicating that members of the public were not aware of all of the City's facilities and amenities. This is particularly true of the Neighborhood and Mini Parks, which tend to serve the residents within their respective immediate areas. By promoting awareness of all of the City's recreation facilities, some residents may become aware of nearby amenities, or may visit a park in a different neighborhood than their own. These Neighborhood and Mini Parks may make ideal locations for specific amenities which could draw visitors from across the City, as well.

Objectives:

- Continue to actively market the City's parks programs and amenities
- Partner with other local units of government and other recreation providers in Branch County to further promote Coldwater's recreational opportunities and activities
- Work with local arts and culture organizations to provide unique programming opportunities at the City's recreational sites and other venues
- Continue to seek input from residents as to the effectiveness of facility development and programming



GOAL G: Preserve/Promote/Protect an accessible and inclusive environment throughout Coldwater's Parks & Recreational opportunities



The City Staff and members of the various boards that have contributed to the development of this plan understand that providing recreational opportunities for its residents and guests plays a vital role in the promoting health & wellness (both physical and mental health), improves overall quality of life, contributes to the community identity, provides safe gathering spaces, creates social equality, and conserves the areas natural habitat, among many others.

The City aims to preserve, promote, and protect its recreational environment and programming as a place for people of all ages and ability, regardless of any challenges pertaining to structural, social, and economic barriers. Residents of the City tend to be slightly younger than those in Branch County, with an average age of 40.1 within the City and 41.2 in the same age range (2021 Census American Community Survey). The same data provides additional demographic insight regarding the importance of access to varied recreation opportunities: 15.1% of City residents speak a language other than English at home; median household income for City residents is \$45,021 with poverty rate of 15.0%, compared to \$56,077 and 12.5% respective statistics in Branch County. With these numbers in mind, consideration should be made to the variety of programming, as well as efforts to reduce costs to the citizens and provide casual and drop-in options near to residential neighborhoods.

Objectives:

- Continue to assess and evaluate the City's recreational equipment and facilities for improved accessibility for people of all ages and abilities
- Place an emphasis on "Universal Design" features for new projects and additions
- Enhance the City's ability to effectively communicate with citizens by placing a priority on expanding the language options throughout signs intended for wayfinding, rules/guidelines, safety concerns, etc.
- Continue program development for special needs populations, partnering with local and regional recreational providers, where feasible
- Ensure that improvements and upgrades to park facilities are handicapped- accessible



ACTION PROGRAM

Overview

With goals and objectives in place, City of Coldwater Staff developed a five-year action program that will enable it to move toward accomplishing the goals and objectives. The action program details the direction the Recreation Department wishes to take over the next five years in order to maintain and improve the quality and diversity of its park and recreation opportunities.

Potential projects are shown on the following page. Each action item on the project list relates to one or more of the lettered goals from the Goals and Objectives section of this plan. The potential capital improvements that are described on the following page have been established to provide a framework for decision makers, and to enable Coldwater to apply for grant funding for the proposed projects.

The project list is not a fixed element nor is it exhaustive. The project list reflects the results of the input received from City Staff and the online survey. Future circumstances, particularly the availability of funding; the emergence of project champions; and the ability to acquire public lands may influence the order in which the projects are completed.





Financing Potential Improvements

Funding for parks and recreation capital improvements can come from a range of local, state, and federal programs. Grant funding is available for parks and recreation projects. However, applicants need to target potential funding agencies and programs very carefully so as to meet the specific criteria required. Appendix B contains a current listing of programs and agencies that can provide funding for parks and recreation projects.

Coldwater Recreation Action Plan: Projects

Action Item	Relates to Goal	Justification
Continue expansion of the Rotary Park	A, B, C, D, F, G	Online survey, improves access and functionality
Work with MDOT to construct a pedestrian underpass for US-12 bridge	A, B, C, D, G	Online survey, improves access and functionality, staff input
Provide art (sculptures, statues, murals) throughout parks	B, F, G	Online survey, staff input
Increase lighting within parks and throughout trails	A, B, F, G	Online survey, staff input
Acquire additional land for recreation as availability arises	A, B, D, E, F	Online survey, staff input
Construct a new, universally designed playground at Heritage Recreation Area	B, F, G	Online survey, staff input
Increase tree canopy coverage at all parks	A, B	Online survey, staff input
Establish and construct watercraft launches along Sauk River	A, B, C, D, F, G	Online survey, improves access and functionality, staff input
Include multi-lingual signage throughout all parks	A, B, F, G	Staff input
Expand trail network and create more bike lanes on local streets to improve connectivity	A, B, C, E	Online survey, improves access and functionality, staff input
Construct a paved trail that connects the City to the Village of Quincy, Iron-Belle Trail, and North Country Trail	A, B, C	Online survey, improves access and functionality, staff input
Continually replace park amenities on an as-needed basis for playground equipment, accessibility improvements, and the addition of park amenities	B	Online survey, staff input

Continue Expansion of Rotary Park



The Rotary Park Expansion Project will be constructed in three (3) phases and aims to increase public access to the community's water resources, expand upon the trail system, begin to develop the nearly 32 acres located at South Lake Park. The project is planned to include a new boat launch, a boat dock, marsh boardwalk, multiple pavilions, increased parking, paved/universal accessible trails, observation deck, a disc golf course, a fishing pier, and nature trails.

Construct Pedestrian Underpass for US-12 Bridge



Currently, connecting from Heritage Recreation Area to Rotary Park is significantly challenging due to the high traffic volume.

The City will work with the Michigan Department of Transportation (MDOT) to construct a pedestrian bypass located under US-12 in an effort to further enhance the connectivity of the City's trail network system.

Increase the Amount of Art, Sculptures, and Statues Within City Parks



The City aims to increase the amount of art that is available to the public in the form of sculptures, statues, and murals for the purpose of enhancing the beauty of the City's greenspaces along with creating a sense of place through cultural enrichment.

Some areas of focus include: Four Corners Park, City Park, Rotary Park, Waterworks Park, Optimist Park, and Linear Park.

Increase Lighting Within Parks and Throughout Trails



The survey results demonstrated a desire among our residents for an increase in lighting throughout the City's park and trail system.

Currently, the City of Coldwater and the Coldwater Board of Public Utilities plan to significantly increase the lighting at Waterworks Park through a combined financial effort in FY2024-25.

The City will continue to determine and provide lighting where it is most needed throughout the other parks.

Acquire Additional Land for Recreation



The City intends to retain the land it currently owns while also aiming to acquire additional land that could be of recreational benefit to the public as the opportunity arises. There is significant development on the eastern side of the City as demonstrated by Figure 9, so an emphasis on obtaining land for public greenspace will be a cornerstone objective moving forward.

Construct New Playground with Universal Design Features



The City aims to construct a large-scale universally designed playground to compliment the other park features located within the Heritage Recreation Area. The preferred location would be between the splash pad that was recently constructed and the skate park.

Increase Tree Canopy Coverage At All Parks



An emphasis on tree-planting and increasing the amount of shade was found often among survey results gathered from the public.

The City will continue its efforts to expand its tree canopy coverage and place an emphasis on evaluating and addressing areas of need; particularly along trails and areas where coverage is currently lacking.

Establish and Construct Watercraft Launches Along the Sauk River



The City has begun clearing areas along the Sauk River with the goal to provide a waterway system that connects to the chain of lakes that spans much of Branch County. The City hopes to establish watercraft launches along the river to increase public access to water recreation. This will require the cooperation of many private land-owners along the river. Feedback from the public survey results indicate that our residents place a priority on expanding access to the area's water resources.

Incorporate Multi-Lingual Signage Throughout All Parks



The Coldwater community has an abundance of diversity with residents from various racial, ethnic, and cultural backgrounds. The City aims to incorporate multi-lingual signage throughout all of its parks in an effort to improve inclusivity and accessibility for all of its residents and guests.

Construct New Playground with Universal Design Features



The City intends to expand upon its non-motorized trail system and improve connectivity throughout the entire community. Increasing the amount of trails in the City's parks and continuing to establish marked bicycle lanes on local streets will ensure safe routes for our residents and provide an opportunity for better health and wellness.

Construct Trail to Village of Quincy, Iron-Belle Trail, and North Country Trail



Currently, all major trail systems circumvent the City of Coldwater. The City will aim to work with other government bodies to acquire land and construct a non-motorized trail that connects to other regional trail systems. The first phase will be to establish a route that connects the City of Coldwater with the Village of Quincy. Later phases should target connecting to both the Iron-Belle Trail and the North Country Trail.

Continually Replace Park Amenities As Needed



The City will continue to routinely evaluate the park inventory and amenities in order to repair and replace all necessary items as needed. When replacing antiquated equipment, the City intends to ensure that all new features are ADA compliant and have a universal design when applicable.

PLANNING PROCESS

In an effort to provide quality recreational opportunities for its citizens, Coldwater has developed this recreation plan as a tool to guide the development of park and recreational facilities over the next five years. This plan represents its ongoing commitment by the City to establish recreational goals and objectives for the community. The plan will also provide Coldwater eligibility for grants from the Department of Natural Resources to assist the City in reaching its recreational goals.

The City of Coldwater Staff created this plan throughout 2023. The first meeting was held in April 2023. The plan was reviewed by the Recreation Board at their meeting on November 7, 2023. The plan was reviewed by the Planning Commission at their December 2023 and January 2024 meeting and a Public Hearing was held on January 22, 2024.

Data was collected about the City of Coldwater, including demographics and an inventory of the facilities within the 14 parks owned and operated by the City. This data was gathered from a number of resources including City staff, the 2019 Coldwater Recreation Plan, the Recreation Board, research of aerial images, and through field visits. This information helped determine where the City of Coldwater was in terms of providing recreational facilities in comparison to recommended standards.

Two opportunities for input and participation were provided during the development of this plan, the results of which were described in an earlier section of this plan. Based upon the existing information and the public input, City staff developed goals for parks and recreation in the City of Coldwater.

Staff completed a draft Recreation Plan which was subsequently available for review at the Henry L. Brown Municipal Building, and on the City's website. The 30-day Notice of Review was published in the Daily Reporter on December 20, 2023. Both the City's Planning Commission and Recreation Board voted to recommend the City Council to adopt the plan. The final opportunity for community input occurred at the advertised Public Hearing prior to adoption of the plan, which was held on January 22, 2024. The City of Coldwater approved a resolution to adopt the recreation plan at the City Council meeting on January 22, 2024. Copies of the Recreation Plan were transmitted to Branch County, the Southcentral Michigan Planning Council, and the Michigan Department of Natural Resources in January 2024. Copies of the notification advertisements, the public hearing minutes, the resolution, and the transmittal letters are included in Appendix C.

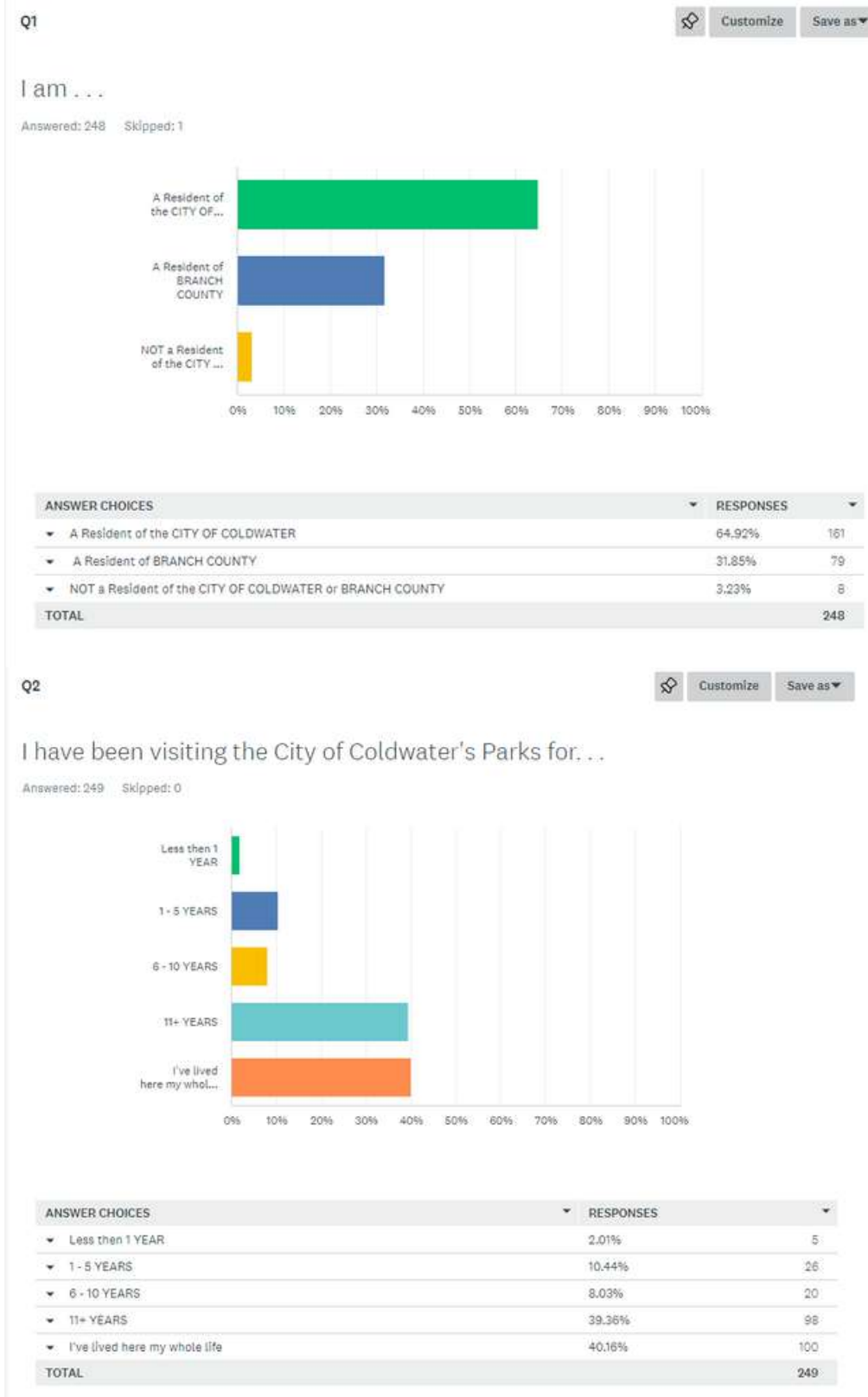


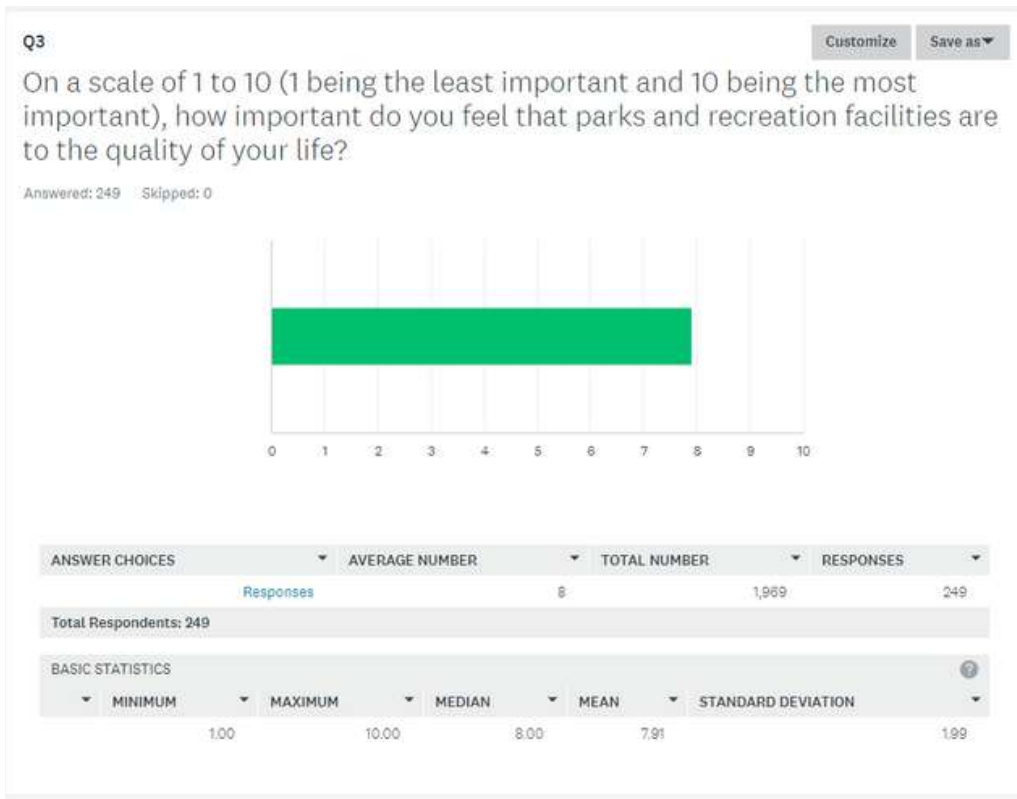
Planning Timeline

- Apr. 2023** **11** First Rec. Plan Meeting w/City Staff
- Jul. 2023** **26** Rec. Plan Opens
- Oct. 2023** **1** Rec. Plan Closes
- Nov. 2023** **7** Recreation Board Reviewed Plan
- Dec. 2023** **4** Planning Commission Reviewed Plan
- 11** Daily Reporter Public Hearing Notice
- 22** City Council gets first draft of Rec. Plan
- Jan. 2024** **08** City Council Rec. Plan Update
- 10** Special Recreation Board Meeting
- 15** Planning Commission Reviewed Plan
- 22** Public Hearing & Approval at City Council

APPENDIX A

Public Input Documentation | SurveyMonkey | [Online Link Here](#)





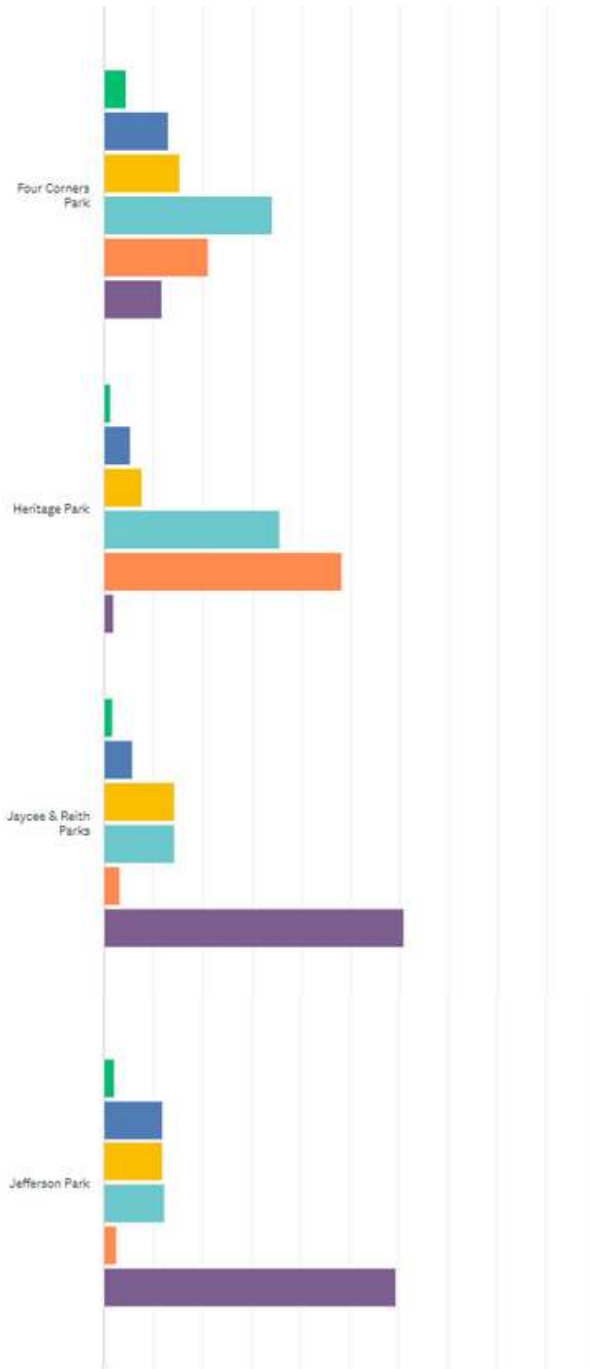


Q4 cont.

 [Customize](#) [Save as ▼](#)

Over the last year, how satisfied have you been with the following City Parks?

Answered: 249 Skipped: 0



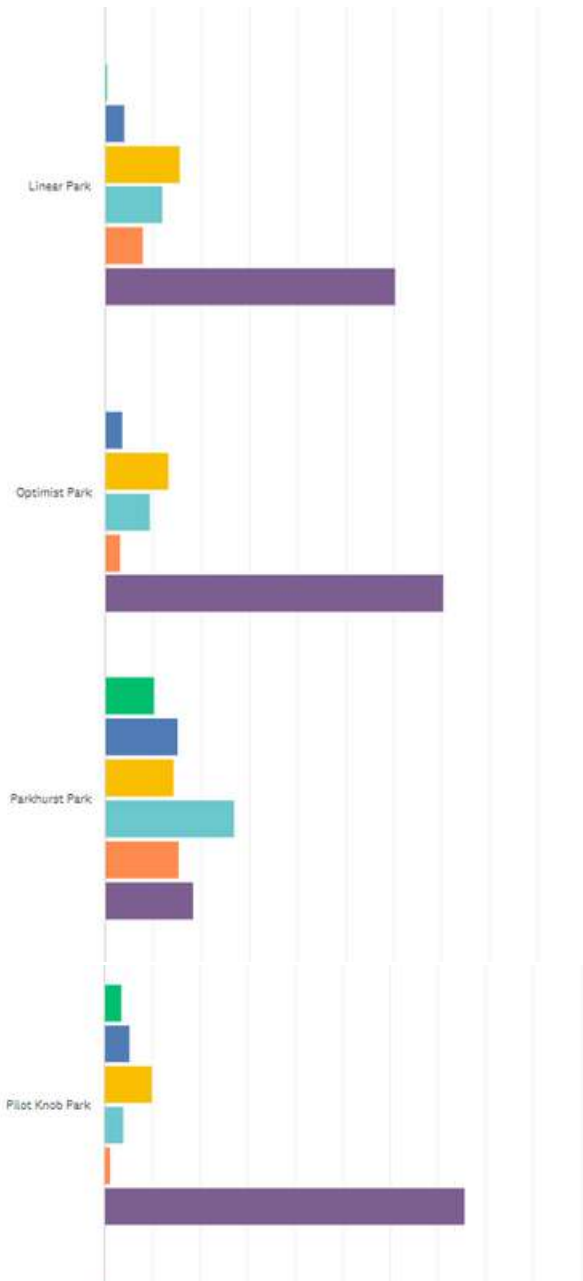


Q4 cont.

[Customize](#) [Save as ▼](#)

Over the last year, how satisfied have you been with the following City Parks?

Answered: 249 Skipped: 0

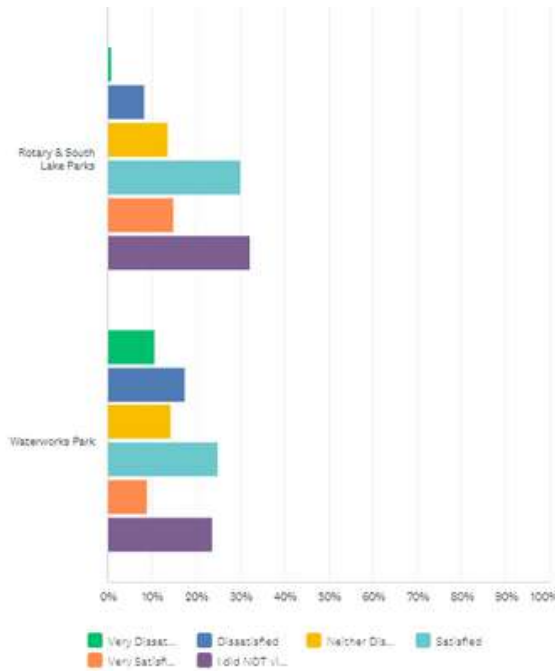


Q4 cont.

Customize Save as

Over the last year, how satisfied have you been with the following City Parks?

Answered: 249 Skipped: 0



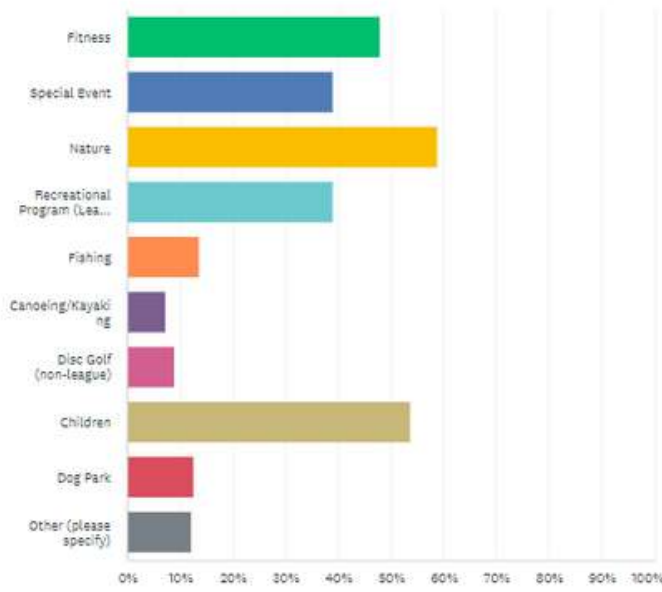
	VERY DISSATISFIED	DISSATISFIED	NEITHER DISSATISFIED NOR SATISFIED	SATISFIED	VERY SATISFIED	I DID NOT VISIT THIS PARK WITHIN THE LAST YEAR	TOTAL	WEIGHTED AVERAGE
City Park	1.22% 3	5.69% 14	13.01% 32	26.83% 66	6.10% 15	47.15% 116	246	3.68
East Pointe Park	1.23% 3	4.91% 11	13.52% 33	8.61% 21	0.00% 0	72.13% 176	244	3.06
Four Corners Park	4.47% 11	13.01% 32	15.45% 38	34.15% 84	21.14% 52	11.79% 29	246	3.62
Heritage Park	1.21% 3	3.26% 13	7.69% 19	35.63% 88	48.16% 119	2.02% 5	247	4.27
Jaycee & Reith Parks	1.63% 4	5.71% 14	14.29% 35	14.29% 35	3.27% 8	60.82% 149	246	3.30
Jefferson Park	2.05% 5	11.99% 29	11.69% 29	12.30% 30	2.46% 6	39.43% 97	244	3.03
Linear Park	0.41% 1	4.10% 10	15.57% 38	11.89% 29	7.79% 19	60.25% 147	244	3.67
Optimist Park	0.00% 0	3.70% 9	13.17% 32	8.47% 21	3.29% 8	70.37% 171	243	3.42
Parkhurst Park	10.16% 25	15.04% 37	14.23% 35	26.83% 66	15.45% 38	18.28% 45	246	3.27
Pilot Knob Park	3.72% 9	5.37% 13	9.92% 24	4.13% 10	1.24% 3	75.62% 183	242	2.76
Rotary & South Lake Parks	0.83% 2	8.26% 20	13.64% 33	30.17% 73	14.88% 36	32.23% 78	242	3.74
Waterworks Park	10.61% 26	17.55% 43	14.29% 35	24.90% 61	8.98% 22	23.67% 58	246	3.08

Q5

Customize Save as

Over the last year, why did you visit the above park(s)? Select all that apply.

Answered: 248 Skipped: 1



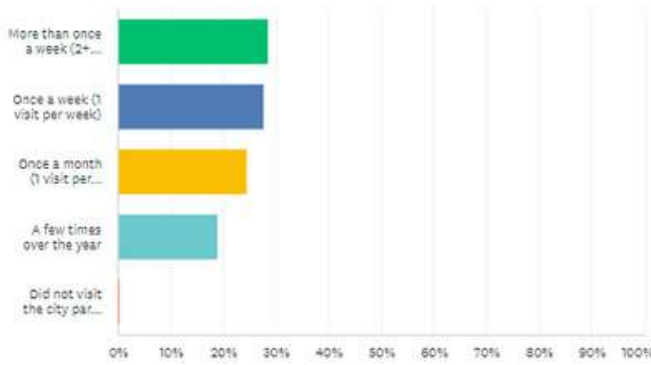
ANSWER CHOICES	RESPONSES
▼ Fitness	47.98% 119
▼ Special Event	39.11% 97
▼ Nature	58.87% 146
▼ Recreational Program (League Sports, Games, etc.)	39.11% 97
▼ Fishing	13.71% 34
▼ Canoeing/Kayaking	7.26% 18
▼ Disc Golf (non-league)	8.87% 22
▼ Children	53.63% 133
▼ Dog Park	12.50% 31
▼ Other (please specify)	Responses 12.10% 30
Total Respondents: 248	

Q6

Customize Save as

Over the last year, how often did you visit city parks?

Answered: 249 Skipped: 0



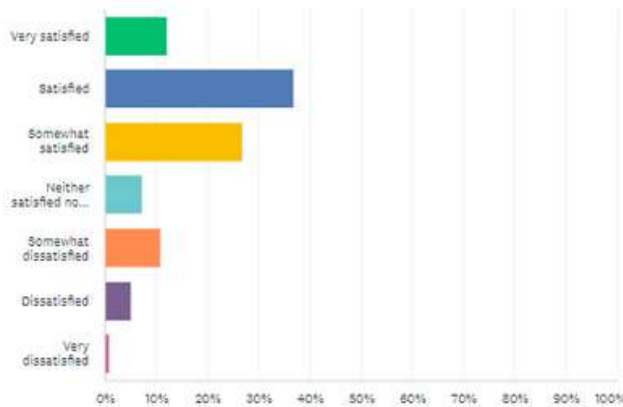
ANSWER CHOICES	RESPONSES
More than once a week (2+ visits per week)	28.51% 71
Once a week (1 visit per week)	27.71% 69
Once a month (1 visit per month)	24.50% 61
A few times over the year	18.88% 47
Did not visit the city parks in the last year (0 visits)	0.40% 1
TOTAL	249

Q7

Customize Save as

Overall, how satisfied are you with the current maintenance of public parks and recreation facilities available in the City of Coldwater?

Answered: 249 Skipped: 0



Q7 cont.

Customize Save as

Overall, how satisfied are you with the current maintenance of public parks and recreation facilities available in the City of Coldwater?

Answered: 249 Skipped: 0

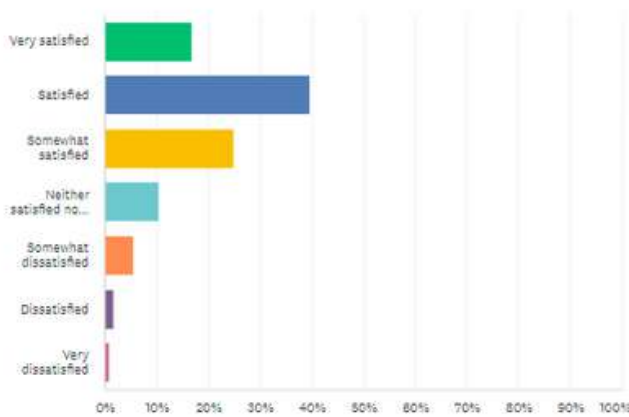
ANSWER CHOICES	RESPONSES	
Very satisfied	12.05%	30
Satisfied	36.95%	92
Somewhat satisfied	26.91%	67
Neither satisfied nor dissatisfied	7.23%	18
Somewhat dissatisfied	10.84%	27
Dissatisfied	5.22%	13
Very dissatisfied	0.80%	2
TOTAL		249

Q8

Customize Save as

Overall, how satisfied are you with the improvements made to public parks and recreation facilities since our last master plan?

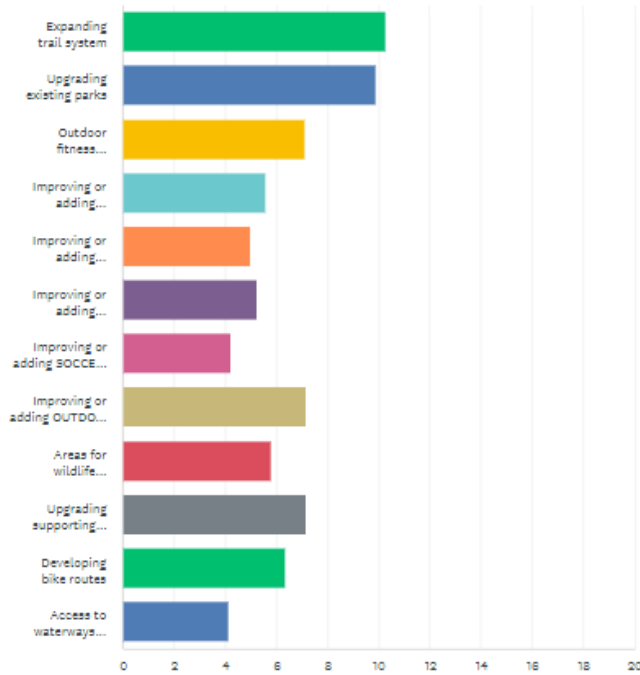
Answered: 249 Skipped: 0



ANSWER CHOICES	RESPONSES	
Very satisfied	16.87%	42
Satisfied	39.76%	99
Somewhat satisfied	24.90%	62
Neither satisfied nor dissatisfied	10.44%	26
Somewhat dissatisfied	5.62%	14
Dissatisfied	1.61%	4
Very dissatisfied	0.80%	2
TOTAL		249

Please rank how important the following recreational activities are to you (with 1 being the most important and 12 being the least important).

Answered: 247 Skipped: 2



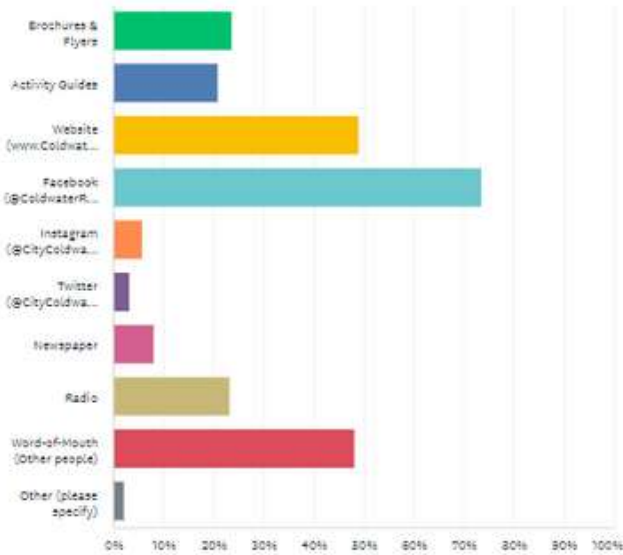
	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL	SCORE
Expanding trail system	36.03% 89	28.34% 70	10.12% 25	8.10% 20	6.07% 15	2.83% 7	3.24% 8	3.24% 8	1.21% 3	0.00% 0	0.40% 1	0.40% 1	247	10.28
Upgrading existing parks	20.24% 50	29.96% 74	15.79% 39	12.55% 31	8.10% 20	6.48% 16	4.05% 10	2.02% 5	0.00% 0	0.00% 0	0.81% 2	0.00% 0	247	9.89
Outdoor fitness stations	4.86% 12	8.48% 21	17.41% 43	12.98% 32	9.72% 24	8.50% 21	9.72% 24	9.31% 23	6.88% 17	3.24% 8	2.83% 7	8.10% 20	247	7.13
Improving or adding BASEBALL/SOFTBALL FACILITIES	3.24% 8	3.64% 9	4.45% 11	10.93% 27	7.29% 18	7.69% 19	10.93% 27	10.12% 25	12.55% 31	9.31% 23	9.31% 23	10.53% 26	247	8.87
Improving or adding BASKETBALL COURTS	0.40% 1	0.40% 1	2.02% 5	3.64% 9	10.93% 27	13.36% 33	8.50% 21	14.98% 37	14.17% 35	15.38% 38	12.55% 31	3.64% 9	247	5.01
Improving or adding TENNIS/PICKLEBALL COURTS	3.24% 8	1.62% 4	5.26% 13	4.86% 12	6.07% 15	10.93% 27	10.93% 27	9.72% 24	14.98% 37	16.19% 40	7.29% 18	8.91% 22	247	6.24
Improving or adding SOCCER FACILITIES	1.21% 3	1.21% 3	1.21% 3	3.64% 9	3.24% 8	4.45% 11	12.55% 31	12.98% 32	15.38% 38	15.79% 39	17.00% 42	11.34% 28	247	4.04
Improving or adding OUTDOOR GATHERING SPACES (pavilions, venues, picnic-areas, etc.)	4.45% 11	6.07% 15	12.15% 30	13.77% 34	9.31% 23	11.74% 29	11.74% 29	14.98% 37	7.29% 18	9.64% 24	3.64% 9	1.21% 3	247	7.16
Areas for wildlife viewing	4.45% 11	3.64% 9	8.10% 20	6.48% 16	10.93% 27	8.10% 20	6.07% 15	8.10% 20	15.79% 39	12.98% 32	10.12% 25	5.26% 13	247	6.81
Upgrading supporting facilities for existing recreational areas (restrooms, parking, lighting, maps, etc.)	7.69% 19	7.69% 19	12.15% 30	10.93% 27	14.17% 35	12.55% 31	6.48% 16	1.21% 3	2.43% 6	15.38% 38	6.48% 16	2.83% 7	247	7.16
Developing bike routes	8.91% 22	9.31% 23	9.31% 23	7.69% 19	8.10% 20	8.89% 22	8.10% 20	4.86% 12	4.05% 10	4.05% 10	21.86% 54	6.88% 17	247	6.36
Access to waterways (Chain of Lakes & Sauk River)	8.26% 20	1.62% 4	2.02% 5	4.45% 11	6.07% 15	6.48% 16	7.69% 19	8.50% 21	5.26% 13	4.05% 10	7.69% 19	40.89% 101	247	4.13

Q10

Customize Save as

How do you stay up-to-date on recreation programs & activities? Select all that apply.

Answered: 245 Skipped: 4



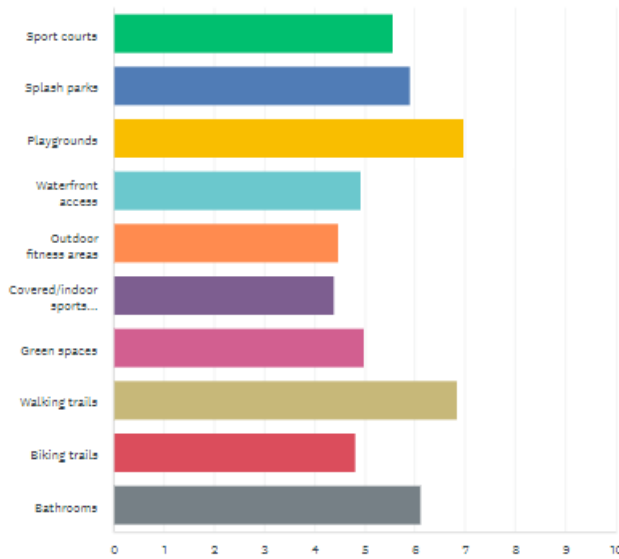
ANSWER CHOICES	RESPONSES
Brochures & Flyers	23.67% 68
Activity Guides	20.82% 61
Website (www.Coldwater.org/www.Coldwater.RecDesk.com)	46.98% 120
Facebook (@ColdwaterRecreation)	73.47% 180
Instagram (@CityColdwaterMI)	5.71% 14
Twitter (@CityColdwaterMI)	3.27% 8
Newspaper	8.16% 20
Radio	23.27% 57
Word-of-Mouth (Other people)	46.16% 115
Other (please specify)	2.04% 5
Total Respondents: 245	

Q11

Customize Save as

Please rank how important the following features are to you when visiting a park or open space (with 1 being the most important and 10 being the least important).

Answered: 237 Skipped: 12



	1	2	3	4	5	6	7	8	9	10	TOTAL	SCORE
▼ Sport courts	15.61% 37	8.44% 20	5.49% 13	6.75% 16	14.35% 34	9.70% 23	11.81% 28	7.59% 18	7.59% 18	12.66% 30	237	5.66
▼ Splash parks	6.33% 16	19.41% 46	8.86% 21	6.75% 16	13.50% 32	13.50% 32	10.55% 26	7.17% 17	7.59% 18	6.33% 16	237	5.90
▼ Playgrounds	15.61% 37	16.46% 39	21.94% 52	7.59% 18	6.75% 16	12.24% 29	10.55% 26	5.06% 12	1.69% 4	2.11% 5	237	6.97
▼ Waterfront access	5.49% 13	2.95% 7	10.97% 26	14.35% 34	9.28% 22	10.55% 26	9.28% 22	14.77% 36	10.55% 26	11.81% 28	237	4.92
▼ Outdoor fitness areas	2.95% 7	5.49% 13	3.80% 9	6.33% 16	14.77% 36	10.55% 26	15.61% 37	17.72% 42	14.77% 36	8.02% 19	237	4.46
▼ Covered/indoor sports facilities	4.22% 10	2.53% 6	4.64% 11	12.24% 29	6.33% 16	16.03% 38	11.81% 28	13.50% 32	16.46% 39	12.24% 29	237	4.39
▼ Green spaces	8.02% 19	5.49% 13	10.13% 24	9.28% 22	7.17% 17	8.02% 19	16.88% 40	13.08% 31	13.08% 31	8.86% 21	237	5.00
▼ Walking trails	23.21% 56	15.61% 37	10.13% 24	12.66% 30	7.59% 18	5.91% 14	2.95% 7	11.81% 28	8.86% 21	1.27% 3	237	6.84
▼ Biking trails	8.44% 20	8.86% 21	9.70% 23	8.44% 20	9.28% 22	6.75% 16	5.91% 14	4.64% 11	16.03% 38	21.94% 52	237	4.82
▼ Bathrooms	10.13% 24	14.77% 36	14.35% 34	15.61% 37	10.97% 26	6.75% 16	4.64% 11	4.64% 11	3.38% 8	14.77% 36	237	6.12

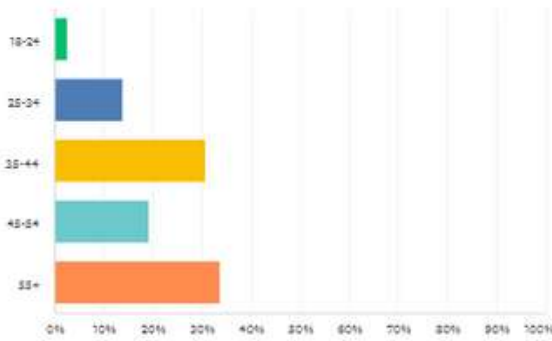


Q12

Customize Save as

What is your age?

Answered: 244 Skipped: 5



ANSWER CHOICES	RESPONSES
18-24	2.46% 6
25-34	13.93% 34
35-44	30.74% 75
45-54	19.26% 47
55+	33.61% 82
TOTAL	244

Q13

Save as

What additional comments and improvements do you have for recreational facilities & programming? Your comments will be used to help plan for the future of recreation in the Coldwater area.

Answered: 114 Skipped: 135

- See all responses on the following pages



Public Input Documentation

- Dont ever take it for granted. Always important for any age.
- Kayak Rental or Storage
- Increased biking trails
- Running & biking trails!
- Clear the Sauk River to make it navigable by kayak
- Prevent vandalism and drug use.
- As someone who lives across from heritage park there is a huge lack of parking! When there are softball tournaments the whole street is filled with parked car and it's not safe. There is a lack of lighting . What are the chances of getting more lighting in the actual park? And on the streets?! Heritage also needs more TRASH CANS around the walking paths.
- Better lighting at night and traffic control in the area
- Heritage park needs better lighting, patrolled, especially at night, the parking around the new baseball diamonds needs to be addressed as well as parking on the streets, pedestrians should not have to stop on walking paths and the stop signs entering Heritage from Western Ave should make cars stop to slow speed down. Cars race through there and around the park where people are walking and kids are playing, someone is going to get hurt. Kid's Kingdom needs to be cleaned up and patrolled/walked through to help with homeless living at the park where kids are playing.
- I didn't even know that City Park was a park until this past year. I think there should be some nice park benches placed there for walkers to stop and rest. I think a swing of some sort where 2 people can sit together would be nice and should be added there. I think if there were some things there people might actually know that is a park and feel like they can use it. Right now, I have never seen anybody use it ever and I have lived here since 1973.
- BANDSHELL IN AT LEAST ONE O
- Heritage Park needs speed bumps and/or police presence. Pedestrians do NOT have the right of way and cars are often speeding through the parking lots, some like it's a NASCAR race. For such a nice park, it's the biggest drawback for walkers, runners, and bikers having to be so careful to avoid the careless drivers. I honestly hope it doesn't take someone getting hurt or worse to get this done. Keeping on some lights around the park's perimeters near the sidewalks all around would also be great too for walkers/runners in the winter. Currently the only lights on in the dark are on the Hatch Ave. side near the baseball field and then over by the recreation center. There are plenty of very dark spots in the winter in the morning before sunrise and evening after the sun goes down very early.
- I don't like the natural effect at waterworks Park. It looks like weeds which make access to the riverbank nearly impossible to fish or for skipping stones. I remember it fondly from my childhood, playing in the shallow water, catching minnows and skipping stones. Also, picnic areas are a distance from the parking area.



Public Input Documentation Cont.

- Access to nature is so important. Also, let's see that fountain go it at Four Corners!!!
- I love the work you all are doing! Thank you for all you do.
- Areas to sit & enjoy open water/lakes.
- We don't need any more crap at Heritage Park or a boat marina. What we need is the drive along the river in Waterworks Park restored to the elderly and disable can view it from their vehicle as they previously enjoyed. Closing it was the most inconsiderate thing the parks have done next to closing the city outdoor pool which we also need replaced. JayCee Parks has also needed new playground and other equipment for decades, a pavilion and restrooms for the trail. Do something for the areas of the city that have been ignored for so long and spread the good stuff around. Music Under the stars needs to return to downtown too. Why should the wealthiest section of town get free concerts in their back yard when less fortunate folks downtown can't get to it. No one from the general public uses the schools pool and the outdoor city pool was always busy with city taxes payer enjoying it before the tore it out. They should have left it, the shower rooms and added the splash park instead of making it a one or the other choice.
- Better lighting and clean up is needed at Parkhurst Park. The playground area is not clean or safe.
- Coldwater does an excellent job maintaining its recreation areas. Heritage Park is an exceptional facility. No suggestions. Just looking forward to future improvements.
- I am a fisherman and I would like to see more places for people to fish and not fish at boat launches and also I don't think kayaks and canoes should launch close to the powerboat launch.
- East Pointe Park desperately needs new ground cover. The mulch has thinned out quite a bit and the black under layer sticking up in the air and the kids trip all over it.
- Outdoor concrete ping pong tables
- More work seems to be done by people sitting in offices. Too many surveys that the information is never used for. Get people out of the offices and into the parks cleaning and maintaining them
- Can we get group workouts? Hire/contract a personal trainer to do different workouts for different groups and different types of training.
- How about getting our youth baseball/softball programs back to prominence. It's not enough to just offer them as I was once told.
- Get rid of the nasty ass weeds around the riverbank in waterworks park. Not only are they a huge eyesore, they also prevent folks from fishing in the river.
- Possibly look into outdoor summer basketball leagues for adults and kids. Revamp men's winter basketball leagues

Public Input Documentation Cont.

- Moving forward, money/resources should be allocated towards improvement/maintenance of the current parks before any additions. We understand that certain funding (i.e. grants etc) has specific criteria/guidelines but the focus of the city should be preserving what has been already built. In closing, the deferred goal would be actions that support a clean and safe environment that is primarily focused on the youth of the community. The city will handcuff itself with growth if it is not an area where you would want to raise a family. Any and/or all decisions should align with that statement...Simply put...family first. Corey & Elizabeth
- Need shade in small dog park
- I would like to see the four corners park used for AppleFest and StrawberryFest
- Parkhurst park or kids kingdom whatever we are calling it, needs immediate attention, it's gross it's always trashed. I feel like it's the most neglected park in coldwater. Same with rotary park always trashed. Hire some cleaning crews
- Very disappointed in 4 Corners Park. There is little to no shade in a majority of usable space.
- Please update Rotary Park bathroom. It's terrible and unsafe.
- Bathroom access is too limited. Even access to vault toilets would be better than no access. This limits our outdoor activity time due to lack of access to facilities.
- A good addition would be to the outdoor basketball court outside of the Rec Center. Adding a fence around the court so balls stay in the court and do not roll into other places like the parking lot
- "Many parks need repair/replacement of ground covering such as woodchips, or preferable something softer. I noticed during my last visit to kids kingdom, there were weeds everywhere due to lack of maintenance.
- The outdoor bathrooms, such as by the splash pad, little league fields and softball fields are always filthy and without hand soap.
- I'm very thankful for the parks we have available and the improvements being made. Thanks so much for put time and effort into the spaces and reaching out for input. "
- Your doing a great job!
- Na
- There are parks in areas of the city besides the third ward which need to be updated. Jefferson park is so out of date.
- I would like to see more trails. Especially through wooded areas.
- Sidewalks in the city need improved as well.
- Many cities have parks that are all connected by a walking and biking trail and also has parking and facilities at all parks. Coldwater has "parks" that are nothing more than a grassy area. Cleaning out the Sauk river and having launch areas so people can kayak down the river would be great!



Public Input Documentation Cont.

- Please, please, please improve the surface of the 4 Slowpitch diamonds. ABSOLUTELY NO ONE agrees with the infield playing surfaces. Nothing but rocks! Please, think hard about this! USA qualifiers, state tournaments, etc.... So many events could take place here, if the infield surfaces were properly maintained and consisted of zero rocks! Butch Lehman has just been appointed Northern Indiana/Northwest Ohio/Southern Michigan One Nation Softball Commissioner and is looking to expand his region(which includes coldwater!) 100's of additional teams would come into play. Infield surfaces must be addressed!!!
- There is so much trash at the parks. We try to pick up while we're there but it's getting bad.
- Waterworks needs work. We like the natural feel but very disappointed in the playground equipment and also that Lincoln no longer has a public playground. It was paid for by taxpayers and shouldn't be private use only. Need better toddler parks. Need more festivals in the parks. Loved winterfest being in Heritage this year!! Great use of space.
- The restrooms in Waterworks Park need to be updated. They are disgusting
- Heritage park really needs to be revitalized and someone needs to clean up more often there was alot of broken glass all around
- More sporadic play features like a bouldering area that doesn't have to be in a formal playground. Ability to use fields for multiple purposes (a general sports field instead of a field only for soccer or another sport). Make it easier to get to the parks or across town without driving.
- The equipment at herritage park for young children is dated and poorly maintained. Accessibility to all the parks is very poor for children. The amount of trash, and vandalizim at Parkhurst Park is alarming. Accessibility is also poor at that park
- A long paved bike trail connecting coldwater from one side to another would be a great addition to this community! And connecting communities!
- I was at Heritage Park 2 weeks ago. No water at sink in women's restroom & only cold water in the men's restroom & no soap, ICK!
- People around here are very dog focused. Ways to integrate pets would be awesome. The small dog park is unsafe because huge gaps in fence. We also need a water source
- I'd like to see a park facility for special needs children be built at Jefferson Park.
- More nature walking paths, more off shore fishing spots without boats & kayak launches right there (the fishing pier is pitiful & unsafe) and the drug paraphernalia by the ice skate pond and rotary park are awful.
- A safe area for bike riding. The city sidewalk are hard to maneuver with kids. A safe area would be nice



Public Input Documentation Cont.

- There is a need for a safe way to cross US-12 to Rotary Park from heritage (by the Willows) That was huge
- Doing a great job. I'd like to see more crosswalks to Heritage Park for people walking from their homes to the park. East Pointe Park needs new mulch and the equipment could use some maintenance. More additions to the splash pad would be great. There needs to be an ordinance posted at the parks, Heritage in particular, about no loud music, especially at the basketball and skate parks. There is often people blasting profane music and I have to ask them to turn it off as it not appropriate for my going children to hear.
- The parking by Heritage is horrible! It should ALL be only parking on one side of the street. During tournaments and league play it is hard to get down Hatch St and people walk between parked cars. More tickets should be written in that area for speeding. Music in the park should start and end earlier. Or the volume should be turned down. The rock bands make the windows rattle and people go to bed early to get up for work. There should be a stop sign at the intersection of Bishop and Northshore. I've seen lots of close calls especially when people are parked all along the street. "
- Please give Kids' Kingdom some help. It's sad to see the shape it's in.
- The last time I was at East Pointe park(near BACC and Sheriff) it was very outdated, lots of things unusable and the mulch/weed covers were out of control. That park needs major help. Kid's Kingdom may benefit from a small splash area. Waterworks is awful. I'm sure you hear this a lot. What a shame. I would love for you to implement some of the impressive plans that the Sprague Street Coldwater Township has. The upkeep is great, they are constantly adding beautiful things as far as flowers, equipment of all types of play, the pickle ball courts are impressive.
- The demise of adult softball needs attention. Coldwater used to be the hub for softball in a four county region.
- A beach in Coldwater near heritage park would be SO lovely. What about outdoor winter sports like ice skating- please!!!!
- Coldwater township people deserves Coldwater city prices at the facilities
- Absolutely love the splash pad! Wish there were more water fountain access at the parks. Some of the tinier parks we forget even exist since there isn't much to them.
- More things in our parks that increase traffic such as more things in four corners people will walk to use.
- I would like to see an indoor area for playing soccer, not as a league, but for people like my husband and I who would like to occasionally play. The Rec Center only has basketball.
- Quit taking out trees and replacing with cement. 4 corners is not appealing anymore.



Public Input Documentation Cont.

- More diverse music in the park: Latin, Middle eastern... Expanded and improved pickleball courts-seating, covered areas and drinking water. Park with viewing the water (so much water in Coldwater and Branch county but can't see it). Need linear bike trails (Quincy to Bronson). Thanks for asking our opinions!!
- Although i know it would be a burden and cost. These parks where the children play need to be constantly monitored for drug related items and other things left there by the community. I am nervous to take my children there at all after seeing what other people have found. On one occasion i saw a homeless man sleeping in the park where the children play.
- Disappointed in the rapid decline of organized sporting activities provided by our recreation department for all age groups.
- I know sports are important to a large part of the population but we need quiet, green spaces too. Natural areas for walking, biking would be nice.
- SAFETY. I've encountered sketchy and perhaps homeless people, doing drugs and other illegal activities and it has made me not enjoy the park experience or feel safe. Walking is a prime exercise for me and I don't like walking in areas that seem to be hangouts for people trying to avoid detection by others for clandestine activities. Also dangerous dogs off leash. I hate to imagine what might happen if you added more bathrooms! even though if they were clean and safe I would appreciate them. Public safety is a real problem now in Coldwater with transient people taking up residence in public spaces.
- you have ruined water works park. Just look at the amount of people that used to go there to now.
- I moved back to Coldwater in 2020 after about 35 years away. I'm very impressed with the quality of parks in Coldwater. Great job!
- Would be nice to see kids kingdom maintains inside the play area a bit better and patrolled by authorities more.
- The parking around Heritage on Bishop and Northshore needs to be addressed. It is unsafe and disruptive to the neighborhood. Parking within the park needs to be expanded so that people aren't parking on the roads.
- You have done a great job with several of the parks. Just keep improving the other smaller parks with upgrades. We love visiting multiple parks in town. Examples: improve playgrounds at Jefferson and Jaycee, rotary park area could use improved fishing and playground would be great and more pavilions or at least tables at various spots around park.
- Not impressed with expansion of Strawberry and Apple Fest. Quality of vendors went down drastically and it looked like a carnival than a hometown event to be proud of. Also wished the brand new 4 corners could he utilized for events. Isn't that why they were re-done?



Public Input Documentation Cont.

- Bathrooms needs to be more maintained and cleaned. They are awful especially Parkhurst Park. I thought there was suppose to be a fountain at the four corners. The corner closer to the library. That would make it look way better.
- I've seen this in a park in California. They had concrete ping pong tables. Residents must bring their own paddle/balls. That would be fun and something memorable for visitors. Also had concrete foosball tables, corn hole. Worth exploring as I believe it fits the vision of what y'all have for the city.
- Would REALLY like to see Waterworks Park go back to the way it was, being able to park along the river and enjoy the park was nice, now it looks like a bunch of weeds growing along the old road. It was sad to see the way it was transformed. Lived here my whole life and it was a nice place to enjoy
- Fix the roads
- More trees and spaces with native plants
- We definitely need more bicycle lanes/trails. Coldwater has a long way to go! To be pedestrian friendly. Willowbrook rd. Needs a sidewalk super bad!!! I see more people walking/riding bikes.
- The parks/green spaces are one of the top reasons we chose to move here last year. We moved here from Berkley, MI.
- PLEASE PROVIDE CROSS COUNTRY SKI TRAILS, as soon as possible. PLEASE PROVIDE SIGNAGE FOR BIKE TRAILS FOR SAFETY
- Nothing is happening at the old Franklin School. Stop making excuses and make it a park.
- How about things for kids. They need things to do
- Monitored out door space for safety,
- I would hope that the city may consider expanding trails/ walking paths, which may also reduce foot traffic along roadways without existing sidewalks.
- ColdwaterbRec has single handily put a choke hold on youth baseball & softball. I would love to see proper programming, proper coaching, amd proper field lengths so that the city lives up to what they promised little league when they gave up the grounds to the schools.
- Possibly a few more covered pavillions, and maybe a permanent music shell or stage area. The current stage is nice, but could be larger, and a little higher..
- A park with a playground would be nice on the east side of Coldwater
- Need to get a handle on night time congregate of cars with noisey mufflers and engines. Toward dusk to much loud activate
- We need improved beach access as well as more and improved restrooms facilities.



Public Input Documentation Cont.

- I hope the sponsored yoga classes will continue. It would be nice to have women's groups organized for hiking trails or walking together. I would love to see more events in the parks geared towards women.
- I have been disappointed with the four corners park. It seemed like a huge waste of money and cutting down all the trees has not improved the look of the downtown.
- Please put in pickleball courts and develop a rec league for them.
- Our outdoor facilities are great. The community is missing out by not having a rails-to-trails facility for walking/biking. We also need more indoor facilities for winter recreation.
- Would like to see focus on all neighborhoods of city, especially near apartments and neighborhoods with small lots.
- We need a outdoor pool again. Miss the old one that we had
- Summer day camp option would be great
- Stop wasting money on this stuff. Just maintain what we have and get rid of the little parks.
- Pilot Knob park needs updating with new playground equipment and a bathroom
- The newer baseball fields need a to be updated to support 12u baseball. When renting fields we have to play on the softball fields and they do not provide the best experience for that level. Also the infields are more rock than dirt which cause injuries when sliding into bases. The staff in the rec building also could be more customer friendly. Many times we rented fields and then show up and have to move the bases. When we call we are told that the reservation was not booked. Poor experience.
- Better usage of land for connected walking and biking trails. Biking throughout the city is poorly considered.
- Maybe having rentals for kayaking or small boats for the lake access? Nice lighting for evenings for parents that work later and take there kids out to parks in the evenings
- I feel the city needs to regain the little league mentality, not recreation ball. We have a lot of kids in this community and they are leaving coldwater to play else where, as Redbirds is too expensive and rec ball is not competitive enough. I feel as a city resident we should have affordable options for "all" of our children.
- Put winterfest back downtown. Better maintenance on all parks and grounds. Add to dog park.
- Coldwater does have a beautiful park system. Just keep them clean, beautiful and in good repair.
- Need to have strawberries and apples at the festivals and bring them back to main street!
- Would love a walking/bike route from River Rd into the city to be able to walk or ride to the parks.
- Would love to see all of the historic military stuff moved to Oak Grove cemetery where it can be displayed all together and open the park for other things.



Public Input Documentation Cont.

- We need more bike racks around the City of Coldwater. There are not many places you can park and lock up your bike. Also, it would be SO NICE to have an outdoor dance studio/fitness area. I'm a dancer and there's no where to practice in the area unless you rent a space at a studio. Would be great to have a large pavilion with wood floors and fans. Maybe even portable barres. AND it would be awesome to have an outdoor food truck park. As far as programming goes, we need Zumba or Line Dancing. There are VERY FEW dance studios around here that cater to adults and none of them offer those classes. A designated picnic area with lights like the ones on Monroe Street would be nice as well. There aren't really any safe, family-friendly outdoor locations to go when it gets dark. Lastly, would it be possible to have some outdoor flyer holders? Heritage Park and the HLB Building are the only places where you can get info and it would be nice to be able to have access to them on the east side of 69.
- Need more bathrooms, better bathrooms, well taken care of bathrooms, and not have them locked

APPENDIX B

Potential Funding Sources for Future Projects

Michigan Natural Resources Trust Fund (MNRTF)

- Match requirement – minimum of 25%
- Development grants
 - Minimum Grant Request \$15,000
 - Maximum Grant Request \$500,000
- Acquisition grants
 - No minimum or maximum
- Goals of MNRTF Board
 - Resource Protection – very important
 - Water Access
 - Community Recreation
 - Urban Recreation
 - Economic Development
- Due annually on April 1 (secondary application for acquisition only in August)
- www.michigan.gov/dnr-grants

Land and Water Conservation Fund (LWCF)

- Administered by MNRTF, applications due annually on March 1
- 50% match required
- Minimum grant request \$30,000 (\$60,000 project total)
- Maximum grant request \$75,000 (\$150,000 project total)
- Funds a wide variety of outdoor recreation projects
- www.michigan.gov/dnr-grants

Michigan Department of Transportation - Transportation Enhancement Funds

- For non-motorized transportation (paths) and rehabilitation and operation of historic transportation buildings, structures, or facilities (bridges, railroad depot, etc.)
- 20% minimum match required, 40% recommended
- Eligible applicants include county road commissions, cities, and villages. Other organizations may *sponsor* applications (i.e. County Road Commission or local MDOT office sponsors a township application)
- Rolling on-line application process
- www.michigan.gov/mdot Go to “Projects and Programs”.

Other programs to consider:

Coastal Program – Great Lakes – US Fish and Wildlife Service

- Grants to conserve fish and wildlife and their habitats and to support healthy coastal ecosystems
- Rolling application process
- www.fws.gov/midwest/greatlakes/apply.htm

Potential Funding Sources for Future Projects (continued)

Specific sports and sports foundations

- United States Tennis Association (USTA) –
 - funding for tennis courts and programs
 - www.usta.com
- Major League Baseball
 - Baseball Tomorrow Fund, more info at www.baseballtomorrow.com
- United States Soccer
 - www.ussoccerfoundation.org

Safe Routes to School

- For projects near elementary and middle schools:
 - Sidewalks and off-street pedestrian facilities
 - On-street and off-street bicycle facilities
 - Traffic calming and speed reduction
 - Pedestrian and bicycle crossing improvements
 - Traffic diversion improvements in the vicinity of schools
- Need to complete the safe routes planning process to apply
- www.saferoutesmichigan.org

Trust for Public Land (TPL)

- Conservation Transactions: TPL helps structure, negotiate, and complete land transactions that create parks, playgrounds, and protected natural areas. TPL serves as an independent agent, buying land from willing landowners and then transferring it to public agencies, land trusts, or other groups for protection. In some instances, TPL will protect land through conservation easements, which restrict development but permit traditional uses such as farming and ranching. More information at www.tpl.org

Michigan Department of Environmental Quality (MDEQ) Nonpoint Source Pollution Control Grants

- Must be part of a watershed management plan
- Projects aimed at reducing nonpoint source pollution (streambank and shoreline stabilization, rain gardens, erosion control, conservation easements)
- www.michigan.gov/deq - Go to “Surface Water” and then to “Non-point Source Pollution”.

Community Foundations, Private Foundations, and Endowments

APPENDIX C

Adoption Documentation

City Council: Regular Meeting Minutes December 11, 2023 Minutes

Daily Reporter Public Hearing Notice: December 20, 2023

Recreation Board: Special Meeting Minutes January 10, 2024

Planning Commission: Regular Meeting Minutes January 15, 2024

Planning Commission Resolution 24-06

City Council: Regular Meeting Minutes January 22, 2024

City Council Resolution 24-05



City Council: Regular Meeting Minutes December 11, 2023

Council Chamber
Henry L. Brown Municipal Bldg.
One Grand Street
Coldwater, Michigan



December 11, 2023
5:30 p.m.
(517) 279-9501
www.coldwater.org

CITY COUNCIL MINUTES Regular Meeting

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

MEMBERS PRESENT: Mayor Kramer called the meeting to order with the following Councilmembers present: Travis Machan representing the 1st Ward; Chad Johnson and Jim Knaack representing the 2nd Ward; Michael Beckwith and John Petzko, representing the 3rd Ward; and Randall Hazelbaker and Scott Houtz representing the 4th Ward.

Council Action: Motion by Councilmember Machan, seconded by Councilmember Knaack, to excuse the absence of, Councilmember Emily Rissman, as presented.

Ayes: 8

Nays: 0

Motion carried.

OTHERS PRESENT: Keith Baker, Megan Angell, Joe Scheid, Patrick Kelley, Steve Trall, Dave Schmaltz, Tom Eldridge, Carmen Cardenas, Jake VanBoxel, Paul Jakubczak and Shauna Chávez; Don Reid, Bill Flickinger, Paul Plant and two others.

PUBLIC COMMENTS

- None.

CONSENT AGENDA (Item Numbers 1-7):

The items listed in the Consent Agenda are considered to be routine by the City Council and the City Manager and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Councilmember or citizen. In this event, the item will be removed from the Consent Agenda and Council action will be taken separately on said item. Those items so approved under the heading "Consent Agenda" will appear in the Council minutes in their proper form.

1. City Council Regular Minutes of November 27, 2023.
2. Coldwater Public Library Advisory Board Regular Minutes of October 2, 2023.

City Council: December 11, 2023 Minutes (Continued)

CITY COUNCIL MEETING AGENDA
December 11, 2023

Page 2

3. Planning Commission Regular Minutes of August 7, 2023.
4. Board of Public Utilities' Regular Minutes of November 1, 2023.
5. Michigan South Central Power Agency Board Regular Minutes of October 5, 2023.
6. Board of Public Utilities' Reports and Financial Statements for October, 2023.
7. City of Coldwater monthly Financial Report for October, 2023.

ACTION ON THE CONSENT AGENDA

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Beckwith, to approve Consent Agenda Items 1-7, as presented.

Ayes: 8

Nays: 0

Motion carried.

END OF CONSENT AGENDA

8. Bills and Accounts: \$ 729,873.71.

Council Action: Motion by Councilmember Hazelbaker, seconded by Councilmember Houtz, to approve Bills and Accounts in the amount of \$ 729,873.71, as presented.

Ayes: 8

Nays: 0

Motion carried.

*Tom Eldridge - Finance Director introduced Carmen Cardenas as the new Assistant Finance Director.

9. City Manager's Report.

Personnel Updates

Carmen Cardenas has accepted the open Assistant Finance Director position. Carmen received a Bachelor of Business in Finance and International Business degree from Saint Mary's College in Notre Dame, Indiana. She brings over nine years of experience specializing in budgeting, cost saving analysis and financial reporting. Carmen and her family live in Coldwater. Her first day was December 4. We want to welcome Carmen to the City of Coldwater/Coldwater Board of Public Utilities.

City Council: December 11, 2023 Minutes (Continued)

CITY COUNCIL MEETING AGENDA
December 11, 2023

Page 3

Anna Skelly has been promoted from Staff Accountant to Senior Accountant effective November 13. Congratulations Anna!

Mariah Welke - The City would like to thank and congratulate Mariah on her five-year anniversary working full time for the Coldwater Recreation Department. Mariah worked part-time for the City for 13 years before taking on a full time roll with the department. Thank you for your creativity and dedication to the community.

US-12 / Willow Ln. Intersection

A number of residents of the Pilot Knob neighborhood (Willow Ln./Lucky Dr.) have expressed concern over the reduced visibility of oncoming westbound US-12 traffic as a result of the recent US-12 bridge restoration and sidewalk improvement project. City staff have been in contact with MDOT engineers and the issue is being reviewed for possible corrective actions. The City appreciates MDOT's responsiveness and residents' patience as we work through this issue.

Leaf & Brush Collection

Brush collection is officially completed for the year. Leaf collection continues as weather permits but please do not rake leaves or place brush in the right of way anymore. Yard waste can be dropped off at the City's Municipal Services site at 45 Industrial Ave. from 8 a.m. to 4 p.m. Monday through Friday.

Winter Tax Bills / Board of Review

Winter property tax bills were mailed out as of December 1, 2023. Property tax payments are due by **February 14, 2024**. The Board of Review is meeting at 10 a.m. on Tuesday December 12, 2023 to consider year-end adjustments and administrative corrections. Residents will have an opportunity to appeal their property value assessments at the March 2024 Board of Review. Questions can be directed to City Assessor Samantha Albright by calling 517-279-9501.

2024 City Calendar

The 2024 City Calendar is done! The calendars are eagerly anticipated every year. The calendars are at the printer's and will be distributed directly to residents by the USPS. Additional copies will be available at City Hall while supplies last.

Holiday Closings

City and BPU offices will be closed on **Monday, December 25th** and **Tuesday, December 26th** for the Christmas holiday. The offices and recreation center will also be closed on **Monday, January 1st** and **Tuesday, January 2nd** for the New Year's Day holiday.

Citizen's Academy 2024

The City will begin taking registrations for the next session of the Citizen's Academy program in December. Applicants will be selected in January 2024 with the program running on Thursday evenings in February and March. More information can be found on the City's website at www.coldwater.org

Winter Fest 2024

City Council: December 11, 2023 Minutes (Continued)

CITY COUNCIL MEETING AGENDA
December 11, 2023

Page 4

The City is encouraging residents to get outside and enjoy the winter weather again this year with Winter Fest 2024. The event will be held **Saturday January 27, 2024** at Heritage Park with activities from 10 a.m. to 3 p.m. with live wood carving demonstrations, horse drawn wagon rides, sled dog demonstration, food trucks and other events to help beat the winter blues. In addition, the Coldwater Kiwanis Club is sponsoring a cardboard sled race at Heritage Hill that day from 11 a.m. to 1 p.m. Look for more information on the City of Coldwater Recreation Department Facebook page and the City's Facebook page and web site.

Holiday Decoration Fund

Just a reminder of the availability to contribute to the community's holiday decoration fund at the Branch County Community Foundation. All of the decorations are now out and keeping them in good condition can be an expensive endeavor. The City uses money raised through the fund to help offset maintenance costs and refurbish or replace worn out decorations.

On behalf of all of the City and CBPU staff we would like to wish all of our residents and customers a very Merry Christmas, Happy Holidays and healthy and prosperous New Year!

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Johnson, to approve and place on file the City Manager's Report, as presented.

Ayes: 8

Nays: 0

Motion carried.

10. Presentation by Paul Plant of Taylor, Plant & Watkins, P.C. and Finance Director Tom Eldridge of the City and CBPU Financial Report for Year Ending June 30, 2023.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Beckwith, to accept and place on file the City and CBPU financial report for the year ending June 30, 2023.

Ayes: 8

Nays: 0

Motion carried.

11. Letter from Jacob VanBoxel, Neighborhood Services Director, regarding proposed 2024-2029 Recreation Plan and request to set a public hearing for January 22, 2024 – Consider adoption of Resolution No. 23-94.

Council Action: Motion by Councilmember Machan, seconded by Councilmember Knaack, to adopt Resolution No. 23-94, as presented.

City Council: December 11, 2023 Minutes (Continued)

CITY COUNCIL MEETING AGENDA
December 11, 2023

Page 5

Ayes: 8

Nays: 0

Motion carried.

12. Letter from Keith Baker, City Manager, regarding Subscription Service Program – Consider adoption of Resolution No. 23-92, and approval of Agreement No. A23-26.

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Knaack, to adopt Resolution No. 23-92 and approve Agreement No. A23-26, as presented.

Ayes: 8

Nays: 0

Motion carried.

13. Letter from Keith Baker, City Manager, regarding updated bank signatories – Consider adoption of Resolution No. 23-93.

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Houtz, to adopt Resolution No. 23-93, as presented.

Ayes: 8

Nays: 0

Motion carried.

PUBLIC COMMENTS

- None.

UNFINISHED BUSINESS

- None.

NEW BUSINESS

14. Closed session pursuant to Section 8(c) of PA 267 of 1976 to discuss collective bargaining agreement and pursuant to Section 8(h) of PA 267 of 1976 to consider material exempt from discussion or disclosure by state or federal statute – a written legal opinion.

City Council: December 11, 2023 Minutes (Continued)

CITY COUNCIL MEETING AGENDA
December 11, 2023

Page 6

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Machan, to enter into closed session, as presented.

Roll Call Vote

Ayes: Machan, Johnson, Knaack, Beckwith, Petzko, Hazelbaker, Houtz and Mayor Kramer.

Nays: None.

Motion carried. (5:56 p.m.)

Council Action: Motion by Councilmember Machan, seconded by Councilmember Beckwith, to reconvene to Regular Meeting of December 11, 2023 as presented.

Ayes: 8

Nays: 0

Motion carried. (7:00 p.m.)

ADJOURNMENT

Noting no other business to come before Council, Mayor Kramer adjourned the regular meeting at 7:00 p.m.



Shauna Chávez
City Clerk, CMC, MiPMC

Daily Reporter Public Hearing Notice: December 20, 2023

LOCALiQ

Petoskey News-Review | The Monroe News
Holland Sentinel | Gaylord Herald Times
Daily Telegram | Hillsdale Daily News
The Daily Reporter | Sturgis Journal
The Sault News | Cheboygan Daily Tribune

PO Box 630491 Cincinnati, OH 45263-0491

PROOF OF PUBLICATION

Chavez
City Of Coldwater
1 Grand ST
Coldwater MI 49036-1620

STATE OF WISCONSIN, COUNTY OF BROWN

The Daily Reporter, a daily newspaper of general circulation, printed and published in Coldwater, Branch County, Michigan; that the publication, a copy of which is attached hereto, was published in said newspaper in the issues dated:

12/20/2023

That said newspaper was regularly issued and circulated on those dates and that the fees charged are legal.

Sworn to and subscribed before on 12/20/2023

Keegan Moran
Legal Clerk

W. W. A.
Notary, State of WI, County of Brown

317127
My commission expires
Publication Cost: \$157.00
Order No: 9640894 # of Copies: 1
Customer No: 870295
PO #:

THIS IS NOT AN INVOICE!
Please do not use this form for payment remittance.

KAITLYN FELTY
Notary Public
State of Wisconsin

City of Coldwater Public Notice Community Recreation Plan Review and Public Hearing

The City of Coldwater Community Recreation Plan 2024-2029 is developed to focus on recreational needs and how to address them over the next five years and beyond, and replace the previous plan which was approved December, 2018. The process includes community input through a public electronic park survey from July to October, 2023, a 30-day draft plan review and a final public hearing.

Now that the draft plan is complete, the City is offering the public the opportunity to review and comment on the plan prior to adoption. To provide comments on the plan, please send an email to ivanboxel@coldwater.org or call 517-279-6926.

30-DAY PUBLIC COMMENT PERIOD
A 30-day public comment period of the City of Coldwater Community Recreation Plan 2024-2029 will be open through January 22, 2024. The draft plan is available on our website at <https://www.coldwater.org> or may be reviewed in person at City of Coldwater, 1 Grand Street, Coldwater, MI 49036, during regular office hours.

JANUARY 22, 2024, PUBLIC HEARING
The City of Coldwater Council will hold a public hearing on January 22, 2024, at 5:30 pm, in the City of Coldwater Council Chambers, 1 Grand Street, Coldwater, Michigan, 49036. Comments may be emailed or called in prior to the meeting. Individuals needing special accommodations should contact the City Office three business days before the hearing. The purpose of the hearing is to receive public comments on the proposed City of Coldwater Community Recreation Plan 2024-2029. Following the public hearing Council will take action to amend and/or adopt the Plan.

Jacob H. VanBoxel
Neighborhood Services Director



Recreation Board: Special Meeting Minutes January 10, 2024

Dr. Browne Rec Center
1776 Heritage Dr.
Coldwater, Michigan



Jan. 10, 2024
5:00 p.m.
(517) 278-8566

SPECIAL RECREATION BOARD MINUTES

City of Coldwater
Recreation Board

Present: Members, Rosie Rial, John Parshall, Pat Lewis, Bob Steel, Jake VanBoxel, and Julie Santure

Meeting called to order at 5:00pm by Member Parshall

2024-2029 Recreation Plan was discussed and recommendations for changes were made

Steel made a motion to approve the plan with the recommended changes and Rial seconded the approval

Board voted 4 yes; 0 no

Lewis motioned to recommend the plan to City Council with Parshall seconded it

Board voted 4 yes; 0 no

Motion to adjourn by Parshall

Next meeting set for March 6, at 5:00pm at the Dr. Browne Recreation Center

Planning Commission: Regular Meeting Minutes January 15, 2024

Council Chamber
Henry L. Brown Municipal Bldg.
One Grand Street
Coldwater, Michigan



January 15, 2024
5:30 p.m.
(517) 279-9501
www.coldwater.org

PLANNING COMMISSION MINUTES REGULAR MEETING

ROLL CALL

Chairman Aaron Garn called the meeting to order at 5:45 p.m. with the following Commissioners present: Jeff Budd, Andrew Cameron, Patty DeGroot, Salwa Alsuraimi, Chris Stevens and Councilmember Michael Beckwith.

Members Absent: Councilmember Michael Beckwith, Mayor Kramer and Jessika Cole.

Commission Action: Motion by Commissioner DeGroot, seconded by Commissioner Stevens, to excuse the absence of Councilmember Michael Beckwith, Mayor Kramer and Jessika Cole, as presented.

Ayes: 6

Nays: 0

Motion carried.

Others present: Jake Vanboxel, Shauna Chávez plus one more.

1. Minutes of the Regular Meeting of December 4, 2023.

Commission Action: Motion by Commissioner Cameron, seconded Commissioner Alsuraimi, to approve and place on file the minutes of the Regular Meeting of December 4, 2023, as presented.

Ayes: 6

Nays: 0

Motion carried.

PUBLIC COMMENTS (unrelated to items on the agenda)

- None.

Planning Commission Resolution 24-06

RESOLUTION 24-06:

2024-2029 Recreation Plan Approval

WHEREAS, the City of Coldwater has engaged in a planning process to determine the anticipated recreation and natural resource conservation needs and desires of its residents during a five-year period covering the years 2024 through 2029; and

WHEREAS, the City of Coldwater began the process of developing a Recreation Plan in accordance with the most recent guidelines developed by the Department of Natural Resources (MDNR) and made available to local communities; and

WHEREAS, a five-year, MDNR-approved Recreation Plan is necessary to enable the City of Coldwater to pursue MDNR-administered grants; and

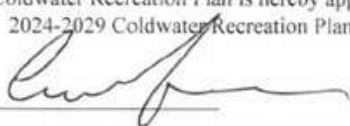
WHEREAS, City staff prepared a draft Recreation Plan for 2024-2029 for City Council consideration and response; and

WHEREAS, the Coldwater Planning Commission took substantial steps to obtain public input as the new 2024-2029 Recreation Plan was being developed; and

WHEREAS, the 2024-2029 City of Coldwater Recreation Plan builds on prior municipal planning efforts associated with the City of Coldwater Master Plan; and

WHEREAS, the Coldwater Planning Commission voted to approve the proposed 2024-2029 Recreation Plan by not less than 2/3 of its members.

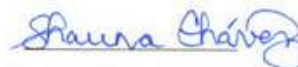
NOW, THEREFORE, BE IT RESOLVED by the Coldwater Planning Commission that the 2024-2029 Coldwater Recreation Plan is hereby approved and forwarded to Coldwater City Council. The 2024-2029 Coldwater Recreation Plan includes both the written and illustrated document.



Aaron Garn, Planning Commission Chairperson

1/15/24

Date



Shauna Chávez, City Clerk

1/15/24

Date

City Council: Regular Meeting Minutes January 22, 2024

Council Chamber
Henry L. Brown Municipal Bldg.
One Grand Street
Coldwater, Michigan



January 22, 2024
5:30 p.m.
(517) 279-9501
www.coldwater.org

CITY COUNCIL MINUTES REGULAR MEETING

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

MEMBERS PRESENT: Mayor Pro Tem Hazelbaker called the meeting to order with the following Councilmembers present: Emily Rissman and Travis Machan representing the 1st Ward; Chad Johnson representing the 2nd Ward; Michael Beckwith and John Petzko, representing the 3rd Ward; and Scott Houtz representing the 4th Ward.

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Beckwith, to excuse the absence of Councilmember Jim Knaack and Mayor Kramer, as presented.

Ayes: 7

Nays: 0

Motion carried.

OTHERS PRESENT: Keith Baker, Megan Angell, Joe Scheid, Tom Eldridge, Paul Jakubczak, Audrey Tappenden, Jake VanBoxel, Julie Santure, Shauna Chávez; Don Reid, Bill Flickinger, Lori LaBundy and eight others.

PUBLIC COMMENTS

- None.

CONSENT AGENDA (Item Numbers 1-6):

The items listed in the Consent Agenda are considered to be routine by the City Council and the City Manager and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Councilmember or citizen. In this event, the item will be removed from the Consent Agenda and Council action will be taken separately on said item. Those items so approved under the heading "Consent Agenda" will appear in the Council minutes in their proper form.

City Council: Regular Meeting Minutes January 22, 2024

CITY OF COLDWATER COUNCIL MINUTES
January 22, 2024

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1. City Council Regular Minutes of January 8, 2024.
 - Closed session Minutes of January 8, 2024.
2. Coldwater Public Library Advisory Board Regular Minutes of December 4, 2023.
3. Coldwater Housing Commission Regular Minutes of December 12, 2023.
4. Planning Commission Regular Minutes of December 4, 2023.
5. Zoning Board of Appeals Regular Minutes of October 18, 2023.
6. City of Coldwater Investment Report for December 31, 2023.

ACTION ON CONSENT AGENDA

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Machan, to approve Consent Agenda Items 1-6, as presented.

Ayes: 7

Nays: 0

Motion carried.

END OF CONSENT AGENDA

PUBLIC HEARING

7. Letter from Jacob VanBoxel, Neighborhood Services Director, regarding proposed 2024-2028 Recreation Plan – Consider adoption of Resolution No. 24-05.

Mayor Pro Tem Hazelbaker opened the Public Hearing at 5:33 p.m.

Public Comments: None.

Mayor Pro Tem Hazelbaker closed the Public Hearing at 5:39 p.m.

END OF PUBLIC HEARING

City Council: Regular Meeting Minutes January 22, 2024

CITY OF COLDWATER COUNCIL MINUTES
January 22, 2024

Page 4

shopping event. Tickets for the soup/chili cook-off are just \$5 per person. The public is invited to meander through local businesses, vote for their favorite spoonful, enjoy live music, and get a head start on those Valentine's Day gifts. Plus, there will be special events throughout the district. All activities (other than cook-off tickets) are free to the public.

Daddy Daughter Dance

This popular social event is for girls in kindergarten through 6th grade that are attending a Coldwater School and their dads, grandfathers, or other influential male figure in their life is scheduled for Saturday February 10, 2024. Spend an evening of fun with your special girl! There will be dancing, pictures, flowers and refreshments. Sign up at www.coldwater.org or by calling 517-278-8566 for assistance.

Citizens Academy Registrations

The City is up to 10 applicants for the second annual Coldwater Citizens Academy. The deadline for registrations is Friday January 19, 2024 but anyone interested in participating should still sign up. Information about the program and applications can be found on the City's website at www.coldwater.org or send your application to ServeOnAboard@coldwater.org.

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Machan, to approve and place on file the City Manager's Report, as presented.

Ayes: 7

Nays: 0

Motion carried.

11. Letter from Keith Baker, City Manager, regarding historic preservation grant requests for The Coldwater Community Center, Inc. ("Beech House") and The First Presbyterian Church of Coldwater, Michigan:
 - a. Consider adoption of Resolution No. 24-07 and approval of Agreement No. A24-02 in the amount of \$18,000.

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Johnson, to approve Resolution No. 24-07 and approve Agreement No. A24-02, as presented.

Ayes: 7

Nays: 0

Motion carried.

- b. Consider adoption of Resolution No. 24-08 and approval of Agreement No. A24-03.

City Council: Regular Meeting Minutes January 22, 2024

CITY OF COLDWATER COUNCIL MINUTES
January 22, 2024

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Council Action: Motion by Councilmember Houtz, seconded by Councilmember Rissman, to adopt Resolution No. 24-05, as presented.

Ayes: 7

Nays: 0

Motion carried.

8. **PRESENTATION:** Coldwater Housing Commission Update, Lori LaBundy, Deputy Director.

Council Action: None – Presentation only.

9. Bills and Accounts: \$272,668.36.

Council Action: Motion by Councilmember Beckwith, seconded by Councilmember Johnson, to approve Bills and Accounts in the amount of \$272,668.36, as presented.

Ayes: 7

Nays: 0

Motion carried.

10. **City Manager's Report.**

2023 Refuse and Recycling Report

The City's waste hauler Republic Waste Services reported they collected 3,230.74 tons of refuse and 487.35 tons of recyclables from the City's 3,000 customers in 2023. This represents an approximately 13.14% recycling level which was a decrease of approximately 1% from 2023. In addition, the total amount of waste and recycling collected in 2023 was down 3.27%. Information about the City's refuse collection program can be found on the City's website at www.coldwater.org.

Winter Fest 2024

The annual Coldwater Winter Fest is right around the corner on Saturday January 27, 2024 from 10:00-3:00 p.m. Enjoy the professional wood carving demonstrations, inflatables, kids' activities, horse-drawn wagon rides, sled dog demonstrations and other events. Kiwanis cardboard sled racing and an evening concert with a Doobie Brothers tribute band at the Tibbits Opera House are among the planned events. Come to Heritage Park and the Robert W. Browne Recreation Center to experience all of the fun! Contact the Coldwater Recreation Department at 517-278-8566 for more information.

Love, Local Downtown Event

We're gearing up for the second annual Love Local event! Come to Downtown Coldwater on Saturday February 3, 2024 beginning at 11:00 a.m. to enjoy a soup/chili cook-off and retail

City Council: Regular Meeting Minutes January 22, 2024

CITY OF COLDWATER COUNCIL MINUTES
January 22, 2024

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Council Action: Motion by Councilmember Johnson, seconded by Councilmember Machan, to approve Resolution No. 24-08 and approve Agreement No. A24-03, as presented.

Ayes: 7

Nays: 0

Motion carried.

PUBLIC COMMENTS

- Karen Klein spoke about the Eby Klein Warming Center.

UNFINISHED BUSINESS

- None.

NEW BUSINESS

12. Closed session pursuant to Section 8(e) of PA 267 of 1976 to consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, and Section 8(d) to consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.

No motion was made to go into closed session; however, we did have a two third's vote as required by law MCL 15.267.

Council Action: Roll Call Vote

Ayes: Rissman, Machan, Johnson, Beckwith, Petzko, Houtz and Mayor Pro Tem Hazelbaker.

Nays: None. (6:01 p.m.)

Council Action: Motion by Councilmember Beckwith, seconded by Councilmember Machan, to reconvene the regular meeting, as presented.

Ayes: 7

Nays: 0

Motion carried. (6:22 p.m.)



City Council: Regular Meeting Minutes January 22, 2024

CITY OF COLDWATER COUNCIL MINUTES
January 22, 2024

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ADJOURNMENT

Noting no other business to come before Council, Mayor Pro Tem Hazelbaker adjourned the regular meeting at 6:30 p.m.

HOMELESSNESS WORKSHOP

Council will adjourn for a Homelessness workshop.

Present: Keith Baker, Megan Angell, Audrey Tappenden, Tom Eldridge, Shauna Chávez, Joe Scheid; Don Reid, Chris Boger, Greg Shipe, Kim Hemker, Paul Pope, Lori LaBundy and Angel Wilkins.

ADJOURNMENT

7:32 p.m.

Shauna Chávez,
City Clerk, CMC, MiPMC

City Council 24-05: Resolution to Adopt 2024-2028 Recreation Plan

RESOLUTION NO. 24-05

RESOLUTION OF THE CITY OF COLDWATER, BRANCH COUNTY, MICHIGAN ADOPTING THE CITY OF COLDWATER 2024-2028 RECREATION PLAN

Minutes of a regular meeting of the City Council of the City of Coldwater, County of Branch, State of Michigan (the "City"), held on January 22, 2024, at 5:30 p.m., prevailing Eastern Time.

PRESENT: Councilmembers: Emily Rissman, Travis Machan, Chad Johnson, Michael Beckwith, John Petzko, Scott Houtz and Mayor Pro Tem Randall Hazelbaker.

ABSENT: Councilmembers: Jim Knaack and Mayor Kramer.

The following preamble and resolution were offered by Councilmember Houtz, and seconded by Councilmember Rissman:

WHEREAS, the City of Coldwater has engaged in a planning process to determine the anticipated recreation and natural resource conservation needs and desires of its residents during a five-year period covering the years 2024 through 2028; and

WHEREAS, the City of Coldwater undertook the process of developing a Recreation Plan in accordance with the most recent guidelines developed by the Department of Natural Resources (MDNR) and made available to local communities; and

WHEREAS, a five-year, MDNR-approved Recreation Plan is necessary to enable the City of Coldwater to pursue MDNR-administered grants; and

WHEREAS, City staff prepared a draft Recreation Plan for 2024-2028 for City Council consideration and response; and

WHEREAS, the Michigan Planning Enabling Act (Act 33 of 2008) requires a public hearing be held to review the draft 2024-2028 City of Coldwater Recreation Plan to ensure public transparency and to allow an opportunity for residents and members of the public to review and provide comment on the proposed Recreation Plan; and

WHEREAS, the Coldwater Planning Commission took substantial steps to obtain public input as the new 2024-2028 Recreation Plan was being developed; and

WHEREAS, the 2024-2028 City of Coldwater Recreation Plan builds on prior municipal planning efforts associated with the City of Coldwater Master Plan; and

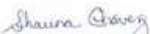
WHEREAS, after a public hearing with prior public notice, the Coldwater Planning Commission voted to approve the proposed Recreation Plan by not less than 2/3 of its members;

NOW, THEREFORE, BE IT RESOLVED, the City of Coldwater Council, hereby adopts the 2024-2028 Coldwater Recreation Plan as an official plan of the City of Coldwater. The Coldwater Recreation Plan includes both the written and illustrated document. The Mayor and the City Manager are authorized to execute any required documents on behalf of the City of Coldwater.


AYES: Councilmembers: Rissman, Machan, Johnson, Beckwith, Petzko, Houtz and Mayor Pro Tem Hazelbaker.

NAYS: Councilmembers: None.

RESOLUTION DECLARED ADOPTED.


Shauna Chávez, City Clerk
City of Coldwater

I, Shauna Chávez, the City Clerk of the City of Coldwater, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Coldwater, County of Branch, State of Michigan, at a regular meeting held on January 22, 2024, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended and that the minutes of said meeting were kept and will be or have been made available as required by said Act.


Shauna Chávez, City Clerk
City of Coldwater

APPENDIX D

Other Supporting Documentation

Projects Completed Based on 2019-2024 Recreation Plan:

- Construction of a 9-Hole Disc Golf Course
 - Fundraising Collaboration with local Eagle Scout
- Little League Baseball/Softball Diamonds and Restrooms
 - \$800,000
- Soccer Field Renovation at Heritage Recreation Area
 - \$37,000
- Resurfacing Tennis Courts at Heritage Recreation Area
 - \$73,000
- Construction of Downtown Restrooms Near Four-Corners Park
 - \$200,000
- Installation of Canoe/Kayak Launch at Rotary Park
 - \$50,000
- Installation of Snow Making Machine at Heritage Recreation Area
 - \$30,000
- Outdoor Basketball Court Replacement at Heritage Recreation Area
 - \$30,000
- Construction of Splash Pad at Heritage Recreation Area
 - \$400,000

2024/2025 Planned Projects

- Waterworks Park Improvements
 - Youth Soccer Field, Paved Pedestrian/Bicycle Trails, New Parking Lot, Increased Lighting
 - \$600,000
- Rotary Park Improvements (Phase 1)
 - Relocated/Reconstructed Public Boat Launch, Fishing Pier, and Boat Slips
 - \$1,000,000

Accessibility Grading System Definitions:

Figure 7 – MDNR Accessibility Grading System for Parks and Recreational Facilities	
Accessibility Grade	Definition
1	None of the facilities/park areas meet accessibility guidelines.
2	Some of the facilities/park areas meet accessibility guidelines.
3	Most of the facilities/park areas meet accessibility guidelines.
4	The entire park meets accessibility guidelines.
5	The entire park was developed/renovated using the principles of universal design.

Recreation Grant History:

The City of Coldwater has received nine recreation-related grants for its parks from the Michigan Department of Natural Resources:

- 26-00086, Jefferson School Park, acquisition of land for development of park & picnic facilities, \$1,250 (acquisition)
- 26-00557, Coldwater Municipal Swimming pool, development of outdoor swimming pool and other features, \$150,417
- 26-00694, Heritage Recreation Area, development of tennis courts, \$20,000
- 26-01023 F1, Heritage Recreation Area, development property, \$29,004.35
- 26-01104 X, Heritage Recreation Area, development of concessions, restrooms, warming house, etc., \$29,004.35
- TF1044, Coldwater Linear Park Expansion, \$14,500 (acquisition) – Property described in grant application is improved and actively used for recreation purposes.
- BF89-020, Rotary Park Extension, development of Rotary Park, \$68,000.
- TF10-033, Optimist Park Playground Renovation, \$15,000 (development) – Improvements are built, in good condition, and used regularly.
- 26-01751, Heritage Park Splash Park, \$100,000 (development) – Splash park is constructed and used extensively throughout 2018 season.

Social Media Growth from Jan. 2019 - Dec. 2023  @ColdwaterRecreation

Page Fans

4,687
Total # of people who like the page


1,308
of new page fans


Page Reach & Impressions

Page Reach **1,463,676**


Page Impressions **2,267,434**

Posts

 657 Page Posts

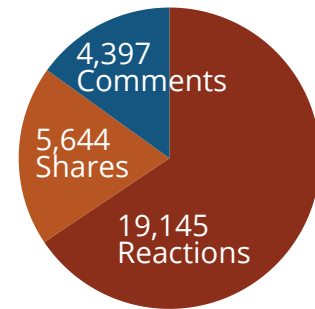
 1,286,459 Post Reach

 3.61% Post Engage. Rate

 1,415,919 Post Impressions

*Reach: The number of people who saw the page/page's content.
Impressions: The number of times the page/page's content was displayed on a person's screen.*

Engagement Type



Top Posts



Post with the Most Reactions | 127 Reactions | Posted 06.01.2022

Get all charged up with our new Solar time tracker!☀️📱 Now located in Heritage Park, this picnic table will allow visitors to utilize solar power to charge their phones or use their computers. Thank you to Solar Time Tracker, LLC for donating this to our community.
#CityofColdwater #ColdwaterRec #SolarTimeTracker #SolarPower #PicnicTable #HeritagePark #ColdwaterMI #ColdwaterMichigan



Post with the Most Shares | 266 Shares | Posted 09.14.2021

ALERT ! ! ! : We know that the next couple of days are going to be ☀️ HOT☀️ so we wanted to inform you that we are delaying the closing of the Splash Pad until Wednesday, Sept. 22nd!

Come out and have a splash💦 before the end of the season!
#SplashPad #SplashPark #Delay #Heat #ColdwaterMI



Other Recreational Opportunities

Public Schools

Coldwater Community Schools offer additional recreational opportunities to the area. From school sponsored athletics to operating the Dr. Robert Browne Aquatics Center, and other gathering spaces, school facilities provide playing fields, meeting rooms, and other critical infrastructure to support the recreational needs of the community.

- Coldwater High School
- Pansophia Charter Academy
- Dr. Robert Browne Aquatic Center
- Branch County ISD
- Legg Middle School
- Lakeland Elementary
- Larsen Elementary
- Jefferson Elementary

Amenities:

- Ball Diamonds
- Basketball
- Football/Soccer Fields
- Tennis/Pickleball Courts
- Aquatic Center/Indoor Pool
- Playground Equipment
- Gymnasiums
- Open Playfields
- Paved Walking Trails
- Track & Field
- Shelter/Pavilions
- Concessions
- Restrooms



Other Recreational Opportunities

Other Public Parks

Throughout Branch County, residents and guests have a plethora of recreational opportunities available within a short commute.

Branch County:

- Angel Cove Park
- Memorial Park
- South Branch County Park
- Riverbend Park
- Quincy-Marble Lake
- Gilead Lake Park
- Branch County Fairgrounds

Coldwater Township:

- Coldwater Township Park
- Creal Soccer Complex

State Parks/Other:

- Coldwater Lake State Park
- Pokagon State Park (IN)
- Marsh Lake Wetlands State Fish and Wildlife Area (IN)

Amenities:

- Ball Diamonds
- Basketball
- Football/Soccer Fields
- Tennis/Pickleball Courts
- Picnic Areas
- Playground Equipment
- Toboggan Run
- Open Playfields
- Nature Trails
- Waterfront Property
- Shelter/Pavilions
- Boat Launches
- Concessions
- Restrooms





Other Recreational Opportunities

Private Recreation

In addition to the abundance of public recreation, the community has several options for recreational opportunities provided by the private sector. These businesses provide a wonderful experience for our residents and guests that promote and increase access to an active lifestyle.

Golf:

- Coldwater Golf Club
- Bella Vista Golf Course
- Quincy Golf Course
- Turtle Lake Golf Club
- Iyopawa Island Golf Course
- Foundation Golf Center

Other:

- Aqua Pit
- Midway Lanes
- Bronson Strike Zone
- Branch County Conservation Club

Amenities:

- Golf Courses
- Driving Ranges
- Bowling Alleys
- Outdoor Water Park
- Rifle/Archery Ranges
- Trap Shooting





CITY of COLDWATER
Neighborhood Services Department
Henry L. Brown Municipal Building
One Grand Street,
Coldwater, Michigan 49036
(517) 279-6964
neighborhood_services@coldwater.org

January 29, 2024

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

Re: Notice of Adopted 2024-2028 Recreation Plan

Dear Mr. Adams,

Please find attached for your review, the City of Coldwater 2024-2028 Recreation Plan which was adopted by the City Council at its January 22, 2024 regular meeting. This Plan will replace the City of Coldwater 2019-2024 Recreation Plan.

The City of Coldwater 2024-2028 Recreation Plan builds upon the 2019-2024 Recreation Plan. A survey was created and public outreach was sought between July 26, 2023 and October 1, 2023. Hard copies of the survey were also available at City Hall and the Dr. Robert W. Browne Recreation Center during this time. A summary of the survey results is provided in this Plan. The results of the survey, including comments from the respondents, will be included as an appendix to the Plan.

The Planning Commission approved the Plan on January 15, and the Recreation Board approved the Plan on January 10.

If you have any questions or I may be of further assistance, please feel free to contact me.

Respectfully submitted,

Jacob H. VanBoxel, MSA
Neighborhood Services Director
City of Coldwater
jvanboxel@coldwater.org
(517) 279-6926



Homer...is Home!
VILLAGE OF HOMER
Settled in 1832

Village of Homer Five-Year Parks and Recreation Plan

2024-2028

Prepared By:

**Wightman
2303 Pipestone Rd
Benton Harbor, MI 449022**

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Public Meeting Minutes and Official Resolution of AdoptionAppendix C

Transmittal Letters to County and Regional Agencies.....Appendix D

This plan was prepared for the Village of Homer with assistance from Wightman. In accordance with the Michigan Department of Natural Resources Guidelines for the development of Community Park, Recreation, Open Space, and Greenway Plans.

Introduction

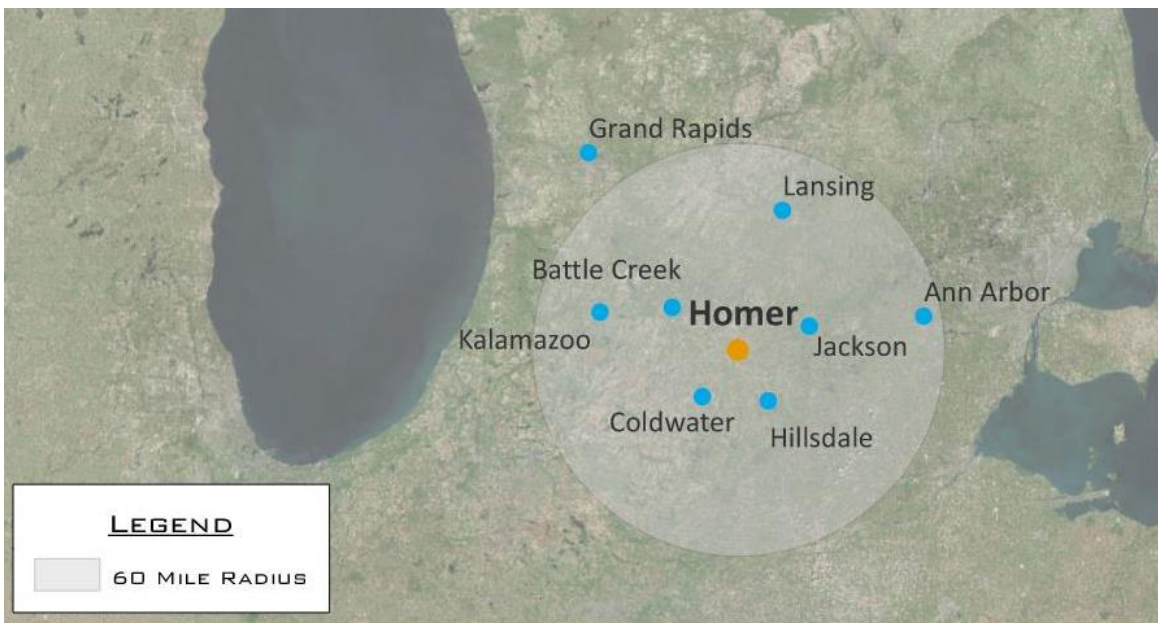
The Village of Homer's park system was developed and coordinated into a 5-year plan from 1999 to 2004 with funding from the W.K. Kellogg Foundation Youth initiatives Program.

This Community Recreation Plan is a general, long-range development tool used to achieve and maintain a high-quality park, recreation and open-space system. It evaluates the needs of the community and makes strategic recommendations for recreation, beautification and economic development to be implemented over the next five years.

Community Description

The Village of Homer covers an area of approximately a square mile. The village is located within Calhoun County on the eastern shore of Homer Lake. The south branch of the Kalamazoo River cuts through the eastern part of the Village. Homer is located 9 miles south of Albion, 25 miles west of Jackson and 35 miles southeast of Battle Creek, Michigan with state highways M-60 and M-99 providing access to the Village. Homer is 30 minutes from downtown Jackson and 60 minutes from Kalamazoo and Lansing.

The service area of this recreation plan is confined to the Homer Village limits, covering approximately 1.45 square miles.



Plan Focus

The recreation plan was prepared for the Village of Homer. The plan focuses on providing recreation opportunities to residents of the Village of Homer through the acquisition, development, and maintenance of community-owned parks. While the primary focus is on providing the area's residents with recreation opportunities, improvements to the area's park system will benefit adjoining townships and nearby communities, schools, and visitors.

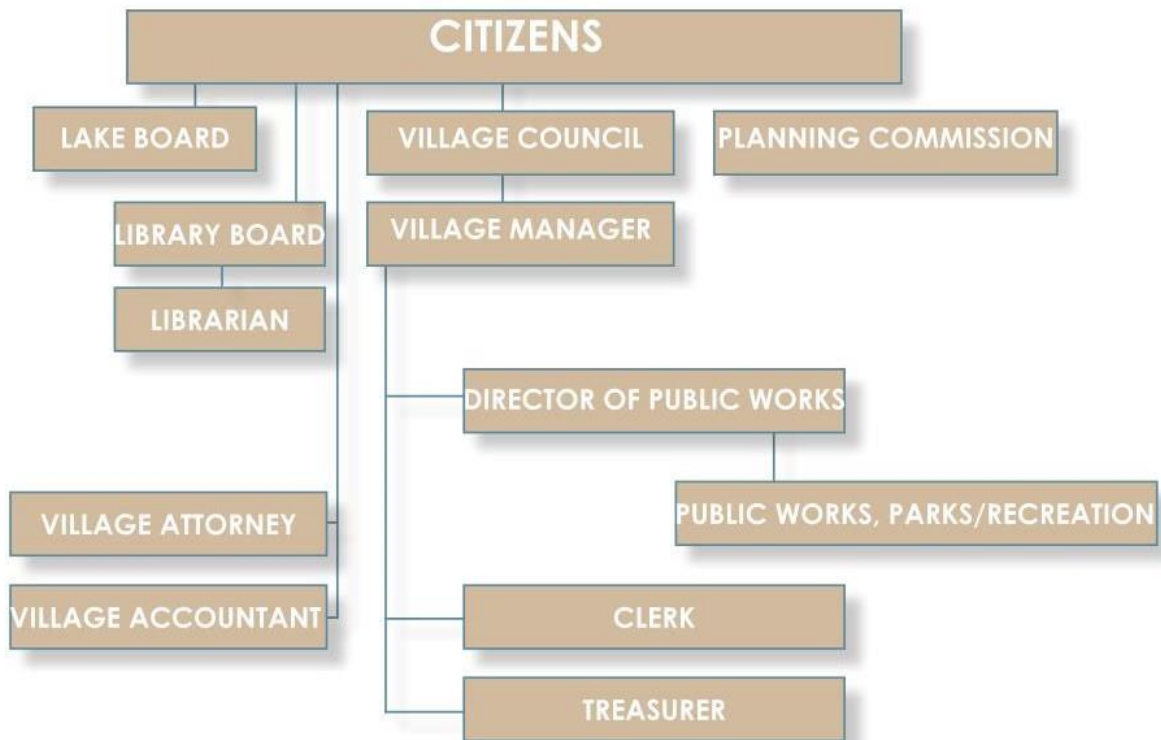
Administrative Structure

The following section identifies the administrative structure for the Village of Homer. It also describes the functions regarding parks and recreation for the Village. The Village of Homer is a General Law Village with a full time manager (Art Kale). The current Village Council members are: Brent Michael, Jeff Sherman, Jeff Daglow, David Shaw, Mike George, Scott Hrcka, and Kyle Renfroe.

The Village Council is responsible for appropriations of Parks and Recreation funding. The Department of Public Works is responsible for park maintenance and operates with an annual operating budget of \$33,000.

A Kellogg Youth Initiative Program Grant for park improvements has allowed for the employment for a youth coordinator in the past for implementation of a grant, as well as coordinating other activities. The management of Homer Lake, an important natural feature of the Village, is handled by the Lake Management Board.

The following is the Organizational Chart for the Village of Homer.



The current year budget for parks and recreation operations and maintenance, recreation programming, and capital improvements is \$33,000. This budget has seen increases that mirror inflation since the previous plan. The fiscal year runs from January 1st - December 31st.

The funding for the Parks and Recreation budget are provided by the Village of Homer. In addition the Village receives a portion of the Calhoun County Parks Millage, which equals approximately \$5,000 per year. They expect to receive funding from private sources to match state funds. They also have a sinking fund and foundations.

Volunteer Programs and Community Relationships

The area recreation programs were established in 1980. Initial funding for the summer recreation programs was provided by a collaboration of the townships and Village through the Homer Community School system. Subsequently the municipal funding lapsed and the school system continues to sponsor the programs with the assistance of user fees.

Currently community volunteers oversee the administration of recreation programs with input from the School staff. The Homer Community Schools employs a director to administer the recreation programs.

Operation of the recreational programs and maintenance of the school recreational facilities are under the direction of the School District and volunteers. The Homer Community Schools has assumed the responsibility for the administration of some recreational programs in the Homer area. The school administration employs a Recreation Director from their annual budget. The programs are additionally funded through entry fees of participants and candy sales.

Recreation Inventory

The area recreation programs were established in 1980. Initial funding for the summer recreation programs was provided by a collaboration of the townships and Village through the Homer Community School system. Subsequently the municipal funding lapsed and the school system continues to sponsor the programs with the assistance of user fees.

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Operation of the recreational programs and maintenance of the school recreational facilities are under the direction of the School District and volunteers. The Homer Community Schools has assumed the responsibility for the administration of some recreational programs in the Homer area. The school administration employs a Recreation Director from their annual budget. The programs are additionally funded through entry fees of participants and candy sales.

Below is a list of recreation facilities within the Village of Homer that are owned by the Village.

Roadside Park

Size: 2 acres

Facilities: This proposed park (currently undeveloped) is located adjacent to Webster Street along the Kalamazoo River.

Webster Street Park

Size: 1 acre

Facilities: This park is located in the northeastern section of Homer, is bounded by N Webster Street, E Platt Street, E Sprague Street and Sophia Street. The park contains a shelter, playground, sand volleyball courts, a parking lot, restroom facilities and walking paths.

Grist Mill Park

Size: 1 acre

Facilities: This park is located on the shores of the Kalamazoo River adjacent to M-60. It has two shelter areas, one for picnicking and one as a scenic overlook of the park and historic grist mill dam along with covered bridges, canoe launch, fishing pier, scenic pedestrian trail, park benches and picnic tables. The Kalamazoo River flows through Homer and offers opportunities for hiking, canoing and fishing. A 0.5 acre improved canoe launch is located along M-99/M-60 in Grist Mill Park.

Water Tower Park

Acres: .25 acres

Facilities: This park is located adjacent to Sophia Street and the Water Tower area along State Highway M-60. It acts as a gateway into downtown Homer. Current developments include parking, benches and a kiosk. It is part of the Linear Park and Trail System. There is a beautiful indoor Farmers Market in the park which was made possible with grants from the FireKeepers Local Revenue Sharing Board and the local Homer Area Community Foundation.

Lakefront Park

Size: 3.5 acres

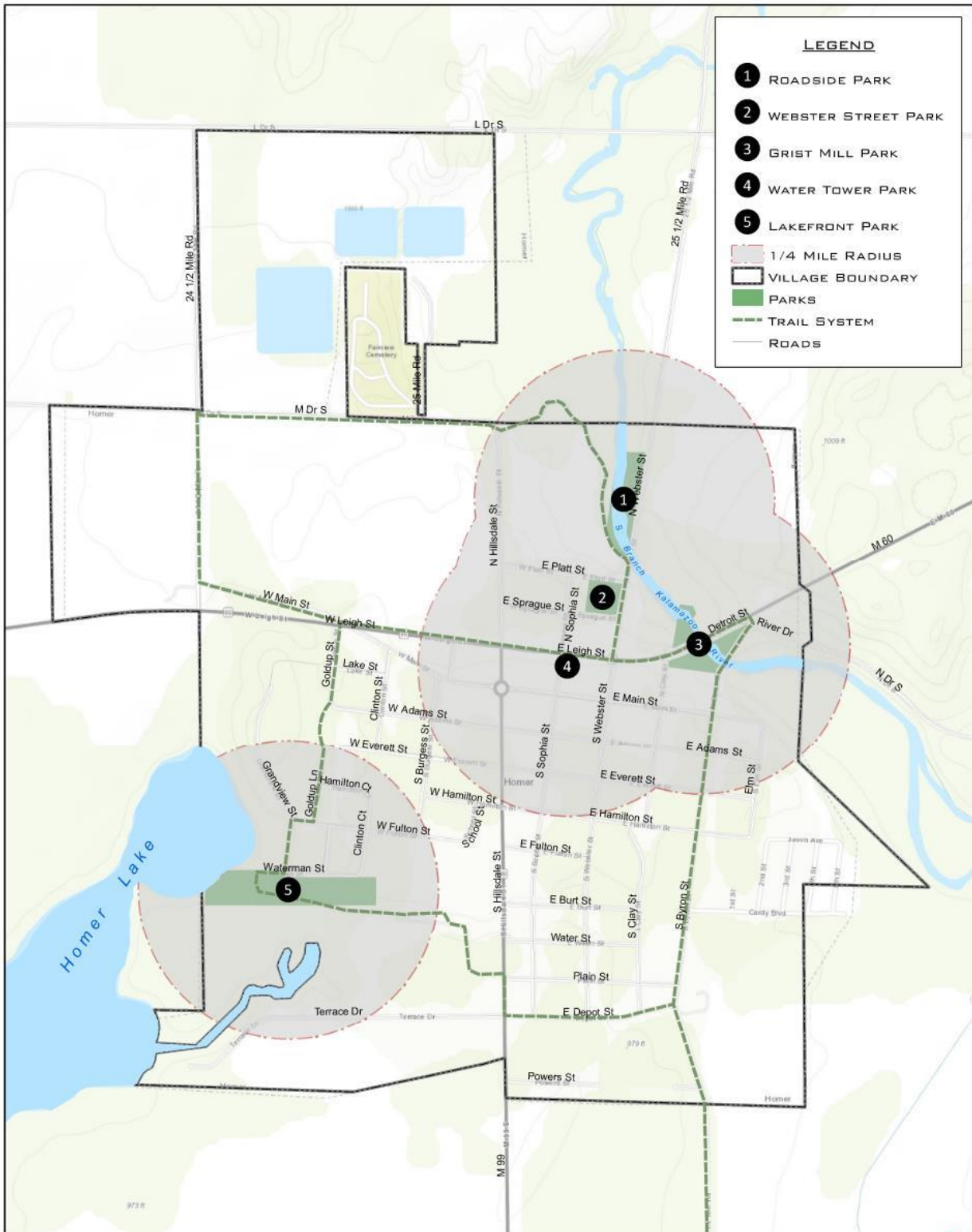
The largest of the Village parks at 3.5 acres, Lake Front Park offers Public access to Homer Lake for fishing, boat launch, picnicking, observation deck and parking lot.

Homer Linear Park

Size: 1.5 miles long

Facilities: This park is a linear park/trail which begins at Webster Street Park, running north to M Drive S, running west along M Drive S, then turning south along 24 1/2 Mile Rd to West Main St. Additional trail sections are required to complete this linear park: including new trail from Grist Mill Park along M-60 and Webster Street. The trail includes benches along it.

The following map shows the parks located in the Village of Homer as well as a ¼ mile radius around each park to show each park’s primary service area.



An accessibility assessment was conducted at the time of the recreation inventory. The Village of Homer has worked to increase accessibility to the parks as they are updated and further developed. A brief description of the park accessibility is below along with a rating based on the following guidelines criteria.

1 = none of the facilities/park areas meet accessibility guidelines

2 = some of the facilities/park areas meet accessibility guidelines

3 = most of the facilities/park areas meet accessibility guidelines

4 = the entire park meets accessibility guidelines

5 = the entire park was developed/renovated using the principals of universal design

Roadside Park

Park is currently undeveloped.

Webster Street Park

This park has paved pathways throughout. Picnic shelter areas are accessible however the park would benefit from both ADA picnic tables as well as extended pads under the benches to allow a wheelchair user to sit next to the benches. The playground area itself is accessible however the playground could be updated to provide more diverse and accessible play opportunities long with access ramps. Restroom facilities are not ADA accessible. Parking lot is lacking both designated handicapped parking spaces and handicapped signage.

Rating: 3

Grist Mill Park

This park has paved pathways throughout. Picnic shelter areas are accessible however the park would benefit from both ADA picnic tables as well as extended pads under the benches to allow a wheelchair user to sit next to the benches. The canoe launch does not meet accessibility guidelines, a curb needs to be installed between sidewalk and river to provide a wheelstop for wheelchairs at the edge of the water. Parking lot is lacking

both designated handicapped parking spaces and handicapped signage. Recently the walkway through the park was updated to be accessible.

Rating: 2

Water Tower Park

This park has paved pathways throughout. The park would benefit from extended pads under the benches to allow a wheelchair user to sit next to the benches. Parking lot is lacking both designated handicapped parking spaces and handicapped signage.

Rating: 3

Lakefront Park

This park has paved pathways throughout. Picnic areas are accessible however the park would benefit from ADA picnic tables. Parking lot is lacking both designated handicapped parking spaces and handicapped signage. The fishing pier and observation deck both meet accessibility guidelines.

Rating: 3

Homer Linear Park

This park has paved pathways throughout. The park would benefit from extended pads under the benches to allow a wheelchair user to sit next to the benches.

Rating: 4

The Village of Homer will look to continued public comment throughout the implementation process, especially from those with special needs. Their suggestions play a key role in developing and implementing proposed barrier-free improvements.

Previous Recreation Grants

HOMER RECREATION AREA, 1975, #26-00629, \$23,824.39

Develop one softball diamond, 1 baseball field, 2 lighted tennis courts, and LWCF sign.

CURRY PARK, 1977, #26-00899, \$54,030.44

Develop lighting for softball field, and boat ramp, access road, and parking/ with lighting, LWCF sign.

LAKEFRONT PARK IMPROVEMENTS, 1999, #TF99-070, \$89,690.00

Development of existing park property on Homer Lake, including paved parking facilities, wetland boardwalk, observation platform and picnic shelter.

IRON BELLE TRAIL VILLAGE OF HOMER GAP DEVELOPMENT, 2020, #TF00-0157, \$101,000.00

Development of missing link of Iron Belle Trail within the Village.

Other Recreation Opportunities in or near the Village of Homer:

A variety of significant recreational resources are either owned privately, owned by a non-profit organization, or owned by another governmental unit that are located within or nearby the Village of Homer. The following is a brief description of some nearby parks and recreation opportunities.

Homer Community House

This local effort to renovate this 1930's structure has a stage, small kitchen, restrooms, and improved sound system. It is available to the community for social events, reunions, elections, private family events, dances and other special events. The Community House capacity is between 250 - 500 persons, and is used approximately 35 times per year. This resource is owned by the Village of Homer.

Homer Fire Museum

The Homer Fire Museum is a historical site open from July 4th and through the month of September. Annual attendance to the museum is approximately 100 persons. The Village owns the building and leases it to the Homer Area Fire Authority for the museum.

Blair Farm and Historic House

The Blair Farm is sponsored by the Homer Historical Society. Three main events are scheduled annually to celebrate the heritage of the Homer Area.

Historic Bridge Park

Historic Bridge Park, formerly known as “County Park” is located at 14930 Wattles Road. The park is located along the Kalamazoo River and Dickinson Creek. The park offers a variety of passive recreational opportunities including: picnicking, walking/hiking, bike riding, fishing, boating and wildlife observation. The park also serves a trailhead for the County Linear Trailway that will eventually connect to the Battle Creek Linear Trail to the west and the Marshall Riverwalk to the east. The park is unique in that it contains a number of restored iron or steel bridges. The park when fully developed will have a total of 15 bridges.

Kimball Pines County Park

Covering nearly 100 acres of plantation pines planted in 1930’s and 1940’s. Planted in the 1930’s and 1940’s, Kimball Pines Park is one of the oldest stands of urban pines in Michigan. The park also contains deciduous woodlands, ponds and a creek that is a tributary of the Kalamazoo River. Kimball Pines offers scenic areas, hiking trails, picnicking facilities, cross-country skiing, and nature observation. The park is located off of Michigan Avenue behind the Calhoun County Medical Care Facility in Emmett Township.

Ott Biological Preserve

Ott Biological Preserve is often considered to be “hidden jewel” in Calhoun County. Located just east of Battle Creek, at the end of Arlington Street, off of Michigan Avenue in Emmett Township. The undeveloped park covers approximately 300 acres of natural habitat shaped by glaciers. Within the park there are two spring fed kettle lakes, as well as the east edge of Dexter Lake, wet peaty lowlands and dry, sandy uplands. Activities available in the park include: hiking on trails and boardwalks and wildlife viewing. In 2013 the trail in the preserve was extended to connect to the Linear Park in Battle Creek to the west and to Kimball Pines to the south.

Homer Community Schools

The Homer Public Schools are all located at 403 S Hillside Street. They have a wide variety of outdoor and indoor recreation facilities.

R.K. Curry Athletic Facility

Acres: 60 acres

Facilities:

- One all-weather 440-yard track with multi-purpose field
- Four softball diamonds
- Two baseball diamonds
- Two outdoor tennis courts
- Two soccer fields and/or a football field
- Two basketball courts

Lilian Fletcher Elementary School

- 1 gymnasium
- 3 playgrounds (lower, middle and upper elementary)

Homer Area High/Middle School

-
- 1 weight room
 - 1 cafeteria for special programs
 - 2 full size gymnasiums

Water Bodies

The south branch of the Kalamazoo River flows through the northeast corner of the Village of Homer, flowing in a northerly direction. Homer Lake, on the western edge of the Village, is the other significant body of water within the Village. A MDNR (Michigan Department of Natural Resources) Public Access site is provided as access to the lake for the general public at the Village's Lakefront Park, where a boat launch, fishing pier and scenic lookout on a nature preserve are located.

The restoration of Homer Lake has been a priority for a number of years and is a top priority for the Homer Lake Management Board (HLMB). Two Village storm drains have been rerouted that had been discharging storm water into the lake for over forty years. Prior to the re-routing, these drains had left the lake with excessive nutrient-laden buildup impacting lake activities. The HLMB continues to evaluate all options to address these concerns, including dredging. The Homer Lake Management Board has been established with participation from local citizens, governmental units, businesses and the Calhoun County Drain Commissioner. The HLMB is committed to finding a way to restore the beauty of Homer Lake for the public to enjoy for summer and winter recreational activities.

Planning and Public Input Process

The planning process for this recreation plan update began in 2023 with the update of the previous recreation plan. Wightman created question boards each with 1 question. Along with the community input gathered, Wightman collected detailed recreation inventories and deficiencies. Wightman used a systems approach to planning which incorporated the information gained from the various forms of public input and the detailed recreation inventories and deficiencies as well as demographic information to determine the recreation needs of the City.

Three 24x36" sized poster boards were created for public input from 5-7:30 pm during JV and Varsity boys basketball games at Homer Community High School on December 5th, 2023. Project team members were in attendance to gather public input. The poster boards asked questions about the park and recreation in Homer and asked the respondents to write in the answers. The boards provided open-ended, candid responses. The poster boards with the questions and responses can be found in Appendix A.

Public Review

A draft Community Recreation Plan for Homer Township was available at the Homer Municipal Building for public review from December 7th, 2023, through January 8th, 2024. Members of the public were invited through an announcement in The Homer Index and Village of Homer Website on December 5th, 2023 to comment on the draft Community Recreation Plan. They were encouraged to submit written communication with Wightman and Associates, Inc., the City's consultant, and/or by attending the public hearing.

A copy of the notice of availability of the draft Community Recreation Plan for comment as well as the affidavit of public comment are included in Appendix A.

Public Hearing

The second public input method used was the public hearing. The Council advertised a public meeting notice in The Homer Index and Village of Homer Website on December 5th, 2023 to present the Community Recreation plan for the Village of Homer for public input on January 9th, 2024. The plan was presented for adoption during the regularly scheduled Village Council meeting on January 9th, 2024 where all Board Members approved the resolution to adopt the Community Recreation Plan.

A copy of the notice of the public meeting and the affidavit of publication for the public meeting have been included in Appendix A.

A copy of the Village Council meeting minutes have been included in Appendix B.

A copy of the resolution adoption the Community Recreation plan dated January 9th, 2024 has been included in Appendix B.

Goals and Objectives

The goals and objects were developed using the public input received and discussed earlier in this document as well as demographic information provided in the 2019 Master Plan.

GOAL #1: MAINTAIN AND IMPROVE TRAILWAY NETWORK BY PROVIDING A WIDE RANGE OF WAYS TO USE THE NETWORK

Objectives:

- Connect Iron Belle, North Country and Homer Trail systems and parks throughout the Village
- Install bike racks and bike fix stations throughout trailway network
- Improve perceived safety by adding call buttons and other safety features

GOAL #2: IMPROVE PUBLIC ACCESS TO WATER IN THE VILLAGE OF HOMER

Objectives:

- Provide recreational access to Homer Lake and the Kalamazoo River
- Current dock area at Homer Lake is inundated by weeds and is difficult to use, update the dock or remove the weeds
- Update and add to handicapped fishing areas in the Village

GOAL #3: PLAN FOR THE RECREATIONAL NEEDS OF ALL AGES AND ABILITIES OF PEOPLE BY PROVIDING A WIDE RANGE OF ACTIVE AND PASSIVE RECREATION OPPORTUNITIES THAT SPAN ALL OF MICHIGAN'S FOUR SEASONS

Objectives:

- Serve an aging population with social, recreation, active and healthy options
- Ensure that all parks are accessible to people with a range of physical capabilities
- Offer a new recreational opportunity within the City
- Plan for each of Michigan's seasons to ensure residents have year-round recreation opportunities

Action Program

Year 1- 2024	Estimated Cost	Funding Sources	Goals Met
Add handicapped parking at all parks	\$7,500	Grants / General Fund	3
Inspect Playground at Webster Street Park	\$2,500	General Fund	3

Year 2- 2025	Estimated Cost	Funding Sources	Goals Met
Add bicycle racks and maintenance stations along trail	\$15,000	Grants / General Fund	1
Renovate court at Webster Street Park, Add Pickleball	\$75,000	Grants / General Fund	3
Update restrooms at Webster Street Park	\$100,000	Grants / General Fund	1,3
Maintain trails, crack seal	\$5,000	Grants	2

Year 3- 2026	Estimated Cost	Funding Sources	Goals Met
Update boat launch at Lakefront Park	\$65,000	Grants / General Fund	2
Evaluate restroom and swimming area at Lakefront Park	\$10,000	Grants / General Fund	2,3

Year 4- 2027	Estimated Cost	Funding Sources	Goals Met
Update handicapped fishing area at Lakefront Park	\$30,000	Grants / General Fund	2,3
Maintain trails, crack seal	\$5,000	Grants	2

Year 5- 2028	Estimated Cost	Funding Sources	Goals Met
Improve river bank and old Mill channel at Grist Mill Park	\$30,000	General Fund	2,3
Update 5-year recreation plan	\$10,000	General Fund	3

Appendix A

My favorite recreation activity in Homer.

Paths & Trails	Playgrounds	Homer Lake Access							
	Running								

W+ WIGHTMAN
it's all about people

What I want to see in Homer's Park System.

Pickle ball

updated fishing dock.

Fill in back water @ Grist mill Park & Clean up banks of river

Splash Pad

What I want to see in Homer's Trail System.

Fitness elements	Connections to neighborhoods	NOT on my LAND						

W+ WIGHTMAN
it's all about people

Previous Input

My favorite recreation activity in Homer.

Xcels.
Well Pland. in winter

Walking Trail
System

Baiting + Fishing
Home Lake

Baseball
Diamonds

Access + Lakes & Rivers

Up Grade Tract / Lakes
Rooms ETC.

Horse shoe pit

Shuffle board

Talk Tubes

W+ WIGHTMAN
it's all about people

What I want to see in Homer's Park System.

X Country SKI +
Snow Shoe TRAILS

Agg Park

Archery Range
Frisbee Golf park

Football/soccer

BIKE Jumps
BIKE RAILS
Bike maintenance station

UPdates Boat Launch
New Docks.

Splash Pad +1
@ water

Impruned Dock
and Boat Access
at Lake

UPdate Handicapped fishing
area @ Homer Lake

Dredge 1st Lake

Sledging Hill

Trap / Skoot Range

ICE SKATING RINK

SKATE BOARD PARK

BAND Shell

Swimming pool

Nex climber

BIKE PATHS
+
DOG PARKS

W+ WIGHTMAN
it's all about people

What I want to see in Homer's Trail System.

Path on N. side of M-60
From Webster/PF
to Tuba over River.

Side walk along W. main
better crossing @ M-60E
main.

Trail side camping areas

Trail side phone or alarm

Path along N. side of D-3
up onto W. side path.

Trails need to be
better marked
(North County)

Mountain biking area

safer crossing of M-60

W+ WIGHTMAN
it's all about people

Appendix B



Homer...is Home!

VILLAGE OF HOMER

Settled in 1832

Home

Departments

The Village of Homer's scheduled Council Meeting on Monday, January 8, 2024 has been moved to **Tuesday January 9, 2024 @ 7:00 pm.**

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01/08/24



EMPLOYMENT POSTINGS



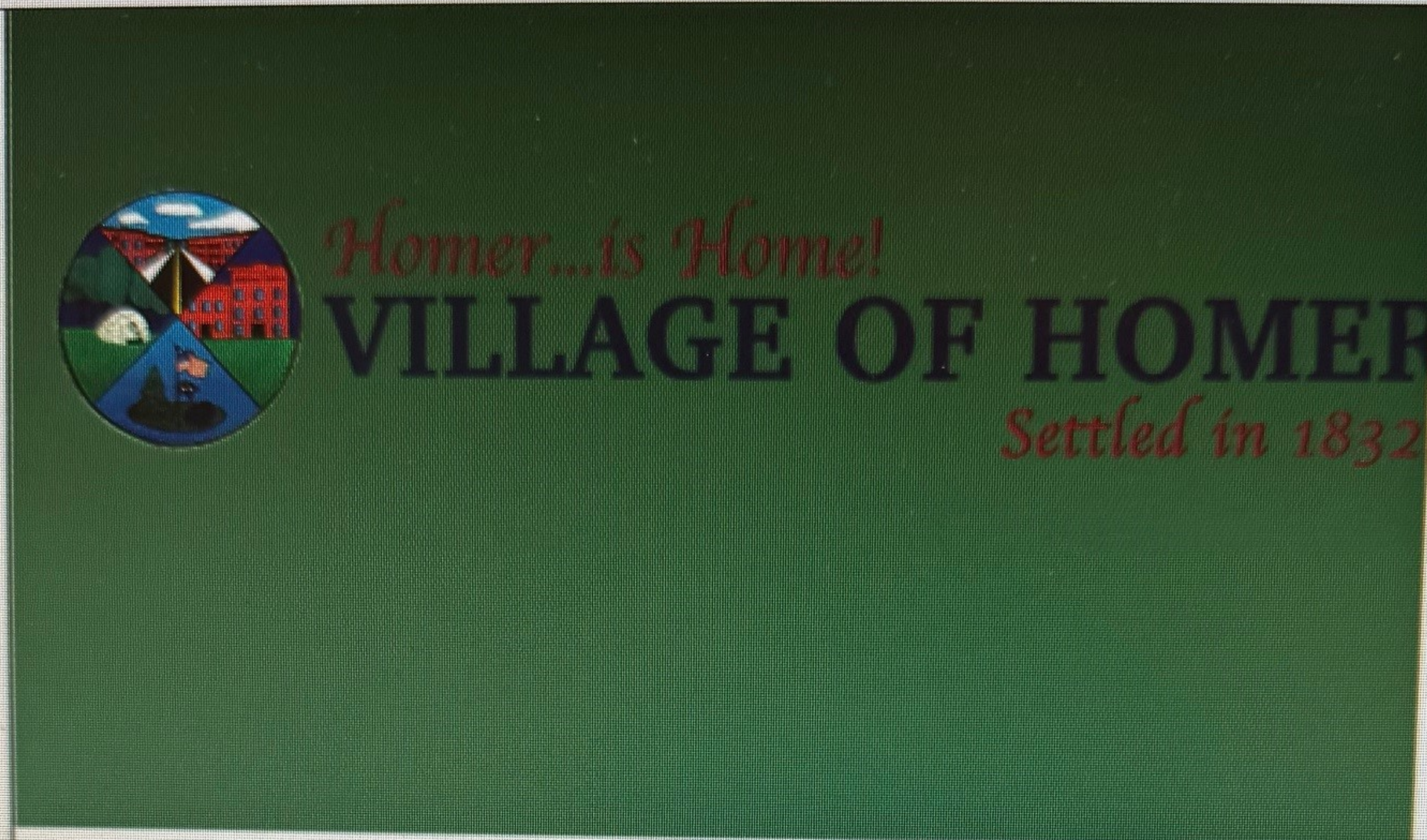
Search






News & Events

2023 Rec Plan Draft



Village of Homer Five-Year Parks and Recreation Plan
2024-2028
 Prepared By 

 Wightman
 2303 Pipestone Rd
 Benton Harbor, MI 449022

DRAFT
DECEMBER 2023

The Village of Homer

The Village of Homer v
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CTRL+D = STRIKETHROUGH

SAMSUNG

Public Notice

NOTICE OF PUBLIC REVIEW AND COMMENT AND NOTICE OF A PUBLIC HEARING ON THE VILLAGE OF HOMER PROPOSED 2024-2028 FIVE-YEAR COMMUNITY RECREATION PLAN

The proposed Village of Homer 2024-2028 Community Recreation Plan will be available for public review and comments beginning Thursday, December 7, 2023, through Monday, January 8, 2024, during normal business hours at the Village of Homer Hall, 130 E. Main Street, Homer, MI 49245, and online at www.homermichigan.org.

The public is invited to review and comment on the plan. Written comments received through January 8, 2024 will receive responses in the final Five-Year Community Recreation Plan. Written comments should be sent to the Village, ATTN: 5 year recreation plan update, 130 E. Main Street, Homer, MI 49245.

The Village of Homer will hold a Public Hearing on the proposed 2024-2028 Five-Year Community Recreation Plan on Monday, January 8, 2024, at 7:00 p.m. at the Village of Homer Hall, 130 E. Main Street, Homer, MI 49245.

Appendix C

**Village of Homer
CALHOUN COUNTY, MICHIGAN**

RESOLUTION ADOPTING 2024 -2028 PARKS AND RECREATION PLAN

RESOLUTION NO. _____

WHEREAS, the Village of Homer has undertaken a Five Year Parks and Recreation Plan which describes the physical features, existing recreation facilities and the desired actions to be taken to improve and maintain recreation facilities during the period between 2024 and 2028, and

WHEREAS, a public hearing was held on Tuesday, January 9th, 2024 at the Village Hall to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Parks and Recreation Plan, and

WHEREAS, the Village of Homer has developed the plan for the benefit of the entire community and to adopt the plan as a document to assist in meeting the recreation needs of the community, and

WHEREAS, after concluding the public hearing, the Village Council voted to adopt said Parks and Recreation Plan.


NOW, THEREFORE BE IT RESOLVED the Village Council hereby adopts the Village of Homer 2024 – 2028 Parks and Recreation Plan as a guideline for improving recreation for the residents of the Village of Homer.

Yeas: 7

Nays: 0

Absent: 0

I, Dawn Renfroe Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Village of Homer Council at a regular meeting thereof held on the 9th day of January, 2024.


Dawn Renfroe
Village of Homer Clerk

**HOMER VILLAGE COUNCIL
REGULAR MEETING MINUTES
TUESDAY, January 9, 2024**

The Regular Meeting of the Homer Village Council was called to order at 7:00pm by President Michael

ROLL CALL

Present: President Michael, Councilman Daglow, Councilman Hrcka & Councilman George, Councilman Renfroe, Councilman Shaw & Councilman Sherman.

CARRIED

Also in attendance were Dawn Renfroe, Jeremy Staggs, Nick Hamilton & Michael Armitage with Calhoun County Consolidated Dispatch Authority.

APPROVAL OF AGENDA

Manager Kale added item #6 and item #7 under New Business.

Motion was made by Councilman Daglow and seconded by Councilman Hrcka to approve the agenda as presented.

CARRIED

MINUTES

Councilman Sherman made a motion, seconded by Councilman Daglow to accept the minutes of the regular meeting held on Monday, December 4, 2023.

CARRIED

PUBLIC VOICE

None

APPOINTED / ELECTED OFFICIALS-COMMENTS

None

SPECIAL ORDER OF BUSINESS

None

CONSENT AGENDA

None

COMMITTEE REPORTS

Executive – President Michael

Discussed policy information.

Fire Board – Councilman Hrcka

Discussed Insurance Policy and Grant information.

Finance

Did not meet.

Public Safety – Councilman George

No concerns addressed.

D.P.W. – Councilman Renfroe & Councilman Shaw

Discussed eliminating old equipment.

Discussed Water tower alarm system

Discussed the new generator for the well house being installed this spring.

Jeremy informed the Council of the status on the Egle requirement of lead pipe replacements throughout the Village.

Lake Board

Did not meet.

Library

Did not meet.

OLD BUSINESS

No Old Business at this time.

MANAGERS REPORT

Manager Kale updated the Council on the Community House Grant.

NEW BUSINESS

1. Motion was made by Councilman Sherman and seconded by Councilman Shaw to approve the Treasurer’s Report as presented.

ROLL CALL VOTE: 7 YES - CARRIED

2. Motion was made by Councilman Sherman and Seconded by Councilman Daglow to approve the January 2024 Budget Amendments.

ROLL CALL VOTE: 7 YES - CARRIED

3. Motion was made by Councilman George and seconded by Councilman Daglow to open the Public Hearing to hear comment on the 2024-2028 Parks and Recreation Plan.

ROLL CALL VOTE: 7 YES– CARRIED

4. Motion was made by Councilman Sherman and Seconded by Councilman Daglow to close the Public Hearing to hear comment on the 2024-2028 Parks and Recreation Plan.

ROLL CALL VOTE: 7 YES – CARRIED

5. Motion was made by Councilman Sherman and Seconded by Councilman Shaw to approve the Resolution Adopting the 2024-2028 Parks and Recreation Plan.

ROLL CALL VOTE: 7 YES – CARRIED

6. Motion was made by Councilman Sherman and Seconded by Councilman Hrcka to approve the 911 Tower Survey dated November 23, 2023. Mike Armitage, CCCD Director, addressed the Council that Calhoun County Consolidated Dispatch will maintain the property in front of the tower. He also stated the tower will be up in 2024 and operational in 2025.

ROLL CALL VOTE: 7 YES – CARRIED

7. Motion was made by Councilman George and Seconded by Councilman Daglow to approve T-Mobile to replace their existing equipment on the water tower.

ROLL CALL VOTE: 7 YES – CARRIED

PUBLIC VOICE

None

CLAIMS PAYABLES

Motion was made by Councilman Renfroe and seconded by Councilman Hrcka to approve the bills, including those previously paid, in the amount of \$157,522.02.

ROLL CALL VOTE: 7 YES - CARRIED

COUNCIL COMMENTS

President Michael stated they are looking into another option for the Employee Opt-Out Insurance benefit.

ADJOURNMENT

Being no further Business to come before the Council, President Michael adjourned the meeting at 7:33 pm.

Respectfully submitted,
Dawn Renfroe
Village of Homer Clerk, Treasurer

Appendix D



January 23, 2024

South Central Michigan Planning Council
300 South Westnedge Avenue
Kalamazoo, MI 49007

Attention: Lee Adams, Director

RE: VILLAGE OF HOMER COMMUNITY RECREATION PLAN

Dear Lee Adams:

Enclosed please find one copy of the 5-year Community Recreation Plan for the Village of Homer. This plan will be on file with the Michigan Department of Natural Resources. Please review the plan and retain it for your records.

If you have any questions, please feel free to contact me.

Very truly yours,

BEN BAKER

Ben Baker, PLA
bbaker@gowightman.com

BENTON HARBOR

▲ 2303 PIPESTONE ROAD
BENTON HARBOR, MI 49022
○ 269.927.0100

ALLEGAN

▲ 1670 LINCOLN ROAD (M-40)
ALLEGAN, MI 49010
○ 269.673.8465

KALAMAZOO

▲ 433 E. RANSOM STREET
KALAMAZOO, MI 49007
○ 269.327.3532

GOWIGHTMAN.COM



January 23, 2024

Calhoun County Community Development
315 West Green Street
Marshall, MI 49068

Attention: Doug Ferrall, Program Manager

RE: VILLAGE OF HOMER COMMUNITY RECREATION PLAN

Dear Doug Ferrall:

Enclosed please find one copy of the 5-year Community Recreation Plan for the Village of Homer. This plan will be on file with the Michigan Department of Natural Resources. Please review the plan and retain it for your records.

If you have any questions, please feel free to contact me.

Very truly yours,

BEN BAKER

Ben Baker, PLA
bbaker@gowightman.com

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○ 269.327.3532

GOWIGHTMAN.COM



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY
LANSING



PHILLIP D. ROOS
DIRECTOR

April 22, 2024

TO: All Interested Citizens, Organizations, and Government Agencies

SUBJECT: **DRINKING WATER STATE REVOLVING FUND (DWSRF)
CATEGORICAL EXCLUSION
City of Springfield
DWSRF Project Number 7671-01**

The purpose of this notice is to advise interested parties of a proposed decision by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) that the criteria for qualifying for a Categorical Exclusion are met and this project will not have a significant adverse impact on the environment or public health, and thus, qualifies for a Categorical Exclusion under Section 5408 of Part 54, Safe Drinking Water Assistance, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA). Consequently, an Environmental Assessment or an Environmental Impact Statement is not required to implement the water supply project discussed in the attached document.

CRITERIA USED IN MAKING THE DETERMINATION

Section 324.5408(5) of Part 54, Safe Drinking Water Assistance, of NREPA, specifies six exclusionary criteria that must be met before EGLE can conclude that a proposed project qualifies for a Categorical Exclusion.

The criteria are as follows:

- (1) The project must not result in an increase in residuals and sludge generated by drinking water processes which would negatively impact the performance of the waterworks system or the disposal methods or would threaten an aquifer recharge zone.*
- (2) The proposed public water supply project must not be designed to provide service to a population greater than 30 percent of the existing population.*
- (3) The proposed public water supply project must not be known, or expected, to directly or indirectly affect cultural areas, fauna or flora habitats, endangered or threatened species, or environmentally important natural resource areas.*
- (4) The proposed public water supply project must not directly or indirectly involve the extension of transmission systems to new service areas.*
- (5) The proposed public water supply project has been shown to be the cost-effective alternative.*
- (6) The proposed public water supply project will not cause significant public controversy.*

PROJECT DETAIL

An attachment describing the proposed project is provided. This information is also available on our website at Michigan.gov/DWSRF under "Additional Links." It presents information related to the proposed project, including the alternative selected, rationale for our decision to grant a Categorical Exclusion, and other pertinent information. Map(s) showing the location of the proposed project are also included.

The attachment provides information and allows appropriate federal crosscutting agencies and state agencies an opportunity to submit information that may impact EGLE's decision prior to its effective date. Significant issues raised by these agencies could result in EGLE staff preparing a full Environmental Assessment.

WHERE DO I SUBMIT COMMENTS?

Any comments regarding this decision should be submitted to:

Lance Wood, Project Manager
Water Infrastructure Funding and Financing Section
Finance Division
Michigan Department of Environment, Great Lakes, and Energy
P.O. Box 30457
Lansing, Michigan 48909-7957

EFFECTIVE DATE OF EGLE'S DECISION ON THE CATEGORICAL EXCLUSION

Absent comments that introduce significant information contrary to EGLE's final determination, the Categorical Exclusion will become effective upon conclusion of the 30-day comment period.

Questions regarding this project can be directed to Lance Wood, Project Manager, Water Infrastructure Funding and Financing Section, Finance Division, by phone at 517-388-5780; by email at Woodl8@Michigan.gov; or you may contact me. Your interest in this process is greatly appreciated.

Sincerely,

Dan Beauchamp

Dan Beauchamp, Section Manager
Water Infrastructure Funding and Financing Section
Finance Division
517-388-3380

Attachment

DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
Drinking Water State Revolving Fund (DWSRF)
City of Springfield, Calhoun County
Categorical Exclusion
April 2024

PROJECT IDENTIFICATION

Applicant: City of Springfield

Address: 601 Avenue A
Springfield, Michigan 49015

Authorized Representative: Chaz Wilkey, DPS Director

Project Number: 7671-01

PROJECT SUMMARY

The city of Springfield (Springfield) is located in the northwest quadrant of Calhoun County, approximately 20 miles east of the city of Kalamazoo. The current population according to the 2020 United States Census, is 5,292 people, and is projected to grow at a conservative 1 percent annually.

Springfield has applied to the DWSRF, a low interest loan program administered by Michigan Department of Environment, Great Lakes, and Energy (EGLE) for assistance in funding a \$7,140,000 project that includes water main replacement, lead service line replacement (LSLR), looping, and replacement of pressure reducing valves (PRVs). A study area has been delineated for the project that equates to the city's entire service area (see Figure 1).

Springfield qualifies under state criteria as a financially overburdened community and is eligible to receive an American Rescue Plan (ARP) grant not to exceed \$3,533,250. The DWSRF is also able to offer Springfield a \$3,606,750 loan with \$36,750 in principal loan forgiveness with funds made available by the Bipartisan Infrastructure Law (BIL) for LSLR. The average residential user rate for a project at this cost are expected to increase by approximately \$8.16 per month. However, the associated cost increase may be reduced by the grant and principal forgiveness Springfield qualifies for.

EXISTING SYSTEM AND NEED FOR THE PROJECT

Springfield's water distribution system is supplied with water from 22 ground water production wells within the city of Battle Creek (Battle Creek). Water is purchased from Battle Creek who is responsible for all water treatment measures and there are 27 existing connections between the two systems. Springfield is a type I (public) water distribution system consisting of almost 40 miles of 4-inch to 12-inch diameter water main. A vast majority of the system is made up of 6-inch and 8-inch diameter cast iron and ductile iron water main.

Springfield operates low- and high-pressure districts, with internal PRVs to maintain these two zones. Springfield only has one active PRV linking these two zones. The system at one point, had an additional three PRVs but these have since been shutoff due to failure. Closed water main valves currently maintain the low- and high-pressure districts.

The proposed project is needed to address aging infrastructure, undersized components, and material risks. Springfield's current water distribution system contains components that were installed between the 1940's and 1960's. The components are nearing the end of their useful life. Increase in frequency of breaks and deterioration of water mains are a threat to public health. Several instances of water main breaks were noted in 2016 and 2017. There are also lead or galvanized service water service lines associated with the aging infrastructure. Lead service lines have been identified in the distribution system and pose a further public health threat. The Michigan Lead and Copper Rule (LCR) requires that these service lines be replaced. Also, to be replaced, are three PRVs which, have exceeded anticipated their useful life.

While work is being done on the water main and service lines, complaints relating to dead-end looping will be addressed. Dead-end water mains can accumulate sediment; efforts to remove dead-end water mains will improve water quality.

PROPOSED PROJECT

The proposed project is estimated to cost \$7,140,000 to construct. Water main replacements will include new 8-inch and 12-inch diameter ductile iron pipe on 20th Street (20th), Avenue A, 5th Street, 6th Street, Goguc Street, Tony Tiger Trail, Barberry Drive, Sleeping Hollow, Locust Street, Wyndtree Drive, Briarcliff Street, Greenbriar Street, and Harmonia Road. Dead-end looping is proposed on Cinderella Circle, Avenue A, and 24th Court. This equates to 17,080 linear feet of replacement water main and looping. In addition, one sanitary manhole will be replaced as it needs to be relocated as a result of the proposed water main routing.

In progression towards compliance with the LCR, Springfield anticipates completing 16 LSLRs. LSLRs are planned in association with water main replacements. Additional improvements include the replacement of three PRVs to maintain pressure districts located at 20th and Upton Avenue (Upton), 28th Street and Upton, and Helmer Road and Upton.

Springfield qualifies for a \$3,533,250 ARP grant as they qualify under state criteria as a financially overburdened community. Springfield has also been offered a 30-year \$3,606,750 DWSRF loan at 2.00 percent interest. In addition, Springfield qualified for \$36,750 in principal loan forgiveness from funds made available by the BIL for LSLR. A project of this cost is expected to increase the rates for an average residential user by \$8.16 per month but the combination of grant and principal loan forgiveness should reduce the financial impact to the customers of the system.

EXISTING ENVIRONMENT AND POTENTIAL ENVIRONMENTAL IMPACTS

No known wetlands, Great Lakes shorelands, floodplains, streams, or surface waters are present within the proposed project scope. There are no adverse impacts anticipated to groundwater or water resources regulated by the state, United States Fish and Wildlife Service (USFWS), or National Park System. The water main replacements and LSLRs are expected to decrease the probability of groundwater leaching and have a beneficial impact on water quality. As outlined in the plans and specifications for the proposed project, all necessary dewatering will be reviewed and approved by the permitting engineer.

Several noteworthy at-risk species habitats have been identified by USFWS near the proposed project work area, including the Copperbelly water snake, Eastern massasauga rattlesnake, Indiana bat, Monarch butterfly, Northern long-eared bat, Tricolored bat, and Whooping crane. It has been determined that the project may affect but is not likely to adversely affect any of the listed species. Additionally, the Michigan Natural Features Inventory (MNFI) rare species review identified several at-risk species, primarily mussel species, that may be adversely

impacted, within 0.5 miles to 1.5 miles of proposed project work. Work is not anticipated to be within any streams or species habitats, but a soil erosion and sedimentation control permit will mitigate any unexpected erosion, siltation, sedimentation, dredging, and water flow disturbance risks to the multiple at-risk mussels identified. Special concern species, the Blanding's turtle, for which there are no legal protection requirements, were also noted in the MNFI review. No work is anticipated to overlap with Blanding's turtle nesting habitat, nor the Tri-colored bat's hibernacula habitat. No land clearing activities are anticipated in at-risk species' habitats. However, approximately 18 trees are estimated to be removed with 1,100 square yards of clearing and grubbing for the 24th Court loop. This does not overlap with the Tri-colored bat population identified within the work area, but compliance with MNFI guidelines where necessary, including winter tree removal, will minimize adverse impacts to the Tri-colored bat maternity colonies and other species dwelling within the project area.

A Section 106 review was completed by the State Historic Preservation Office (SHPO) and determined that the project will have no adverse effect on historic properties within the project area. If the scope of work changes in any way or if archeological material is encountered during construction activities related to the project, work will be halted and SHPO will be contacted immediately.

Twelve Tribal Historical Preservation Officers for five federally identified tribes were contacted requesting comment regarding any potential impact to historic, religious, or cultural resources. To date, no comments have been received.

A complete topographic survey and utility correspondence with all underground utilities will be used to mitigate related impacts. Utility services may be temporarily shut off to ensure safe working conditions. The contractor will be responsible for coordinating service shut off notifications with residents and businesses to minimize disruption associated with construction.

An easement will be obtained by the city from the Burma Center. Railroad permits for 20th and between Upton and Avenue A will be obtained by the city from Amtrak and Canadian National, respectively. Traffic detours, noise, and dust are anticipated. The contractor will be responsible for safety measures and traffic controls during construction. Soil erosion and sedimentation will be properly mitigated, through use of silt fences, straw bales, and manhole covers, in adherence with the soil erosion and sediment control permit requirements. Dust control methods such as water and/or brine will be used to keep dust minimal during excavation. The contractors will sweep the affected roadways on a regular schedule and equipment will be kept in good condition to limit emissions. Construction activities will be mandated to comply with all local noise control ordinance. Workers and visitors may be required to wear earplugs. A positive aesthetic impact is expected for new roadway construction required in places where water main is replaced below roadway. Access to homes and businesses will be maintained and restoration of disturbed areas will be completed in a timely fashion.

No hazardous or contaminated material exposure is anticipated during construction of this project. Asbestos cement pipes will be left in the ground. Waste materials, including lead, will be disposed in the appropriate landfill class in compliance with state and federal guidelines.

PUBLIC PARTICIPATION

A notice for a public meeting was advertised on May 4, 2023, on the city website and Facebook. The project planning document made available for review at the Springfield City Office. The public meeting was held May 15, 2023, 10 days after the advertisement was posted. Meeting discussion included project background, the existing system and needs, principal alternatives and environmental impacts, costs, proposed method of financing, and user costs. Two

questions were received and answered regarding match requirements for the loan and typical submissions and grant funding. The City Council passed a formal resolution adopting the proposed project.

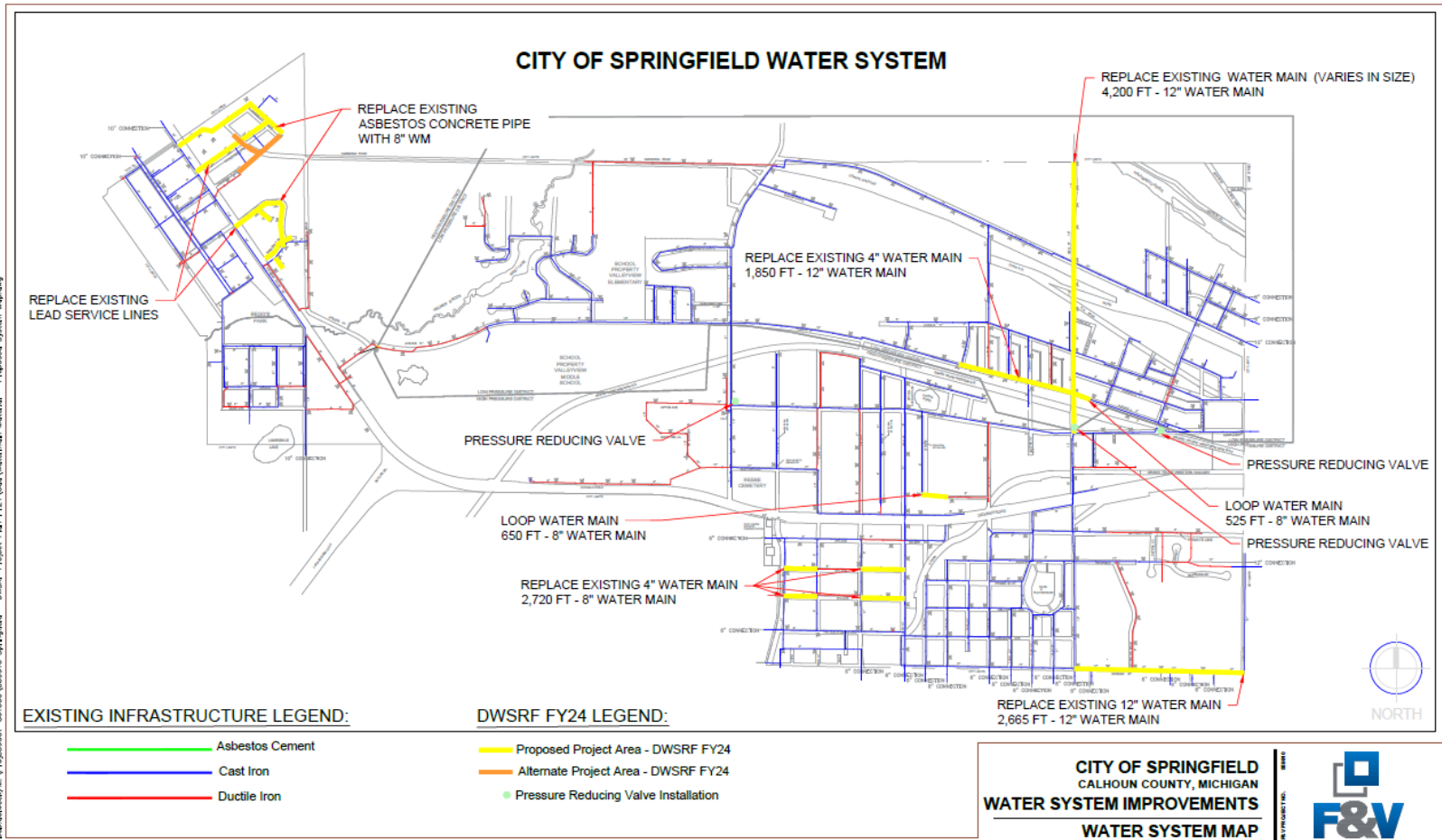
RATIONALE FOR CATEGORICAL EXCLUSION

In accordance with Part 54, Safe Drinking Water Assistance, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, Section 5408(5) specifies criteria that must be met to grant a Categorical Exclusion from further environmental review activity to a proposed DWSRF assisted project. EGLE staff have carefully reviewed the Springfield project planning document and have determined no significant adverse impacts are anticipated as a result of project implementation.

Questions regarding this Categorical Exclusion should be directed to:

Lance Wood, Project Manager
Water Infrastructure Funding and Financing Section
Finance Division
Michigan Department of Environment, Great Lakes, and Energy
P.O. Box 30457
Lansing, Michigan 48909-4957
Telephone: 517-388-5780
Email: WoodL8@Michigan.gov

Figure 1: Existing Infrastructure and Proposed Project Work





February 6, 2024

Dear Friend of Kalamazoo County Parks,

Kalamazoo County Parks and Recreation is pleased and excited to announce that it is in the process of developing a new Park and Recreation Master Plan for Kalamazoo County. The purpose of the 2024-2029 Kalamazoo County Park and Recreation Master Plan will be to provide a logical framework for guiding decisions concerning park and recreation facilities. We hope to identify the essential issues, define the county's role, and establish goals and objectives. The Park and Recreation Commission is placing emphasis on having a plan that will be a practical, working document that will facilitate action towards improving the recreation facilities in Kalamazoo County and we need your help.

You are invited to participate in a master plan public input open house to identify the issues and establish goals specific to parks and recreation on:

Wednesday, February 21 from 4:00p.m.-6:00p.m. in the Main Expo Room at the Kalamazoo County Expo Center & Fairground, 2900 Lake Street, Kalamazoo Michigan.

This will be an open house format and you can arrive and participate at any time between 4PM and 6PM. Your participation will have a direct impact on the planning process of our County Parks.

If you have any questions, or need further information, please do not hesitate to contact me.

Sincerely,

David Rachowicz, Director
Kalamazoo County Parks



NOTICE OF INTENT FOR RECREATION GRANT PROJECTS

This information is requested by authority of Part 19, Act 451 of 1994, to be considered for a MNRTF grant.

1. Name of Project		2. Date
3a. Identity of the applicant agency, organization, or individual:	3b. Indicate below the representative of the applicant to contact for additional information regarding this notice:	
	Name	
	Address (Street/PO Box)	
	City, State, ZIP Code	
	Telephone	
4a. Agency from which assistance will be sought: <input type="checkbox"/> Michigan Department of Natural Resources	Name of Program: _____ Public Law or USC#: _____ <input type="checkbox"/> Michigan Natural Resources Trust Fund Part 19 of Act 451 of 1994	
5. Estimated Cost: FEDERAL: _____ STATE: _____ OTHER: _____ TOTAL: _____	6. Estimated date by which time the applicant expects to formally file an application: _____ 7. Geographic location of the project to be assisted: (indicate specific location as well as city or county. Attach map if necessary). _____	
8. Brief description of the proposed project. This will help the clearinghouse identify agencies of state or local government having plans, programs, or projects that might be affected by the proposed project:		
8a. Type of project:		
8b. Purpose:		
8c. General size or scale:		
8d. Beneficiaries (persons or institutions benefited):		
8e. Indicate the relationship of this project to plans, programs, and other activities of your agency and other agencies (attach separate sheet if necessary):		



AREA WIDE RECREATION AND PLANNING CLEARINGHOUSES

<p>PLANNING REGION 1. LIVINGSTON, MACOMB, MONROE, OAKLAND, ST. CLAIR, WASHTENAW, & WAYNE COUNTIES NOTE: Paper submissions will be denied. Submit by email: infocenter@semcog.org (include email receipt with application)</p>	<p>SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS (SEMCOG) 1001 WOODWARD AVE., SUITE 1400 DETROIT, MI 48226-1904 PHONE: (313) 961-4266 FAX: (313) 961-4869</p>
<p>PLANNING REGION 2. HILLSDALE, JACKSON, & LENAWEE COUNTIES</p>	<p>REGION 2 PLANNING COMMISSION JACKSON COUNTY TOWER BLDG., 9TH FLOOR 120 W MICHIGAN AVE. JACKSON, MI 49201 PHONE: (517) 788-4426 FAX: (517) 788-4635</p>
<p>PLANNING REGION 3. BARRY, BRANCH, CALHOUN, KALAMAZOO, & ST. JOSEPH COUNTIES</p>	<p>SOUTH CENTRAL MICHIGAN PLANNING COUNCIL 300 S WESTNEDGE AVE KALAMAZOO, MI 49007 PHONE: (269) 385-0409 FAX:</p>
<p>PLANNING REGION 4. BERRIEN, CASS, & VAN BUREN COUNTIES</p>	<p>SOUTHWEST MICHIGAN PLANNING COMMISSION 376 WEST MAIN STREET, SUITE 130 BENTON HARBOR, MI 49022-3651 PHONE (269) 925-1137 FAX: (269) 925-0288</p>
<p>PLANNING REGION 5. GENESEE, LAPEER, & SHIAWASSEE COUNTIES</p>	<p>GLS REGION V PLANNING AND DEVELOPMENT COMMISSION 1101 BEACH ST., ROOM 223 FLINT, MI 48502-1470 PHONE: (810) 257-3010 FAX: (810) 257-3185</p>
<p>PLANNING REGION 6. EATON, INGHAM, & CLINTON COUNTIES</p>	<p>TRI-COUNTY REGIONAL PLANNING COMMISSION 3135 PINE TREE ROAD, SUITE 2C LANSING, MI 48911-4234 PHONE: (517) 393-0342 FAX: (517) 393-4424</p>
<p>PLANNING REGION 7. ARENAC, BAY, CLARE, GLADWIN, GRATIOT, HURON, IOSCO, ISABELLA, MIDLAND, OGEMAW, ROSCOMMON, SAGINAW, SANILAC & TUSCOLA COUNTIES</p>	<p>EAST MICHIGAN COUNCIL OF GOVERNMENTS 3144 DAVENPORT AVE., SUITE 200 SAGINAW, MI 48602-3494 PHONE: (989) 797-0800 FAX: (989) 797-0896</p>
<p>PLANNING REGION 8. ALLEGAN, IONIA, KENT, MECOSTA, MONTCALM, OSCEOLA, & OTTAWA COUNTIES</p>	<p>WEST MICHIGAN REGIONAL PLANNING COMMISSION 1345 MONROE AVENUE, NW, SUITE 255 GRAND RAPIDS, MI 49505-4670 PHONE: (616) 774-8400 FAX: (616) 774-0808</p>
<p>PLANNING REGION 9. ALCONA, ALPENA, CHEBOYGAN, CRAWFORD, MONTMORENCY, OSCODA, OTSEGO, & PRESQUE ISLE COUNTIES</p>	<p>NORTHEAST MICHIGAN COUNCIL OF GOVERNMENTS 80 LIVINGSTON BLVD., SUITE U-108 GAYLORD, MI 49734 PHONE: (989) 705-3730 FAX: (989) 732-5578</p>
<p>PLANNING REGION 10. ANTRIM, BENZIE, CHARLEVOIX, EMMET, GRAND TRAVERSE, KALKASKA, LEELANAU, MANISTEE, MISSAUKEE, & WEXFORD COUNTIES</p>	<p>NORTHWEST MICHIGAN COUNCIL OF GOVERNMENTS PO BOX 506 TRAVERSE CITY, MI 49685-0506 PHONE (231) 929-5000 FAX: (231) 929-5012</p>
<p>PLANNING REGION 11. CHIPPEWA, LUCE, & MACKINAC COUNTIES</p>	<p>EASTERN UPPER PENINSULA REGIONAL PLANNING AND DEVELOPMENT COMMISSION 1118 E. EASTERDAY AVE. SAULT STE. MARIE, MI 49783 PHONE: (906) 635-1581 FAX: (996) 635-9582</p>
<p>PLANNING REGION 12. ALGER, DELTA, DICKINSON, MARQUETTE, MENOMINEE, & SCHOOLCRAFT COUNTIES</p>	<p>CENTRAL UPPER PENINSULA PLANNING AND DEVELOPMENT REGIONAL COMMISSION 2950 COLLEGE AVE. ESCANABA, MI 49829 PHONE: (906) 786-9234 FAX: (906) 786-4442</p>
<p>PLANNING REGION 13. BARAGA, GOGEBIC, HOUGHTON, IRON, KEWEENAW, & ONTONAGON COUNTIES</p>	<p>WESTERN UPPER PENINSULA REGIONAL PLANNING AND DEVELOPMENT COMMISSION 326 SHELDON AVE. PO BOX 365 HOUGHTON, MI 49931 PHONE: (906) 482-7205 FAX: (906) 482-9032</p>
<p>PLANNING REGION 14. LAKE, MASON, MUSKEGON, NEWAYGO, & OCEANA COUNTIES</p>	<p>WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION PO BOX 387 / 316 MORRIS AVE., SUITE 340 MUSKEGON, MI 49443-0387 PHONE: (231) 722-7878 FAX: (231) 722-9362</p>



NOTICE OF INTENT FOR RECREATION GRANT PROJECTS

This information is requested by authority of Part 703, Act 451 of 1994, as amended, to be considered for a LWCF grant.

Name of Project	Date	County
Identity of the applicant agency, organization, or individual:		
Indicate below the representative of the applicant to contact for additional information regarding this Notice:		
Name	Telephone Number (including area code)	E-mail Address
Address (Street/PO Box), City, State, ZIP Code		
Agency from which will be sought:		Name of Program
<input type="checkbox"/> Michigan Department of Natural Resources		<input type="checkbox"/> Land and Water Conservation Fund <input type="checkbox"/> Natural Resources Trust Fund
Estimated Federal Cost \$	Estimated State Cost \$	Estimated Other Cost \$
Total Cost \$		
Estimated date by which time the applicant expects to formally file an application		
Geographic location of the project to be assisted (indicate specific location as well as city or county. Attach map if necessary)		
Brief description of the proposed project. This will help the clearinghouse identify agencies of state or local government having plans, programs, or projects that might be affected by the proposed project:		
Type of project	General size of scale project	
Purpose of project		
Beneficiaries (persons or institutions benefited)		
Indicate the relationship of this project to plans, programs, and other activities of your agency and other agencies (attach separate sheet if necessary):		



NOTICE OF INTENT FOR RECREATION GRANT PROJECTS

This information is requested by authority of Part 703, Act 451 of 1994, as amended, to be considered for a LWCF grant.

Name of Project	Date	County
Identity of the applicant agency, organization, or individual:		
Indicate below the representative of the applicant to contact for additional information regarding this Notice:		
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Address (Street/PO Box), City, State, ZIP Code		
Agency from which will be sought:		Name of Program
<input type="checkbox"/> Michigan Department of Natural Resources		<input type="checkbox"/> Land and Water Conservation Fund <input type="checkbox"/> Natural Resources Trust Fund
Estimated Federal Cost \$	Estimated State Cost \$	Estimated Other Cost \$
Total Cost \$		
Estimated date by which time the applicant expects to formally file an application		
Geographic location of the project to be assisted (indicate specific location as well as city or county. Attach map if necessary)		
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Type of project	General size of scale project	
Purpose of project		
Beneficiaries (persons or institutions benefited)		
Indicate the relationship of this project to plans, programs, and other activities of your agency and other agencies (attach separate sheet if necessary):		



NOTICE OF INTENT FOR RECREATION GRANT PROJECTS

This information is requested by authority of Part 19, Act 451 of 1994, to be considered for a MNRTF grant.

1. Name of Project		2. Date
3a. Identity of the applicant agency, organization, or individual:	3b. Indicate below the representative of the applicant to contact for additional information regarding this notice:	
	Name	
	Address (Street/PO Box)	
	City, State, ZIP Code	
	Telephone	
4a. Agency from which assistance will be sought: <input type="checkbox"/> Michigan Department of Natural Resources	Name of Program: _____ Public Law or USC#: _____ <input type="checkbox"/> Michigan Natural Resources Trust Fund Part 19 of Act 451 of 1994	
5. Estimated Cost: FEDERAL: _____ STATE: _____ OTHER: _____ TOTAL: _____	6. Estimated date by which time the applicant expects to formally file an application: _____ 7. Geographic location of the project to be assisted: (indicate specific location as well as city or county. Attach map if necessary). _____	
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AREA WIDE RECREATION AND PLANNING CLEARINGHOUSES

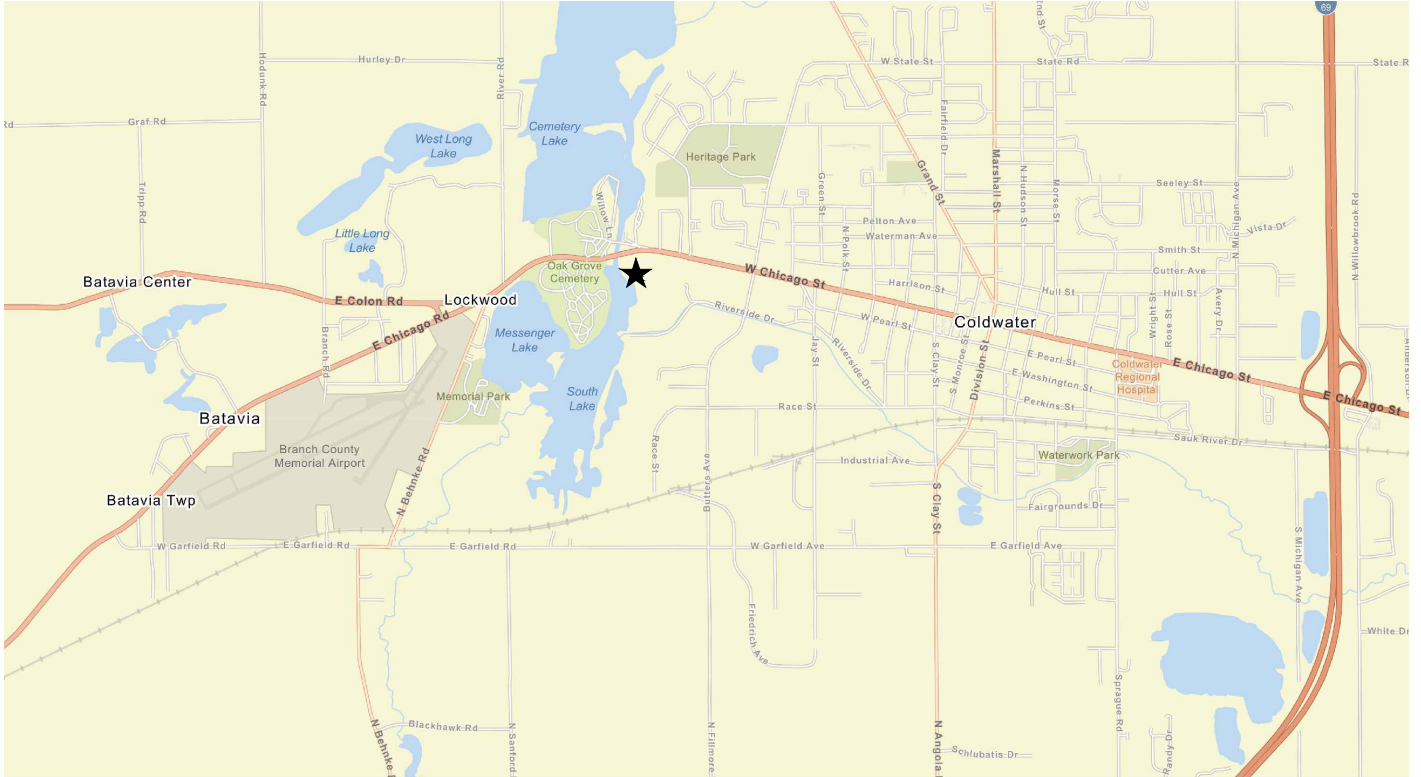
<p>PLANNING REGION 1. LIVINGSTON, MACOMB, MONROE, OAKLAND, ST. CLAIR, WASHTENAW, & WAYNE COUNTIES NOTE: Paper submissions will be denied. Submit by email: infocenter@semcog.org (include email receipt with application)</p>	<p>SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS (SEMCOG) 1001 WOODWARD AVE., SUITE 1400 DETROIT, MI 48226-1904 PHONE: (313) 961-4266 FAX: (313) 961-4869</p>
<p>PLANNING REGION 2. HILLSDALE, JACKSON, & LENAWEE COUNTIES</p>	<p>REGION 2 PLANNING COMMISSION JACKSON COUNTY TOWER BLDG., 9TH FLOOR 120 W MICHIGAN AVE. JACKSON, MI 49201 PHONE: (517) 788-4426 FAX: (517) 788-4635</p>
<p>PLANNING REGION 3. BARRY, BRANCH, CALHOUN, KALAMAZOO, & ST. JOSEPH COUNTIES</p>	<p>SOUTH CENTRAL MICHIGAN PLANNING COUNCIL 300 S WESTNEDGE AVE KALAMAZOO, MI 49007 PHONE: (269) 385-0409 FAX:</p>
<p>PLANNING REGION 4. BERRIEN, CASS, & VAN BUREN COUNTIES</p>	<p>SOUTHWEST MICHIGAN PLANNING COMMISSION 376 WEST MAIN STREET, SUITE 130 BENTON HARBOR, MI 49022-3651 PHONE (269) 925-1137 FAX: (269) 925-0288</p>
<p>PLANNING REGION 5. GENESEE, LAPEER, & SHIAWASSEE COUNTIES</p>	<p>GLS REGION V PLANNING AND DEVELOPMENT COMMISSION 1101 BEACH ST., ROOM 223 FLINT, MI 48502-1470 PHONE: (810) 257-3010 FAX: (810) 257-3185</p>
<p>PLANNING REGION 6. EATON, INGHAM, & CLINTON COUNTIES</p>	<p>TRI-COUNTY REGIONAL PLANNING COMMISSION 3135 PINE TREE ROAD, SUITE 2C LANSING, MI 48911-4234 PHONE: (517) 393-0342 FAX: (517) 393-4424</p>
<p>PLANNING REGION 7. ARENAC, BAY, CLARE, GLADWIN, GRATIOT, HURON, IOSCO, ISABELLA, MIDLAND, OGEMAW, ROSCOMMON, SAGINAW, SANILAC & TUSCOLA COUNTIES</p>	<p>EAST MICHIGAN COUNCIL OF GOVERNMENTS 3144 DAVENPORT AVE., SUITE 200 SAGINAW, MI 48602-3494 PHONE: (989) 797-0800 FAX: (989) 797-0896</p>
<p>PLANNING REGION 8. ALLEGAN, IONIA, KENT, MECOSTA, MONTCALM, OSCEOLA, & OTTAWA COUNTIES</p>	<p>WEST MICHIGAN REGIONAL PLANNING COMMISSION 1345 MONROE AVENUE, NW, SUITE 255 GRAND RAPIDS, MI 49505-4670 PHONE: (616) 774-8400 FAX: (616) 774-0808</p>
<p>PLANNING REGION 9. ALCONA, ALPENA, CHEBOYGAN, CRAWFORD, MONTMORENCY, OSCODA, OTSEGO, & PRESQUE ISLE COUNTIES</p>	<p>NORTHEAST MICHIGAN COUNCIL OF GOVERNMENTS 80 LIVINGSTON BLVD., SUITE U-108 GAYLORD, MI 49734 PHONE: (989) 705-3730 FAX: (989) 732-5578</p>
<p>PLANNING REGION 10. ANTRIM, BENZIE, CHARLEVOIX, EMMET, GRAND TRAVERSE, KALKASKA, LEELANAU, MANISTEE, MISSAUKEE, & WEXFORD COUNTIES</p>	<p>NORTHWEST MICHIGAN COUNCIL OF GOVERNMENTS PO BOX 506 TRAVERSE CITY, MI 49685-0506 PHONE (231) 929-5000 FAX: (231) 929-5012</p>
<p>PLANNING REGION 11. CHIPPEWA, LUCE, & MACKINAC COUNTIES</p>	<p>EASTERN UPPER PENINSULA REGIONAL PLANNING AND DEVELOPMENT COMMISSION 1118 E. EASTERDAY AVE. SAULT STE. MARIE, MI 49783 PHONE: (906) 635-1581 FAX: (996) 635-9582</p>
<p>PLANNING REGION 12. ALGER, DELTA, DICKINSON, MARQUETTE, MENOMINEE, & SCHOOLCRAFT COUNTIES</p>	<p>CENTRAL UPPER PENINSULA PLANNING AND DEVELOPMENT REGIONAL COMMISSION 2950 COLLEGE AVE. ESCANABA, MI 49829 PHONE: (906) 786-9234 FAX: (906) 786-4442</p>
<p>PLANNING REGION 13. BARAGA, GOGEBIC, HOUGHTON, IRON, KEWEENAW, & ONTONAGON COUNTIES</p>	<p>WESTERN UPPER PENINSULA REGIONAL PLANNING AND DEVELOPMENT COMMISSION 326 SHELDON AVE. PO BOX 365 HOUGHTON, MI 49931 PHONE: (906) 482-7205 FAX: (906) 482-9032</p>
<p>PLANNING REGION 14. LAKE, MASON, MUSKEGON, NEWAYGO, & OCEANA COUNTIES</p>	<p>WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION PO BOX 387 / 316 MORRIS AVE., SUITE 340 MUSKEGON, MI 49443-0387 PHONE: (231) 722-7878 FAX: (231) 722-9362</p>



NOTICE OF INTENT FOR RECREATION GRANT PROJECTS

This information is requested by authority of Part 703, Act 451 of 1994, as amended, to be considered for a LWCF grant.

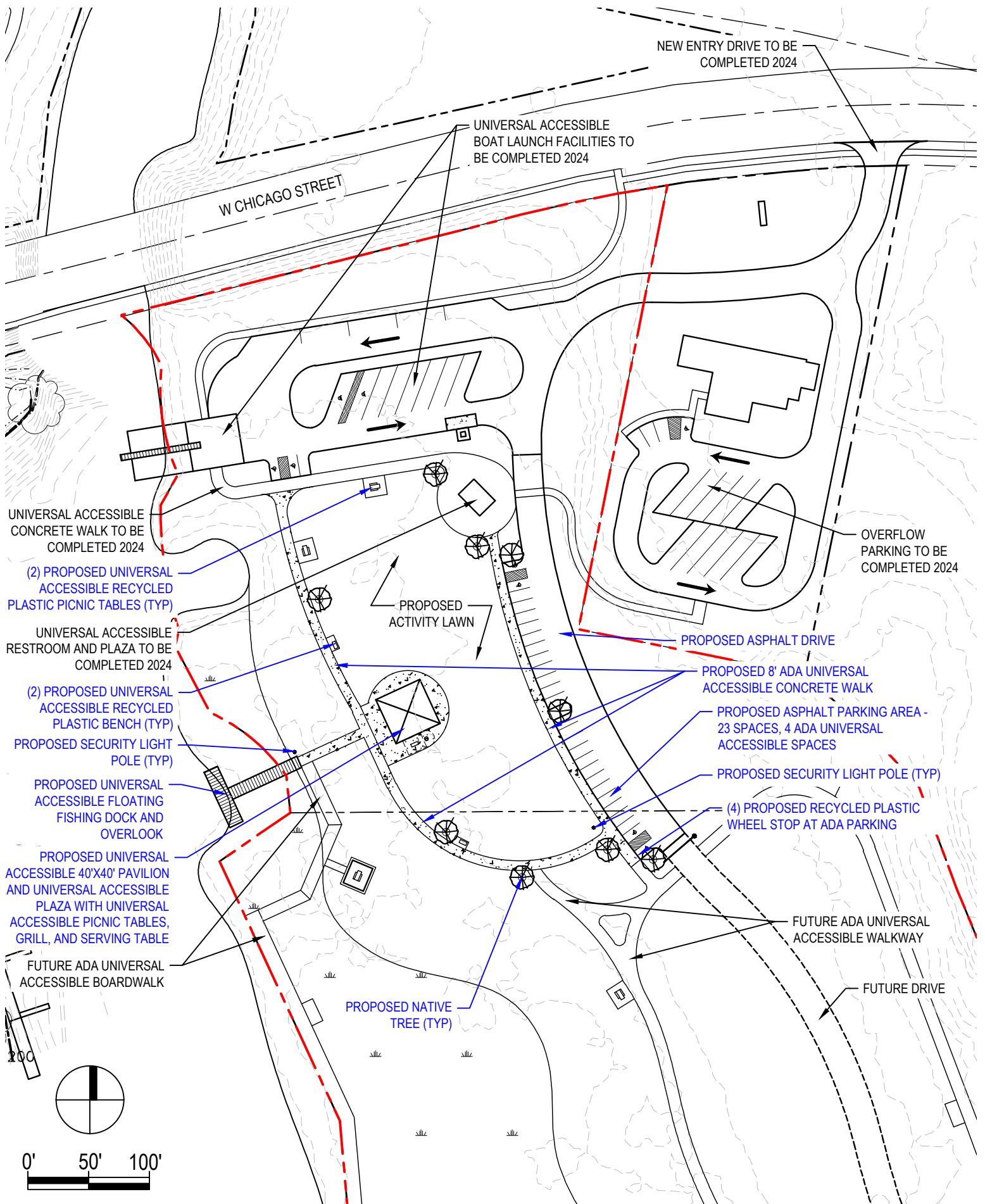
Name of Project	Date	County	
Identity of the applicant agency, organization, or individual:			
Indicate below the representative of the applicant to contact for additional information regarding this Notice:			
Name	Telephone Number (including area code)	E-mail Address	
Address (Street/PO Box), City, State, ZIP Code			
Agency from which will be sought:		Name of Program	
<input type="checkbox"/> Michigan Department of Natural Resources		<input type="checkbox"/> Land and Water Conservation Fund <input type="checkbox"/> Natural Resources Trust Fund	
Estimated Federal Cost \$	Estimated State Cost \$	Estimated Other Cost \$	Total Cost \$
Estimated date by which time the applicant expects to formally file an application			
Geographic location of the project to be assisted (indicate specific location as well as city or county. Attach map if necessary)			
Brief description of the proposed project. This will help the clearinghouse identify agencies of state or local government having plans, programs, or projects that might be affected by the proposed project:			
Type of project		General size of scale project	
Purpose of project			
Beneficiaries (persons or institutions benefited)			
Indicate the relationship of this project to plans, programs, and other activities of your agency and other agencies (attach separate sheet if necessary):			

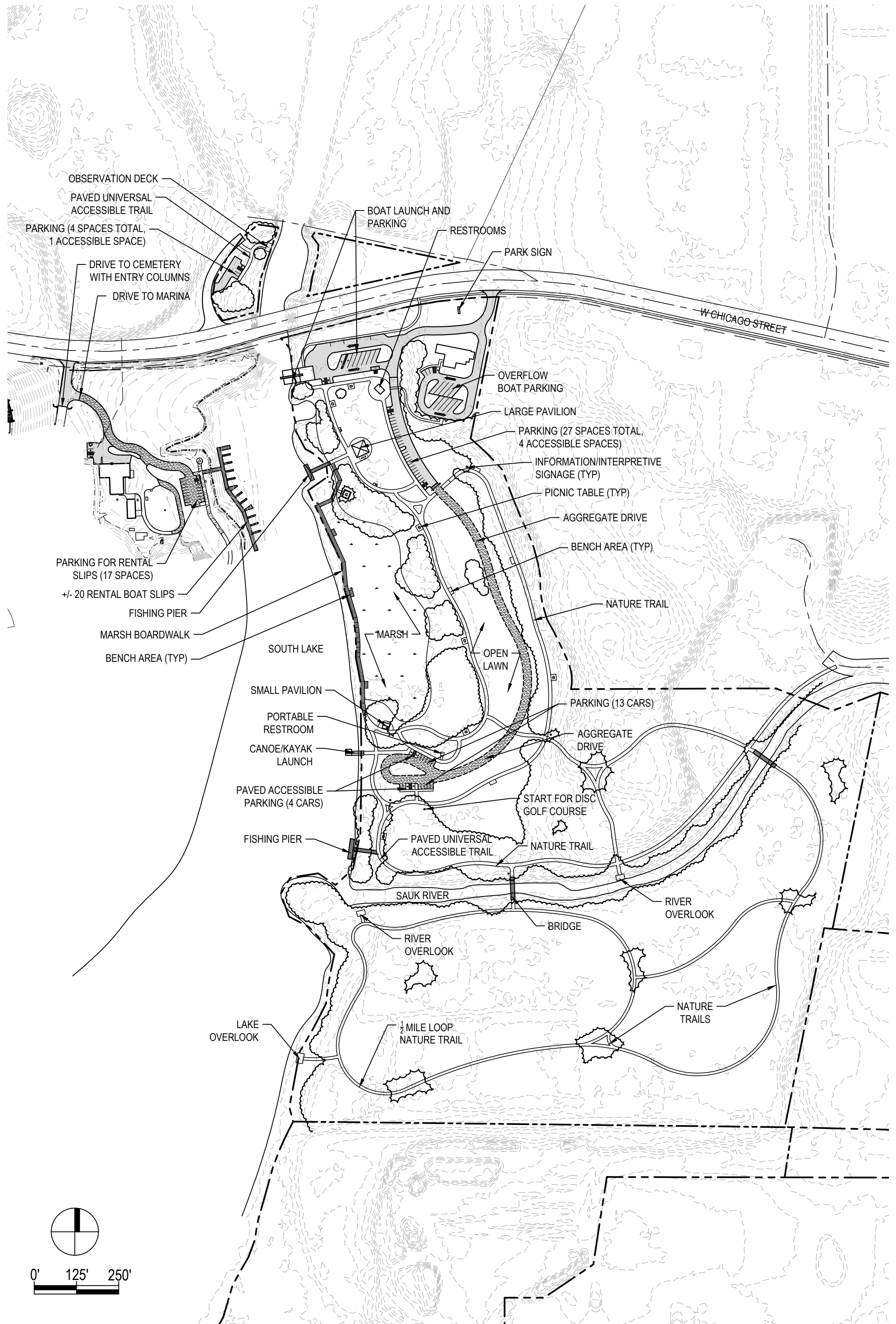


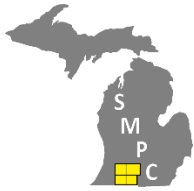
PROJECT ADDRESS:
 W. CHICAGO STREET
 COLDWATER, MI 49036



LOCATION MAP
 NO SCALE







Southcentral Michigan Planning Council

300 South Westnedge Avenue · Kalamazoo, Michigan 49007

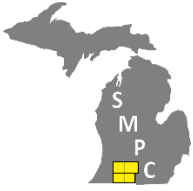
Phone: (269) 385-0409 · Fax: (269) 343-3308 · Email: info@smpcregion3.org

Board Meeting Agenda

MEETING DATE: Wednesday, April 24, 2024
MEETING TIME: 11:30 am
MEETING LOCATION: Road Commission of Kalamazoo County
4400 S 26th St
Kalamazoo, MI 49048

1. Call to Order
2. Representative Attendance [Action]
3. Approval of the Agenda [Action]
4. Approval of the Minutes [Action]
5. Public Comment
6. Transportation
 - a. KATS report
 - b. 2025 Transportation Work Program [Action]
7. Update on EDA Relationship and Work
 - a. Staff update and discussion
 - b. Committee to provide guidance on the work
8. EPA Regional Brownfield Grant
 - a. Update on the work
9. Staff Report/Other
 - a. Update on Planning Work
 - i. St. Joseph County Joint Plan
 - ii. Constantine TIF
 - b. Annual Report
 - c. Monthly Correspondence
10. Representative Comments
11. Adjournment

Next Meeting: May 22, 2024



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: Wednesday, January 24, 2024
MEETING TIME: 11:30 am
MEETING LOCATION: Road Commission of Kalamazoo County
3801 E Kilgore Rd
Kalamazoo, MI 49001

1. Call to Order
 - a. The meeting was called to order at 11:38am.
2. Representatives in Attendance
 - a. Bomba
 - b. Gisler
 - c. Hazelbaker
 - d. Frisbie
 - e. Drost
 - f. Coney
3. Others in attendance
 - a. Adams
 - b. Lendel
 - c. Petz
 - d. Pittelko
4. Approval of the Agenda
 - a. **Hazelbaker made a motion to approve the agenda.**
 - i. Frisbie seconded the motion.
 - ii. Approved by unanimous consent.
5. Approval of the Minutes
 - a. **Bomba made a motion to approve the minutes.**
 - i. Drost seconded the motion.
 - ii. Approved by unanimous consent.
6. Annual Meeting Items
 - a. Adoption of the Public Notice
 - i. **Drost made a motion to approve the public notice.**
 - 1) Frisbie seconded the motion.
 - 2) The motion carried.
 - b. Adoption of a FY 2024 Budget
 - i. Staff led a discussion of the proposed budget.
 - ii. **Coney made a motion to adopt the budget.**
 - 1) Drost seconded the motion.
 - 2) The motion carried.
 - c. Election of Officers (serving Oct 2023-Sept 2024)
 - i. **Frisbie made a motion to reappoint Carahaly as Chair, Hazelbaker as Vicechair, and Bomba as Secretary/Treasurer.**
 - 1) Coney seconded the motion.
 - 2) The motion carried.

7. Public Comment
 - a. None made.
8. Transportation
 - a. KATS staff gave a verbal and written report on its activities in November and December.
 - b. The board had several questions about the Rural Task Force and Small Urban Program functions and urban boundaries. A discussion about those programs ensued.
9. Update on EDA Relationship and Work
 - a. Staff gave a brief update on the work. The work was mostly dormant as other projects were recently a higher priority.
10. EPA Regional Brownfield Grant
 - a. Staff gave the board an update on the work. The funding is mostly expended. Staff is trying to tie up all loose ends and gather all scraps of funding to bundle for one or two final projects.
11. Staff Report/Other
 - a. Recognition of Art Kale and his contributions to SMPC
 - i. The board supported the idea of formally recognizing Art. Bomba thought we should present it at a Calhoun County Board meeting. Staff will coordinate with Bomba to move forward with the recognition.
 - b. Update on Planning Work
 - i. Staff informed the board of the progress towards completing the St. Joseph County Joint Plan. Staff began reviewing the existing master plans and planning a kick-off meeting.
 - ii. Staff gave a brief update on the Constantine TIF work.
 - c. Monthly Correspondence was attached to the digital version of the packet.
12. Representative Comments
 - a. Drost:
 - i. Mentioned the upcoming CEO Summit to discuss the regional childcare plan.
 - ii. Kalamazoo Township tax abatement technical assistance.
 - b. Bomba:
 - i. Said that housing is a huge topic in Calhoun County.
 - ii. Solar power is also a hot topic with a number of hidden issues (roads).
 - iii. Parks millage back on the ballot.
 - iv. Transportation authority was recently formed.
 - c. Hazelbaker:
 - i. County Administrator Bud Norman is going to retire at the end of the year.
 - ii. Branch County had a community-wide discussion on homelessness. The County has a significant population of transient workers who are attracted to Coldwater but often do not have the means to return to their home areas.
 - d. Gisler:
 - i. The County is going to change corporate counsel again.
13. Adjournment
 - a. Coney made a motion to adjourn the meeting at 1:22pm.

Next Meeting: February 28, 2024



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: Steven Stepek, KATS Executive Director
DATE: April 22, 2024
SUBJECT: Southcentral Michigan Planning Council Report

During the months of February and March, 2024, 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:

- Completed work on 2023 Federal Aid Road Condition Reports for each county in Region 3 and posted copies to the SMPC website's Transportation page
- Continued to work with Rural Task Force and Small Urban eligible agencies to resolve programming issues and answer questions on procedures
- Polled member agencies for a date to hold a public meeting of the Coldwater-Quincy Small Urban Task force to consider a request to change the location of the Coldwater's 2025 project. The meeting was scheduled for March 19, 10:00 a/m. at the Coldwater Municipal Building
- Generated meeting materials and posted notices for the March 19 Coldwater-Qincy Small Urban Task Force meeting
- Attended online PASER data collection classes
- Started work on scheduling 2024 PASER data collection
- Started a comprehensive update to contact information for both Small Urban and Rural Task Force programs. This includes new and changed urban areas resulting from 2020 Census results that will be used starting FY 2025
- Completed collection of Highway Performance Monitoring System (HPMS) data updates and populating the MDOT master spreadsheet in preparation for submission in April
- Facilitated the March 19 Coldwater-Quincy Small Urban meeting, generated meeting minutes, and forwarded all necessary materials and project application to MDOT Planning for use in programming the approved project change
- Worked with Branch County Road Commission on documentation needed to generate a JobNet change request for updated funding for their 2024 Rural Task Force project
- Generated a draft of the FY 2025 Transportation Work Program for SMPC, incorporating updated MDOT and TAMC verbiage and work items. Forwarded on to the SMPC director for approval and submission to MDOT

Anticipated future activities include:

- Continued updating and entering project data in JobNet for the 2023 - 2026 Transportation Improvement Programs as project data sheets are submitted or as otherwise needed
- Scheduling and facilitating public meetings for consideration and approval of Rural Task Force and Small Urban changes to the 2023 – 2026 Transportation Improvement Program as needed.
- Submitting updated HPMS data to MDOT
- Scheduling and performing road condition data on Region federal aid roads not rated in 2023 as well as non-federal aid roads as time and funding allow. This will include assisting Branch County Road Commission with rating their entire non-federal aid system (paved and gravel), which were approved by TAMC for use of one-time supplemental funding for FY 2024
- Scheduling and holding meetings for consideration of Rural Task Force and Small Urban projects for the 2026-2029 Transportation Improvement Program (TIP) once calls for projects are issued by MDOT Planning

FY 2025 Regional Transportation Planning Work Program

Region 3

Southcentral Michigan Planning Council



Approved: **XXXXX X**, 2024

Southcentral Michigan Planning Council

300 South Westnedge Avenue
Kalamazoo, MI 49007

Phone: 269-385-0409
Email: adams@upjohn.org

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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 to contract various planning services to be performed by the State Planning and Development Regions, also known as Regional Planning Agencies (RPAs), to assist BTP and local units of government. Each RPA could potentially have up to four project authorizations as a result of what is approved under this work program.

The RTPP requires each participating regional planning agency (except Southeast Michigan Council of Governments) have an annual work program in accordance with a three-year Master Agreement. Since 1984, the State Legislature has set a line-item budget of \$488,800 of Act 51's Michigan Trunk line Fund (MTF) for the RTPP. Identified transportation planning services funding with MTF includes the following work elements to assist MDOT and local communities: Program Management, Technical Assistance to MDOT, Technical Assistance to Member Agencies, Public Involvement and Consultation Process for Non-Metropolitan Areas, Access Management, specific eligible activities with the Pure Michigan Byway Program, Non-motorized Mapping and Investment Plan, Rural Safety Planning, and Asset Management. Each regional planning agency may divide and prioritize their allocation of these work elements based on the transportation needs of their region.

Rural Task Force and Small Urban Program assistance and Air Quality Conformity Planning are administered under a separate project authorization and funded with Statewide Planning and Research (SPR) grant funding. The funding requested for this assistance and planning is \$382,260 and has increased from last year due to the new FY26-29 State Transportation Improvement Program (STIP) that will need to be developed and coordinated. As above, each regional planning agency may divide and prioritize their allocation of these work elements based on the transportation needs of their region.

Planning grant activities for the Byways Program are funded with SPR and administered under a separate project authorization. A more detailed Byways Work Plan and Budget will be required if an RPA budgets for byways administrative activities under the transportation planning services project authorization and/or applies for planning grant implementation activities under this planning grant activity SPR authorization. The byways work plans and budgets are submitted to the Byways Program Manager for review and SPR requests will be ranked and prioritized if funding availability exceeds requests.

The last activity, Asset Management, is administered by the Asset Management Section of MDOT under a separate project authorization

SOUTHCENTRAL MICHIGAN PLANNING COMMISSION FY 2025 PROGRAM

The SMPC entered into an agreement with the Kalamazoo Area Transportation Study (KATS) to provide staffing for the Transportation Program through FY 2026. SMPC and KATS will work to provide technical support to MDOT and the various agencies within the Region 3 area during FY 2025 (ending September 30, 2025).

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 2025 BUDGET

The following is the estimated budget for FY 2025 utilizing the services of the Kalamazoo Area Transportation Study, the consulting agency for SMPC. For FY 2025, the budget was based on:

- \$26,000 in Michigan Transportation Fund (MTF) Program funds for the Regional Transportation Planning Work Program
- \$26,287 in Statewide Planning and Research (SPR) grant 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 2025 Regional Transportation Planning Work Program are part of the Kalamazoo Area Transportation Study's FY 2025 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 2025 BUDGET TABLE

**Fiscal Year 2025 Regional Transportation Planning Work Program
Region 3- Southcentral Michigan Planning Council
October 1, 2024-September 30, 2025**

Work Element	Project	Salary	Fringe	Indirect	Other	MTF	SPR	MTF	Hours	Budget
3101	Program Management	\$1,561	\$973	\$526	\$5,000	\$8,060			94	\$8,060
3102	Technical Assistance to MDOT	\$2,786	\$1,737	\$937	\$0	\$5,460			57	\$5,460
3103	Technical Assistance to Member Agencies	\$3,715	\$2,317	\$1,248	\$0	\$7,280			76	\$7,280
3104	Public Involvement & Consultation Process for Non-Metropolitan Areas	\$398	\$248	\$134	\$0	\$780			4	\$780
3105	Access Management	\$133	\$83	\$44	\$0	\$260			1	\$260
3106	Pure Michigan Byway Program- Admin	\$133	\$83	\$44	\$0	\$260			1	\$260
3107	Non-motorized Mapping and Investment Plan	\$398	\$248	\$134	\$0	\$780			4	\$780
3108	Rural Safety Planning	\$1,592	\$993	\$535	\$0	\$3,120			24	\$3,120
3109	Management of the Rural Task Force and Small Urban Programs	\$11,937	\$7,444	\$4,014	\$0		\$23,395		328	\$23,395
3110	RTF/Small Urban Public Involvement and Consultation Process	\$1,073	\$669	\$361	\$0		\$2,103		22	\$2,103
3111	Air Quality Conformity Planning	\$268	\$167	\$91	\$0		\$526		3	\$526
3112	Byways Program - Planning Grant Activities	\$134	\$84	\$45	\$0		\$263		1	\$263
3113	Asset Management	\$22,451	\$14,000	\$7,549	\$11,000			\$55,000	737	\$55,000
TOTALS		\$46,579	\$29,046	\$15,662	\$16,000	\$26,000	\$26,287	\$55,000	1352	\$107,287

Funds classified as other have been set aside for:

3101 Work completed by SMPC staff

3113 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. In the miscellaneous line, please provide a comment for what this was used for if under \$2,500 and no receipt is provided
 - 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: \$8,060 (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 and implementation 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. Ensure that email distribution lists are updated with OPT and transit agency staff changes.
 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:
 - a) 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. Staff will attend HPMS Training as needed.
-

- b) Traffic Data Collection for Federal Reporting & 2026 MIRE FDE Requirement
Provide support to MDOT in the 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 and BIL as well as the 2026 MIRE FDE Requirement of count-based AADTs on all public roads.
- c) 2020 Census Statewide Review – NFC Review
After the U.S. Census Bureau approves the 2020 ACUB boundaries, MDOT staff will prepare informational materials for distribution pertaining to the 2020 Statewide NFC Review. MDOT will ask RPA staff to assist in meeting coordination with transportation stakeholders. These meetings will consist of jurisdictional agencies and other transportation stakeholders proposing and reviewing National Functional Classification (NFC) revisions to the Act 51 certified public roads within their planning boundary. MDOT staff may request materials such as traffic counts, worksheets, maps, local letters of concurrence, signed resolutions, and Act 51 certifications to process the proposed NFC revisions. The proposed revisions will be reviewed by MDOT staff. If MDOT is in concurrence, the proposals would then be submitted to FHWA for final review.
- d) Model Inventory of Roadway Element (MIRE) Fundamental Data Elements (FDE)
Model Inventory Roadway Elements (MIRE) Fundamental Data Elements (FDE) is a federal reporting requirement for safety roadway data under federal statute § 924.17. RPA and local agency participation in the MIRE data collection process is considered part of the requirements in fulfilling Data Collection responsibilities to MDOT.

RPA's are asked to coordinate with their local agencies and MDOT staff to perform annual maintenance and validating (6) data items. The six (6) data items that local agencies and RPA staff will be requested to review will be: Surface type, number of through lanes, access control, median type, facility type, and traffic control.

The review of these data items will be done within Roadsoft. Deliverables to MDOT will be exported from Roadsoft. RPAs and Local Agencies that require additional training with Roadsoft MIRE tools can follow this hyperlink: [MIRE Roadsoft Training Recording](#) or contact MDOT at MDOT-MIRE-FDE@michigan.gov. Further information regarding statewide MIRE data collection can be found using the following hyperlinks:

- Roadsoft Roundup: [Model Inventory of Roadway Elements Fundamental Data Elements | Roadsoft](#)
- [MDOT MIRE FDE Experience Builder](#)

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: \$5,460 (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 manager with a copy of any reports produced as a result of the activities listed above.

Budget \$7,280 (MTF)

3104 Public Involvement and Consultation Process for Non-Metropolitan Areas

Objectives

- To provide for non-metropolitan local official participation in the development of the SLRTP and the STIP.
- To provide opportunities for the public to review and comment in the development of the SLRTP 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. Partner with educating and training local officials regarding state and federal-funded programs, policy applications and other key information.
4. 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: \$780 (MTF)

3105 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)

3106 Pure Michigan Byway Program – Administrative Only

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.

MTF Eligible Activities

1. Provide guidance to local grassroots organizations seeking to nominate a state highway as a Pure Michigan Byway or National Scenic Byway.
2. 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.
3. Provide opportunities for public involvement activities related to the byway.
4. Ensure the byway corridor management plan is up to date.
5. Conduct studies of the convenience of the byway transportation and visitor-oriented facilities.
6. Attend byways related conferences, workshops, and seminars (this is also an SPR eligible activity).
7. Assist in the management and facilitation of byways meetings.
8. Maintenance of existing byways websites.
9. Review and submit the Byway(s) Work Plan and Budget to MDOT by July 1, 2025 as completed by the byways committee.
10. Review and submit the Byway(s) Evaluation Report for the previous fiscal year by the end of December 2024.

MTF Eligible 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. Serve as a Liaison between the byway committee and MDOT.
3. Provide MDOT digital and hard copies of updated and/or new corridor management plans.

Upon billing submittal: See MDOT Standard Operating Procedures for invoicing

Budget: \$260 (MTF) for administrative duties and maintaining the website

3107 Non-Motorized Mapping and Investment Plan

Objective

- Facilitate the process of completing non-motorized planning efforts for the State of Michigan for the 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 the region.
3. Promote the consideration of bicycle and pedestrian facilities in the overall transportation planning activities.
4. Coordinate with stakeholders and public input.

Products

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: \$780 (MTF)

3108 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. Foster and maintain 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 rural safety plans.

Budget: \$3,120 (MTF)

3109 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, room set-up (in person or hybrid), 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 and/or Small Urban committee.
 3. Ensure project selection for the FY2026-2029 STIP cycle for RTF and small Urban programs. This requires RTF local committee meetings which are required for a STIP Development year.
 4. 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.
 5. Ensure that the fiscal constraint sheets used in the meetings are properly managed with updated allocation balances provided by the MDOT RTF Program Manager and the decisions made by the RTF committees.
 6. Review and monitor the Local Agency Balance Report (LABR) and update the fiscal constraint sheet with current project obligations on a monthly basis.
 7. 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.
 8. 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. This includes the programming of selected projects for the new STIP cycle FY2026-2029.
 9. RPA will submit the 2606 or 2638 forms that reflect the Small Urban committee prioritized projects to the Small Urban Program Manager. The Small Urban Program Manager is responsible for programming the selected projects in JobNet.
 10. 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 Program Manager. In months where there is no meeting 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 Program Manager.
-

11. Attend monthly RTF meetings and educational webinars virtually or in person or watch the posted recordings if staff is unavailable for the meeting times.

Budget: \$23,658 (SPR)

3110 RTF/Small Urban Public Involvement and Consultation Process

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. Document the RTF's public involvement and consultation processes.
2. Participate in statewide RTF and Small Urban related conferences, meetings, seminars, forums, and training sessions on state and federal programs available to local communities.
3. Assist in the creation and maintenance of an e-mail subscription list for managing the electronic distribution of information to local elected officials.

Budget: \$2,103 (SPR - Some items may be funded through the RTF Program)

3111 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 (MITC-IAWG)
- To provide communication of air quality conformity analysis 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 MITC-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: \$526 (MTF)

3112 Pure Michigan Byways Program – Planning Grant Activities

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 the region's geographical boundaries.

SPR Eligible Activities

1. Conduct studies of the convenience of the byway transportation and visitor-oriented facilities.
2. Attend byways related conferences, workshops, and seminars.
3. Marketing/promotional/educational brochure and pamphlet creation, printing, and distribution that advance the safe use and enjoyment of the byway.
4. Website creation or grand scale updates (does not include maintenance costs)
5. Prepare and/or assist a consultant in the development or update of corridor management plans (CMP).

Budget: \$263 (SPR)

3113 Asset Management

The Transportation Asset Management Council (TAMC) approved this policy on March 6, 2024 as it relates to reimbursement of TAMC activities by the RPO/MPO to local agencies.

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 can be found on the TAMC website (<http://www.michigan.gov/tamc>). The MPO/RPO will emphasize these tasks to support the largest PA 51 agencies (agencies that certify a minimum of 100 centerline miles of road) within the planning area when resources are limited. Reimbursement for data collection is provided from the fiscal year of which data was collected only. The fiscal year starts on October 1 and ends on September 30.

The following are procedures and requirements in support of the TAMC.

1. Training Activities:

- a) Attendance at TAMC sponsored training seminar(s) is a reimbursable expense for MPO/RPO and PA 51 agencies including:
 - Pavement Surface Evaluation and Rating (PASER)
 - Inventory-based Rating System for unpaved roadways and Culvert Asset Management.
 - Investment Reporting Tool (IRT)
 - Asset Management Plan Development
 - TAMC Conferences

2. Inventory and Condition Data Collection Participation and Coordination

a) Federal Aid (FA) System:

- i. FA data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
- ii. Organize schedules with PA 51 agencies within MPO/RPO's boundary for participating in FA data collection efforts; ensure all participants of data collection have access to State of Michigan travel reimbursement rates.
- iii. Coordinate, participate and facilitate road surface data collection of the FA, per Act 51 agency, in accordance with the [TAMC Policy for the Collection of Roadway Condition Data](#).
- iv. The RPO/MPO will reimburse local agencies for FA data collection to PA 51 agencies.
- v. Collect unpaved roadway condition data on approximately half of any unpaved FA eligible roadways using the Inventory Based Rating (IBR) System developed by the Michigan Technological University's (MTU) Center for Technology and Training (CTT).
- vi. Consider FA and Non-federal Aid (NFA) data collection on approximately half of the road network together for efficiency in data collection. A best practice is to also collect data on both networks at the same time, reducing travel time and optimizing data collection.

b) Non-Federal Aid (NFA) System:

- i. NFA data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
 - ii. It is required that the RPO/MPO make a formal call for interest for NFA data collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to
-

assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO will notify the PA 51 agencies of funding available and allocate reimbursements for NFA data collection to PA 51 agencies according to the resources and funding available in the manner that best reflects the priorities of their area and supports the TAMC work.

- iii. Coordinate NFA data collection cycles with PA 51 agencies with an emphasis on the top 123 agencies.
- iv. Collect unpaved NFA roadway condition data using the Inventory Based Rating (IBR) System developed by the MTU CTT.
- v. Ensure all participants of data collection understand procedures for data sharing with TAMC as well as [TAMC Policy for the Collection of Roadway Condition Data](#).
- vi. Consider FA and NFA data collection on approximately half of the region road network together for efficiency in data collection. A best practice is to also collect data on both networks at the same time, reducing travel time and optimizing data collection.

c) Culvert Inventory and Condition Data Collection

- i. Culvert inventory and condition data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
- ii. It is required that the RPO/MPO make a formal call for interest for culvert inventory and data collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO will notify the PA 51 agencies of funding available and allocate reimbursements for culvert inventory and data collection to PA 51 agencies according to the resources and funding available in the manner that best reflects the priorities of their area and supports the TAMC work.
- iii. Coordinate culvert inventory and condition data collection cycles with PA 51 agencies with an emphasis on the top 123 agencies.
- iv. Ensure all participants of data collection understand procedures for data sharing with TAMC as well as [TAMC Policy for Collection of Culvert Inventory and Data Condition](#).

3. Equipment

- a) Ensure rating teams have the necessary tools to complete the FA 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. For system requirements please visit [System Requirements | Roadsoft](#)
- b) Communicate any equipment needs and purchases with the MDOT Asset Management Section Manager; laptops are eligible for replacement on a three-year cycle only. Requests and invoices should include the year of the last purchase.
- c) Coordinate with your MDOT Transportation Service Center (TSC) Regional Pavement Engineer to secure an MDOT vehicle and/or request MDOT staff participation in the collection of FA road data.
- d) Ensure the vehicle includes reflective markings and flashing beacon. It is recommended that all rating crew members wear reflective safety vests.

4. 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 NFA Roads.
-

- c) Monitor and report status of data collection efforts to TAMC Coordinator through coordinator calls and/or 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.

5. Technical Assistance

- a) Provide technical assistance to PA 51 agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.
- b) Provide assistance to PA 51 agencies in the development of their Asset Management Plans.
- c) Integrate PASER ratings and asset management into project prioritization criteria:
 - i. Analyze data and develop road preservation scenarios with an emphasis on a mix of fixes vs. worst first.

INVOICING

TAMC will require RPO/MPO to clarify and document invoices by each of the TAMC tasks listed below.

The MDOT invoice form includes directions on how to fill out the invoice and what specific information is required on the invoice for it to be processed. The outline below includes the general activities that fit within each work task. Invoices which are insufficient will be returned to the RPO/MPO for correction prior to payment authorization. Invoices shall be submitted by the end of the MDOT fiscal year.

1. **Training Activities:** Please identify the training session(s) attended during the reporting period. Include travel/wages to and from sessions.

2. **Data Collection**
 - a) **Data collected on FA Roads:** Attach daily work logs, include any applicable travel/wages, and include geographic area covered in the collection. Ensure data submitted to the TAMC.

 - b) **Data collected on NFA Roads:** Attach daily work logs, include total miles rated at applicable rate as well as geographic area covered in the collection. Ensure data submitted to the TAMC.

 - c) **Data Collection for Culverts:** Attach daily work logs, include total number of culverts inventoried and rated at applicable rate as well as geographic area covered in the collection. Ensure data submitted to the TAMC.

 - d) **Equipment & Vehicle Rental:** Provide a list of equipment purchased and date of last purchase. Provide date of MDOT vehicle(s) rented and the reason for the rental.

 - e) **Data Submission Activities:** Include a detailed summary of activities related to managing regional Roadsoft databases and the Laptop Data Collector program, QA/QC of data from collection efforts, and activities related to submitting data files to TAMC via the Investment Reporting Tool application. Ensure all data collected with or without for the TAMC is submitted to the TAMC in a timely manner.

 - f) **Technical Assistance:** Include a detailed summary of activities related to assistance provided to PA 51 agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.

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

Vacancy

Kalamazoo County:

Vince Carahaly, Chair

David Combs

Bronwyn Drost

John Gissler

St Joseph County:

Jeffery Coney

Vacancy

APPENDIX B: SOUTHCENTRAL MICHIGAN PLANNING COUNCIL STAFF AND CONTACT INFORMATION

Lee Adams
SMPC Director
adams@upjohn.org

Emily Petz
Petz@upjohn.org

Website:
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

Steven Stepek, AICP
Executive Director
sstepek@KATSmpo.org

Megan Mickelson, AICP
Associate Planner
mmickelson@katsmpo.org

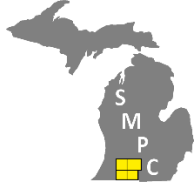
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Elizabeth Rumick
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Erumick@katsmpo.org

Ali Townsend
Associate Planner
atownsend@katsmpo.org

Website:
www.KATSmpo.org

Mailing Address and Phone Number:
Kalamazoo Area Transportation Study
5220 Lovers Lane, Suite 110
Portage, MI 49002
(269) 343-0766



Southcentral Michigan Planning Council

300 South Westnedge Avenue · Kalamazoo, Michigan 49007

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

2023 SMPC Annual Report

2023 was a busy year for the Southcentral Michigan Planning Council (SMPC). The team continued to provide land use, economic development, and other technical assistance to communities in the region and the region as a whole (Branch, Calhoun, Kalamazoo, and St. Joseph counties). 2023 allowed the SMPC Team to continue to work on and finish several projects; those projects are outlined below. Although SMPC's fiscal year coincides with the State's, ending September 30, this annual report covers the calendar year of 2023.

Brownfield Assessments and Environmental Planning

The SMPC team successfully applied for and received funding to assess potential brownfield sites. SMPC received a \$600,000 grant from the Environmental Protection Agency (EPA) to fund phase I, phase II, baseline environmental planning, and other environmental planning costs. The grant was received in 2022 and ends in 2024. At this point, the majority of the funding is expended. Any remaining funding will likely be allocated to projects that have already applied. SMPC Staff, especially Emily Petz, and the SMPC Brownfield Committee worked hard to find eligible projects that positively impacted local communities and the region. Assessing potentially environmentally contaminated sites is an important aspect of economic development and community development.

Projects funded under this grant were located in all four of the SMPC member counties, including our largest metro areas (Kalamazoo and Battle Creek), small towns, and rural areas. We provided funding for small-scale projects and multi-million dollar projects. Funded projects included residential, commercial, and industrial developments. The funding was spread well across the region and across a variety of projects. SMPC will contemplate applying for additional funding since this work was so successful.

Broadband Assistance

SMPC received a grant through the EDA to assist local communities with broadband plans. SMPC staff assisted various community groups with the broadband planning process in 2023. In fact, SMPC staff is partnering with Kalamazoo County to write a broadband plan for the County. The County allocated a portion of its American Rescue Plan Act funding to support the creation of the plan. The team developed a novel methodology for determining broadband access; the team created a web-scraping tool to enter addresses into the internet service provider's websites. The team used this data to help the planning process in Kalamazoo County. The work will conclude in 2024.

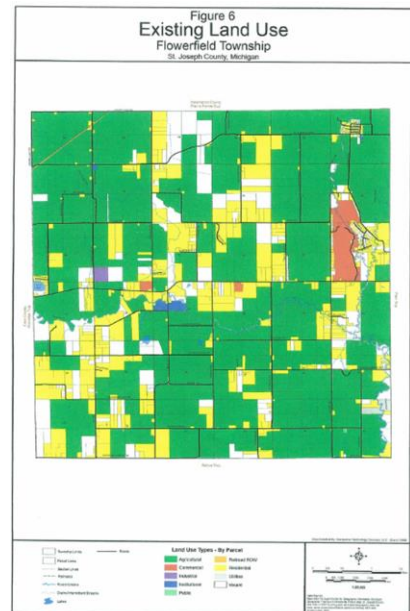
Housing Planning

Housing planning remains an important part of the SMPC portfolio of work. In 2020, SMPC staff built a housing toolkit ([plan4housing.org](https://research.upjohn.org/reports/282/)); the toolkit is available to any community use for planning purposes. In addition, staff uses the toolkit when creating housing plans. The SMPC Team created plans for Kalamazoo County, St. Joseph County, Oshtemo Township, and others outside the region. A copy of the Kalamazoo County Housing Plan is found here: <https://research.upjohn.org/reports/282/>.

SMPC staff will have the capacity to help create housing plans in 2024; if your community is interested in SMPC assistance in creating a housing plan, please contact Lee Adams or Emily Petz (contact information below).

Planning Assistance

SMPC assists communities needing to update or create land use or economic development plans. SMPC offers some services without cost to local governments, but large projects, such as master plans or economic development plans, require SMPC to recover its expenses through contracts. In 2023, SMPC completed plans for Flowerfield Township, Florence Township, and others. Staff also started projects for several other municipalities. If you need land use planning or economic development, contact Lee Adams for more information (contact information below).



Transportation Planning Assistance

SMPC provides transportation planning services to the region through the Kalamazoo Area Transportation Study (KATS).

The Michigan Department of Transportation contracts with SMPC to provide transportation planning services (asset management, rural transportation planning, and the Small Urban Program) on its behalf. SMPC has funds in fiscal year 2023 to assist local communities or counties with transportation planning. Contact Lee Adams (contact information below) or Fred Nagler (269-343-0766) of KATS if you have transportation planning needs.

Workshops

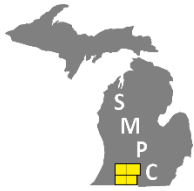
SMPC offers local governments and nonprofits the opportunity to learn about relevant topics through workshops. These workshops focus on topics that are of interest to local communities. In the past, SMPC hosted workshops on alternative energy's impact on land use, economic development, the Open Meetings Act and parliamentary procedure, and marijuana regulations. Please contact Lee Adams with any suggestions on 2024 workshop topics.

SMPC Staff

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Emily Petz, Community
Development Coordinator
petz@upjohn.org

Patrick Hudson, Planner
hudson@upjohn.org



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: Wednesday, April 24, 2024
MEETING TIME: 11:30 am
MEETING LOCATION: Road Commission of Kalamazoo County
4400 S 26th St
Kalamazoo, MI 49048

1. Call to Order
2. Representative Attendance [Action]
3. Approval of the Agenda [Action]
4. Approval of the Minutes [Action]
5. Public Comment
6. Transportation
 - a. KATS report
 - b. 2025 Transportation Work Program [Action]
7. Update on EDA Relationship and Work
 - a. Staff update and discussion
 - b. Committee to provide guidance on the work
8. EPA Regional Brownfield Grant
 - a. Update on the work
9. Staff Report/Other
 - a. Update on Planning Work
 - i. St. Joseph County Joint Plan
 - ii. Constantine TIF
 - b. Annual Report
 - c. Monthly Correspondence
10. Representative Comments
11. Adjournment

Next Meeting: May 22, 2024



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: Steven Stepek, KATS Executive Director
DATE: April 22, 2024
SUBJECT: Southcentral Michigan Planning Council Report

During the months of February and March, 2024, 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:

- Completed work on 2023 Federal Aid Road Condition Reports for each county in Region 3 and posted copies to the SMPC website's Transportation page
- Continued to work with Rural Task Force and Small Urban eligible agencies to resolve programming issues and answer questions on procedures
- Polled member agencies for a date to hold a public meeting of the Coldwater-Quincy Small Urban Task force to consider a request to change the location of the Coldwater's 2025 project. The meeting was scheduled for March 19, 10:00 a/m. at the Coldwater Municipal Building
- Generated meeting materials and posted notices for the March 19 Coldwater-Qincy Small Urban Task Force meeting
- Attended online PASER data collection classes
- Started work on scheduling 2024 PASER data collection
- Started a comprehensive update to contact information for both Small Urban and Rural Task Force programs. This includes new and changed urban areas resulting from 2020 Census results that will be used starting FY 2025
- Completed collection of Highway Performance Monitoring System (HPMS) data updates and populating the MDOT master spreadsheet in preparation for submission in April
- Facilitated the March 19 Coldwater-Quincy Small Urban meeting, generated meeting minutes, and forwarded all necessary materials and project application to MDOT Planning for use in programming the approved project change
- Worked with Branch County Road Commission on documentation needed to generate a JobNet change request for updated funding for their 2024 Rural Task Force project
- Generated a draft of the FY 2025 Transportation Work Program for SMPC, incorporating updated MDOT and TAMC verbiage and work items. Forwarded on to the SMPC director for approval and submission to MDOT

Anticipated future activities include:

- Continued updating and entering project data in JobNet for the 2023 - 2026 Transportation Improvement Programs as project data sheets are submitted or as otherwise needed
- Scheduling and facilitating public meetings for consideration and approval of Rural Task Force and Small Urban changes to the 2023 – 2026 Transportation Improvement Program as needed.
- Submitting updated HPMS data to MDOT
- Scheduling and performing road condition data on Region federal aid roads not rated in 2023 as well as non-federal aid roads as time and funding allow. This will include assisting Branch County Road Commission with rating their entire non-federal aid system (paved and gravel), which were approved by TAMC for use of one-time supplemental funding for FY 2024
- Scheduling and holding meetings for consideration of Rural Task Force and Small Urban projects for the 2026-2029 Transportation Improvement Program (TIP) once calls for projects are issued by MDOT Planning

FY 2025 Regional Transportation Planning Work Program

Region 3

Southcentral Michigan Planning Council



Approved: **XXXXX X**, 2024

Southcentral Michigan Planning Council

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Kalamazoo, MI 49007

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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 to contract various planning services to be performed by the State Planning and Development Regions, also known as Regional Planning Agencies (RPAs), to assist BTP and local units of government. Each RPA could potentially have up to four project authorizations as a result of what is approved under this work program.

The RTPP requires each participating regional planning agency (except Southeast Michigan Council of Governments) have an annual work program in accordance with a three-year Master Agreement. Since 1984, the State Legislature has set a line-item budget of \$488,800 of Act 51's Michigan Trunk line Fund (MTF) for the RTPP. Identified transportation planning services funding with MTF includes the following work elements to assist MDOT and local communities: Program Management, Technical Assistance to MDOT, Technical Assistance to Member Agencies, Public Involvement and Consultation Process for Non-Metropolitan Areas, Access Management, specific eligible activities with the Pure Michigan Byway Program, Non-motorized Mapping and Investment Plan, Rural Safety Planning, and Asset Management. Each regional planning agency may divide and prioritize their allocation of these work elements based on the transportation needs of their region.

Rural Task Force and Small Urban Program assistance and Air Quality Conformity Planning are administered under a separate project authorization and funded with Statewide Planning and Research (SPR) grant funding. The funding requested for this assistance and planning is \$382,260 and has increased from last year due to the new FY26-29 State Transportation Improvement Program (STIP) that will need to be developed and coordinated. As above, each regional planning agency may divide and prioritize their allocation of these work elements based on the transportation needs of their region.

Planning grant activities for the Byways Program are funded with SPR and administered under a separate project authorization. A more detailed Byways Work Plan and Budget will be required if an RPA budgets for byways administrative activities under the transportation planning services project authorization and/or applies for planning grant implementation activities under this planning grant activity SPR authorization. The byways work plans and budgets are submitted to the Byways Program Manager for review and SPR requests will be ranked and prioritized if funding availability exceeds requests.

The last activity, Asset Management, is administered by the Asset Management Section of MDOT under a separate project authorization

SOUTHCENTRAL MICHIGAN PLANNING COMMISSION FY 2025 PROGRAM

The SMPC entered into an agreement with the Kalamazoo Area Transportation Study (KATS) to provide staffing for the Transportation Program through FY 2026. SMPC and KATS will work to provide technical support to MDOT and the various agencies within the Region 3 area during FY 2025 (ending September 30, 2025).

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 2025 BUDGET

The following is the estimated budget for FY 2025 utilizing the services of the Kalamazoo Area Transportation Study, the consulting agency for SMPC. For FY 2025, the budget was based on:

- \$26,000 in Michigan Transportation Fund (MTF) Program funds for the Regional Transportation Planning Work Program
- \$26,287 in Statewide Planning and Research (SPR) grant 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 2025 Regional Transportation Planning Work Program are part of the Kalamazoo Area Transportation Study's FY 2025 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 2025 BUDGET TABLE

**Fiscal Year 2025 Regional Transportation Planning Work Program
Region 3- Southcentral Michigan Planning Council
October 1, 2024-September 30, 2025**

Work Element	Project	Salary	Fringe	Indirect	Other	MTF	SPR	MTF	Hours	Budget
3101	Program Management	\$1,561	\$973	\$526	\$5,000	\$8,060			94	\$8,060
3102	Technical Assistance to MDOT	\$2,786	\$1,737	\$937	\$0	\$5,460			57	\$5,460
3103	Technical Assistance to Member Agencies	\$3,715	\$2,317	\$1,248	\$0	\$7,280			76	\$7,280
3104	Public Involvement & Consultation Process for Non-Metropolitan Areas	\$398	\$248	\$134	\$0	\$780			4	\$780
3105	Access Management	\$133	\$83	\$44	\$0	\$260			1	\$260
3106	Pure Michigan Byway Program- Admin	\$133	\$83	\$44	\$0	\$260			1	\$260
3107	Non-motorized Mapping and Investment Plan	\$398	\$248	\$134	\$0	\$780			4	\$780
3108	Rural Safety Planning	\$1,592	\$993	\$535	\$0	\$3,120			24	\$3,120
3109	Management of the Rural Task Force and Small Urban Programs	\$11,937	\$7,444	\$4,014	\$0		\$23,395		328	\$23,395
3110	RTF/Small Urban Public Involvement and Consultation Process	\$1,073	\$669	\$361	\$0		\$2,103		22	\$2,103
3111	Air Quality Conformity Planning	\$268	\$167	\$91	\$0		\$526		3	\$526
3112	Byways Program - Planning Grant Activities	\$134	\$84	\$45	\$0		\$263		1	\$263
3113	Asset Management	\$22,451	\$14,000	\$7,549	\$11,000			\$55,000	737	\$55,000
TOTALS		\$46,579	\$29,046	\$15,662	\$16,000	\$26,000	\$26,287	\$55,000	1352	\$107,287

Funds classified as other have been set aside for:

3101 Work completed by SMPC staff

3113 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. In the miscellaneous line, please provide a comment for what this was used for if under \$2,500 and no receipt is provided
 - 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: \$8,060 (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 and implementation 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. Ensure that email distribution lists are updated with OPT and transit agency staff changes.
 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:
 - a) 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. Staff will attend HPMS Training as needed.
-

- b) Traffic Data Collection for Federal Reporting & 2026 MIRE FDE Requirement
Provide support to MDOT in the 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 and BIL as well as the 2026 MIRE FDE Requirement of count-based AADTs on all public roads.
- c) 2020 Census Statewide Review – NFC Review
After the U.S. Census Bureau approves the 2020 ACUB boundaries, MDOT staff will prepare informational materials for distribution pertaining to the 2020 Statewide NFC Review. MDOT will ask RPA staff to assist in meeting coordination with transportation stakeholders. These meetings will consist of jurisdictional agencies and other transportation stakeholders proposing and reviewing National Functional Classification (NFC) revisions to the Act 51 certified public roads within their planning boundary. MDOT staff may request materials such as traffic counts, worksheets, maps, local letters of concurrence, signed resolutions, and Act 51 certifications to process the proposed NFC revisions. The proposed revisions will be reviewed by MDOT staff. If MDOT is in concurrence, the proposals would then be submitted to FHWA for final review.
- d) Model Inventory of Roadway Element (MIRE) Fundamental Data Elements (FDE)
Model Inventory Roadway Elements (MIRE) Fundamental Data Elements (FDE) is a federal reporting requirement for safety roadway data under federal statute § 924.17. RPA and local agency participation in the MIRE data collection process is considered part of the requirements in fulfilling Data Collection responsibilities to MDOT.

RPA's are asked to coordinate with their local agencies and MDOT staff to perform annual maintenance and validating (6) data items. The six (6) data items that local agencies and RPA staff will be requested to review will be: Surface type, number of through lanes, access control, median type, facility type, and traffic control.

The review of these data items will be done within Roadsoft. Deliverables to MDOT will be exported from Roadsoft. RPAs and Local Agencies that require additional training with Roadsoft MIRE tools can follow this hyperlink: [MIRE Roadsoft Training Recording](#) or contact MDOT at MDOT-MIRE-FDE@michigan.gov. Further information regarding statewide MIRE data collection can be found using the following hyperlinks:

- Roadsoft Roundup: [Model Inventory of Roadway Elements Fundamental Data Elements | Roadsoft](#)
- [MDOT MIRE FDE Experience Builder](#)

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: \$5,460 (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 manager with a copy of any reports produced as a result of the activities listed above.

Budget \$7,280 (MTF)

3104 Public Involvement and Consultation Process for Non-Metropolitan Areas

Objectives

- To provide for non-metropolitan local official participation in the development of the SLRTP and the STIP.
- To provide opportunities for the public to review and comment in the development of the SLRTP 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. Partner with educating and training local officials regarding state and federal-funded programs, policy applications and other key information.
4. 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: \$780 (MTF)

3105 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)

3106 Pure Michigan Byway Program – Administrative Only

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.

MTF Eligible Activities

1. Provide guidance to local grassroots organizations seeking to nominate a state highway as a Pure Michigan Byway or National Scenic Byway.
2. 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.
3. Provide opportunities for public involvement activities related to the byway.
4. Ensure the byway corridor management plan is up to date.
5. Conduct studies of the convenience of the byway transportation and visitor-oriented facilities.
6. Attend byways related conferences, workshops, and seminars (this is also an SPR eligible activity).
7. Assist in the management and facilitation of byways meetings.
8. Maintenance of existing byways websites.
9. Review and submit the Byway(s) Work Plan and Budget to MDOT by July 1, 2025 as completed by the byways committee.
10. Review and submit the Byway(s) Evaluation Report for the previous fiscal year by the end of December 2024.

MTF Eligible 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. Serve as a Liaison between the byway committee and MDOT.
3. Provide MDOT digital and hard copies of updated and/or new corridor management plans.

Upon billing submittal: See MDOT Standard Operating Procedures for invoicing

Budget: \$260 (MTF) for administrative duties and maintaining the website

3107 Non-Motorized Mapping and Investment Plan

Objective

- Facilitate the process of completing non-motorized planning efforts for the State of Michigan for the 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 the region.
3. Promote the consideration of bicycle and pedestrian facilities in the overall transportation planning activities.
4. Coordinate with stakeholders and public input.

Products

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: \$780 (MTF)

3108 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. Foster and maintain 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 rural safety plans.

Budget: \$3,120 (MTF)

3109 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, room set-up (in person or hybrid), 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 and/or Small Urban committee.
 3. Ensure project selection for the FY2026-2029 STIP cycle for RTF and small Urban programs. This requires RTF local committee meetings which are required for a STIP Development year.
 4. 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.
 5. Ensure that the fiscal constraint sheets used in the meetings are properly managed with updated allocation balances provided by the MDOT RTF Program Manager and the decisions made by the RTF committees.
 6. Review and monitor the Local Agency Balance Report (LABR) and update the fiscal constraint sheet with current project obligations on a monthly basis.
 7. 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.
 8. 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. This includes the programming of selected projects for the new STIP cycle FY2026-2029.
 9. RPA will submit the 2606 or 2638 forms that reflect the Small Urban committee prioritized projects to the Small Urban Program Manager. The Small Urban Program Manager is responsible for programming the selected projects in JobNet.
 10. 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 Program Manager. In months where there is no meeting 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 Program Manager.
-

11. Attend monthly RTF meetings and educational webinars virtually or in person or watch the posted recordings if staff is unavailable for the meeting times.

Budget: \$23,658 (SPR)

3110 RTF/Small Urban Public Involvement and Consultation Process

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. Document the RTF's public involvement and consultation processes.
2. Participate in statewide RTF and Small Urban related conferences, meetings, seminars, forums, and training sessions on state and federal programs available to local communities.
3. Assist in the creation and maintenance of an e-mail subscription list for managing the electronic distribution of information to local elected officials.

Budget: \$2,103 (SPR - Some items may be funded through the RTF Program)

3111 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 (MITC-IAWG)
- To provide communication of air quality conformity analysis 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 MITC-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: \$526 (MTF)

3112 Pure Michigan Byways Program – Planning Grant Activities

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 the region's geographical boundaries.

SPR Eligible Activities

1. Conduct studies of the convenience of the byway transportation and visitor-oriented facilities.
2. Attend byways related conferences, workshops, and seminars.
3. Marketing/promotional/educational brochure and pamphlet creation, printing, and distribution that advance the safe use and enjoyment of the byway.
4. Website creation or grand scale updates (does not include maintenance costs)
5. Prepare and/or assist a consultant in the development or update of corridor management plans (CMP).

Budget: \$263 (SPR)

3113 Asset Management

The Transportation Asset Management Council (TAMC) approved this policy on March 6, 2024 as it relates to reimbursement of TAMC activities by the RPO/MPO to local agencies.

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 can be found on the TAMC website (<http://www.michigan.gov/tamc>). The MPO/RPO will emphasize these tasks to support the largest PA 51 agencies (agencies that certify a minimum of 100 centerline miles of road) within the planning area when resources are limited. Reimbursement for data collection is provided from the fiscal year of which data was collected only. The fiscal year starts on October 1 and ends on September 30.

The following are procedures and requirements in support of the TAMC.

1. Training Activities:

- a) Attendance at TAMC sponsored training seminar(s) is a reimbursable expense for MPO/RPO and PA 51 agencies including:
 - Pavement Surface Evaluation and Rating (PASER)
 - Inventory-based Rating System for unpaved roadways and Culvert Asset Management.
 - Investment Reporting Tool (IRT)
 - Asset Management Plan Development
 - TAMC Conferences

2. Inventory and Condition Data Collection Participation and Coordination

a) Federal Aid (FA) System:

- i. FA data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
- ii. Organize schedules with PA 51 agencies within MPO/RPO's boundary for participating in FA data collection efforts; ensure all participants of data collection have access to State of Michigan travel reimbursement rates.
- iii. Coordinate, participate and facilitate road surface data collection of the FA, per Act 51 agency, in accordance with the [TAMC Policy for the Collection of Roadway Condition Data](#).
- iv. The RPO/MPO will reimburse local agencies for FA data collection to PA 51 agencies.
- v. Collect unpaved roadway condition data on approximately half of any unpaved FA eligible roadways using the Inventory Based Rating (IBR) System developed by the Michigan Technological University's (MTU) Center for Technology and Training (CTT).
- vi. Consider FA and Non-federal Aid (NFA) data collection on approximately half of the road network together for efficiency in data collection. A best practice is to also collect data on both networks at the same time, reducing travel time and optimizing data collection.

b) Non-Federal Aid (NFA) System:

- i. NFA data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
 - ii. It is required that the RPO/MPO make a formal call for interest for NFA data collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to
-

assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO will notify the PA 51 agencies of funding available and allocate reimbursements for NFA data collection to PA 51 agencies according to the resources and funding available in the manner that best reflects the priorities of their area and supports the TAMC work.

- iii. Coordinate NFA data collection cycles with PA 51 agencies with an emphasis on the top 123 agencies.
- iv. Collect unpaved NFA roadway condition data using the Inventory Based Rating (IBR) System developed by the MTU CTT.
- v. Ensure all participants of data collection understand procedures for data sharing with TAMC as well as [TAMC Policy for the Collection of Roadway Condition Data](#).
- vi. Consider FA and NFA data collection on approximately half of the region road network together for efficiency in data collection. A best practice is to also collect data on both networks at the same time, reducing travel time and optimizing data collection.

c) Culvert Inventory and Condition Data Collection

- i. Culvert inventory and condition data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
- ii. It is required that the RPO/MPO make a formal call for interest for culvert inventory and data collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO will notify the PA 51 agencies of funding available and allocate reimbursements for culvert inventory and data collection to PA 51 agencies according to the resources and funding available in the manner that best reflects the priorities of their area and supports the TAMC work.
- iii. Coordinate culvert inventory and condition data collection cycles with PA 51 agencies with an emphasis on the top 123 agencies.
- iv. Ensure all participants of data collection understand procedures for data sharing with TAMC as well as [TAMC Policy for Collection of Culvert Inventory and Data Condition](#).

3. Equipment

- a) Ensure rating teams have the necessary tools to complete the FA 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. For system requirements please visit [System Requirements | Roadsoft](#)
- b) Communicate any equipment needs and purchases with the MDOT Asset Management Section Manager; laptops are eligible for replacement on a three-year cycle only. Requests and invoices should include the year of the last purchase.
- c) Coordinate with your MDOT Transportation Service Center (TSC) Regional Pavement Engineer to secure an MDOT vehicle and/or request MDOT staff participation in the collection of FA road data.
- d) Ensure the vehicle includes reflective markings and flashing beacon. It is recommended that all rating crew members wear reflective safety vests.

4. 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 NFA Roads.
-

- c) Monitor and report status of data collection efforts to TAMC Coordinator through coordinator calls and/or 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.

5. Technical Assistance

- a) Provide technical assistance to PA 51 agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.
- b) Provide assistance to PA 51 agencies in the development of their Asset Management Plans.
- c) Integrate PASER ratings and asset management into project prioritization criteria:
 - i. Analyze data and develop road preservation scenarios with an emphasis on a mix of fixes vs. worst first.

INVOICING

TAMC will require RPO/MPO to clarify and document invoices by each of the TAMC tasks listed below.

The MDOT invoice form includes directions on how to fill out the invoice and what specific information is required on the invoice for it to be processed. The outline below includes the general activities that fit within each work task. Invoices which are insufficient will be returned to the RPO/MPO for correction prior to payment authorization. Invoices shall be submitted by the end of the MDOT fiscal year.

1. **Training Activities:** Please identify the training session(s) attended during the reporting period. Include travel/wages to and from sessions.

2. **Data Collection**
 - a) **Data collected on FA Roads:** Attach daily work logs, include any applicable travel/wages, and include geographic area covered in the collection. Ensure data submitted to the TAMC.

 - b) **Data collected on NFA Roads:** Attach daily work logs, include total miles rated at applicable rate as well as geographic area covered in the collection. Ensure data submitted to the TAMC.

 - c) **Data Collection for Culverts:** Attach daily work logs, include total number of culverts inventoried and rated at applicable rate as well as geographic area covered in the collection. Ensure data submitted to the TAMC.

 - d) **Equipment & Vehicle Rental:** Provide a list of equipment purchased and date of last purchase. Provide date of MDOT vehicle(s) rented and the reason for the rental.

 - e) **Data Submission Activities:** Include a detailed summary of activities related to managing regional Roadsoft databases and the Laptop Data Collector program, QA/QC of data from collection efforts, and activities related to submitting data files to TAMC via the Investment Reporting Tool application. Ensure all data collected with or without for the TAMC is submitted to the TAMC in a timely manner.

 - f) **Technical Assistance:** Include a detailed summary of activities related to assistance provided to PA 51 agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.

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

Vacancy

Kalamazoo County:

Vince Carahaly, Chair

David Combs

Bronwyn Drost

John Gissler

St Joseph County:

Jeffery Coney

Vacancy

APPENDIX B: SOUTHCENTRAL MICHIGAN PLANNING COUNCIL STAFF AND CONTACT INFORMATION

Lee Adams
SMPC Director
adams@upjohn.org

Emily Petz
Petz@upjohn.org

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www.smpcregion3.org

Mailing Address and Phone Number:
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Kalamazoo, MI 49007
269-385-0409

APPENDIX C: KALAMAZOO AREA TRANSPORTATION STUDY STAFF AND CONTACT INFORMATION

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Megan Mickelson, AICP
Associate Planner
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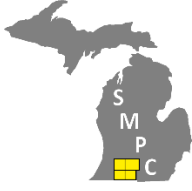
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Elizabeth Rumick
Finance & Administrative Manager
Erumick@katsmpo.org

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



Southcentral Michigan Planning Council

300 South Westnedge Avenue · Kalamazoo, Michigan 49007

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

2023 SMPC Annual Report

2023 was a busy year for the Southcentral Michigan Planning Council (SMPC). The team continued to provide land use, economic development, and other technical assistance to communities in the region and the region as a whole (Branch, Calhoun, Kalamazoo, and St. Joseph counties). 2023 allowed the SMPC Team to continue to work on and finish several projects; those projects are outlined below. Although SMPC's fiscal year coincides with the State's, ending September 30, this annual report covers the calendar year of 2023.

Brownfield Assessments and Environmental Planning

The SMPC team successfully applied for and received funding to assess potential brownfield sites. SMPC received a \$600,000 grant from the Environmental Protection Agency (EPA) to fund phase I, phase II, baseline environmental planning, and other environmental planning costs. The grant was received in 2022 and ends in 2024. At this point, the majority of the funding is expended. Any remaining funding will likely be allocated to projects that have already applied. SMPC Staff, especially Emily Petz, and the SMPC Brownfield Committee worked hard to find eligible projects that positively impacted local communities and the region. Assessing potentially environmentally contaminated sites is an important aspect of economic development and community development.

Projects funded under this grant were located in all four of the SMPC member counties, including our largest metro areas (Kalamazoo and Battle Creek), small towns, and rural areas. We provided funding for small-scale projects and multi-million dollar projects. Funded projects included residential, commercial, and industrial developments. The funding was spread well across the region and across a variety of projects. SMPC will contemplate applying for additional funding since this work was so successful.

Broadband Assistance

SMPC received a grant through the EDA to assist local communities with broadband plans. SMPC staff assisted various community groups with the broadband planning process in 2023. In fact, SMPC staff is partnering with Kalamazoo County to write a broadband plan for the County. The County allocated a portion of its American Rescue Plan Act funding to support the creation of the plan. The team developed a novel methodology for determining broadband access; the team created a web-scraping tool to enter addresses into the internet service provider's websites. The team used this data to help the planning process in Kalamazoo County. The work will conclude in 2024.

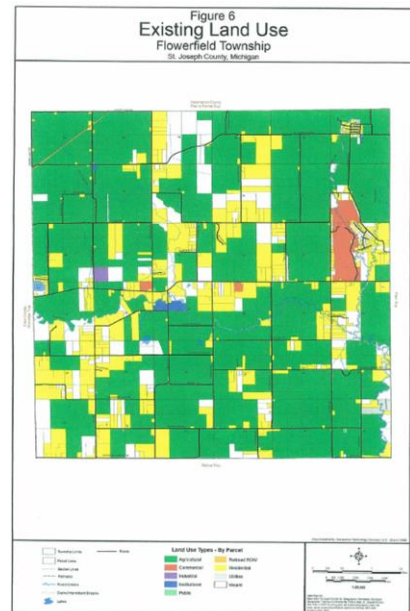
Housing Planning

Housing planning remains an important part of the SMPC portfolio of work. In 2020, SMPC staff built a housing toolkit ([plan4housing.org](https://research.upjohn.org/reports/282/)); the toolkit is available to any community use for planning purposes. In addition, staff uses the toolkit when creating housing plans. The SMPC Team created plans for Kalamazoo County, St. Joseph County, Oshtemo Township, and others outside the region. A copy of the Kalamazoo County Housing Plan is found here: <https://research.upjohn.org/reports/282/>.

SMPC staff will have the capacity to help create housing plans in 2024; if your community is interested in SMPC assistance in creating a housing plan, please contact Lee Adams or Emily Petz (contact information below).

Planning Assistance

SMPC assists communities needing to update or create land use or economic development plans. SMPC offers some services without cost to local governments, but large projects, such as master plans or economic development plans, require SMPC to recover its expenses through contracts. In 2023, SMPC completed plans for Flowerfield Township, Florence Township, and others. Staff also started projects for several other municipalities. If you need land use planning or economic development, contact Lee Adams for more information (contact information below).



Transportation Planning Assistance

SMPC provides transportation planning services to the region through the Kalamazoo Area Transportation Study (KATS).

The Michigan Department of Transportation contracts with SMPC to provide transportation planning services (asset management, rural transportation planning, and the Small Urban Program) on its behalf. SMPC has funds in fiscal year 2023 to assist local communities or counties with transportation planning. Contact Lee Adams (contact information below) or Fred Nagler (269-343-0766) of KATS if you have transportation planning needs.

Workshops

SMPC offers local governments and nonprofits the opportunity to learn about relevant topics through workshops. These workshops focus on topics that are of interest to local communities. In the past, SMPC hosted workshops on alternative energy's impact on land use, economic development, the Open Meetings Act and parliamentary procedure, and marijuana regulations. Please contact Lee Adams with any suggestions on 2024 workshop topics.

SMPC Staff

Lee Adams, Director
adams@upjohn.org

Emily Petz, Community
Development Coordinator
petz@upjohn.org

Patrick Hudson, Planner
hudson@upjohn.org



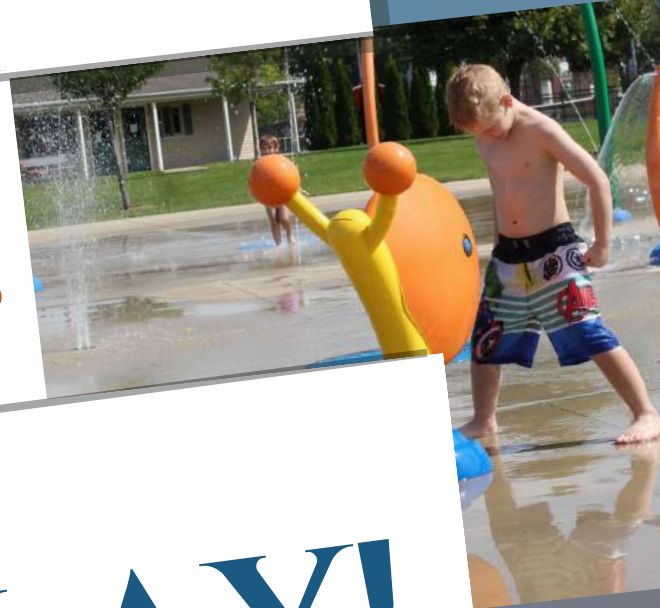
2024-2028 Recreation Plan

City of Coldwater
Branch County, MI



LIVE.

WORK.



PLAY!



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ACKNOWLEDGEMENTS

City Council

Chad Johnson	
Thomas Kramer, Mayor	James Knaack
Michael Beckwith	Travis Machan
Randall Hazelbaker	John Petzko
Scott Houtz	Emily Rissman



Planning Commission

Aaron Garn, Chair	Jessika Cole
Salwa Alsuraimi	Patty DeGroot
Michael Beckwith	Thomas Kramer, Mayor
Jeffery Budd	Christopher Stevens
Andrew Cameron	

City Staff

Keith Baker, AICP, CFM
City Manager

Bob Granger,
*Municipal Services
Director*

Julie Santure,
*Community Enrichment
Director*

Jake VanBoxel, MSA
*Neighborhood Services
Director*

Abbey Hoffman
*Community Engagement
Coordinator*

And Everyone Else Who
Helped With This Plan!



Rec. Board

Pat Lewis
John Parshall
Mark Robison
Rosemary Rial
Robert Steel

TO THE COMMUNITY:

Thank you to those who participated in our Recreation Plan Survey, and thank you to those who visit our community. Without you, we would be unable to make Coldwater a great place to live, work, & play!

ABOUT THIS PAGE

The people listed above played a vital part in assessing, updating, and communicating the needs and wants for recreation within the community.



INTRODUCTION



Purpose

The City of Coldwater has developed this Recreation Plan to serve as a guideline to improve recreation facilities and develop new recreational opportunities. To that end, this document forms the basis to guide policy for implementation of improvements and new initiatives that will meet the recreational goals and interests of the Coldwater community. The plan was guided by Coldwater's Recreation Board and associated staff.

Assessment

Before any Recreation Plan is adopted and enacted, it is important to understand what the needs of the residents are, what recreational opportunities already exist, and what sort of programs and projects are needed for residents based on age, ability, population, density, and the availability of recreational opportunities in neighboring communities. This plan has carefully considered input and suggestions via active communication from City residents, City officials, and other community stakeholders. This input is a critical component to this plan, and the voices of Coldwater have united together to develop a Recreation Plan to enhance the quality of life for everyone.





Intention

Broadly speaking, Coldwater officials intend to use this plan to guide their work on all future recreational and parks projects within the City. It is also a strategic document that articulates specific goals to various agencies and organizations that fund local recreational and parks improvement projects. Specifically, this plan is developed in accordance with the guidelines for Community Park, Recreation, Open Space, and Greenway Plans published by the Michigan Department of Natural Resources (MDNR). A five-year, MDNR-approved Recreation Plan is necessary for Coldwater to pursue MDNR-administered grants. This Recreation Plan is written for the City of Coldwater. It covers all aspects of recreation within the community.

GOALS FOR THIS DOCUMENT

- Involve the community to develop the 5-Year Recreation Plan
- Identify and map existing Coldwater recreational facilities
- Addressing future recreational needs & priorities for stakeholders
- Enable eligibility for financial assistance based on the Rec. Plan
- Collaborate to establish recreation goals, objectives, and actions
- Support & implement improvements for barrier-free, universal access to City parks



COMMUNITY

The City is a small urban community and serves as the County Seat for the mostly-rural Branch County (Figure 1). It lies in the middle of Coldwater Township (Figure 2) and it is part of the Coldwater Community School District.

Location

The City of Coldwater is centrally located in Branch County, along the southern border of Lower Michigan. Coldwater is about 8.2 square miles in size and is approximately 11 miles from the Indiana border. Nearby major metropolitan centers include Battle Creek (located 40 miles to the north), Jackson (50 miles northeast), and Kalamazoo (60 miles northwest). The primary land uses in Coldwater are residential, commercial, and industrial.

Major traffic carriers to the City are US-12 which carries vehicular traffic east to west across southern Michigan. Old US-27 bisects the City from north to south, and M- 86 carries traffic into the City from the west. Interstate expressway I-69 runs from north to south and crosses the eastern side of the City. The Branch County Memorial Airport is located in Coldwater Township, about two miles west of the City of Coldwater.

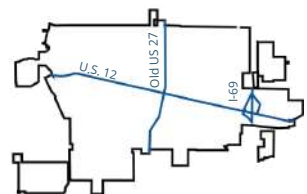


Figure 1. Shows where Branch County is in the State of Michigan.

Figure 2. Shows where Coldwater Township is, and the rough location of the City of Coldwater, in Branch County.

Sherwood Twp.	Union Twp.	Girard Twp.	Butler Twp.
Matterson Twp.	Batavia Twp.	Coldwater Twp.	Quincy Twp.
Bronson Twp.	Bethel Twp.	Ovid Twp.	Algansee Twp.
Noble Twp.	Gilead Twp.	Kinderhook Twp.	California Twp.

Figure 3. Shows the general outline of the City (with the Walmart Distribution parcel in the bottom left corner) and most of the major roadways.



Major Roadways

- US-12
- Old US-27
- M-86
- I-69



Public Utilities Offered

- Electric
- Water & Wastewater
- Telecommunications (TV/Internet/Phone)
- Energy Efficiency Programs



Census Data

Notably, while the population of Coldwater tends to be 82.2% Caucasian, there is a relatively large Hispanic population at 9.5% and a 10.7% foreign-born population. These statistics are significantly higher than both the Branch County population and the State of Michigan population. Additionally, while Census data does not classify Arabic residents separately than Caucasian residents, the City of Coldwater has a large Arab-American population, which is near 20% of its residents. Significant Census data for the City of Coldwater can be found below, and compared to Coldwater Township & Branch County on page 6.

City of Coldwater		
	2012-2016	2017-2021
Population	10,764	13,764
% of Population (65+)	15.0%	18.1%
% of Population (Under 18)	26.0%	22.3%
Median Age	34.9	40.1
% of Bachelors Degree or +	14.3%	11.9%
Median Household Income	\$37,536	\$45,021
Median Household Income (Adjusted for 2016 US \$)	\$37,536	\$45,021
Per Capita Income (Adjusted 2016 US D\$)	\$19,479	\$21,537
Average Household Size	2.53	2.59
Median Housing Value	\$76,100	\$99,800
Median Housing Value (Adjusted 2016 US \$)	\$98,495	\$99,800
Rental Housing Units as % of Total	38.0%	44.6%

**Source: US Census American Community Survey, Tables DP02, DP03, DP04, DP05*



Coldwater Township & Branch County

	Coldwater Township (2012-2016)	Coldwater Township (2017-2021)	Branch County (2012-2016)	Branch County (2017-2021)
Population	4,882	3,393	43,603	44,677
% of Population (65+)	15.4%	17.5%	16.7%	18.2%
% of Population (Under 18)	16.4%	22.1%	23.7%	23.4%
Median Age	44.6	41.8	40.8	41.2
% of Bachelors Degree or +	11.7%	25.5 %	13.6%	15.4%
Median Household Income	\$49,549	\$59,758	\$46,428	\$56,077
Median Household Income (Adjusted for 2021 USD)	\$54,707	\$59,758	\$51,261	\$56,077
Per Capita Income (Adjusted for 2021 USD)	\$19,588	\$31,943	\$24,111	\$27,575
Average Household Size	2.66	2.27	2.57	2.56
Median Housing Value	\$115,700	\$141,100	\$95,200	\$121,400
Median Housing Value (Adjusted for 2021 USD)	\$127,744	\$141,100	\$105,110	\$121,400
Rental Housing Units as % of Total	13.0%	11.2%	20.7%	22.1%

*Source: US Census American Community Survey, Tables DP02, DP03, DP04, DP05

ORG. STRUCTURE

Management

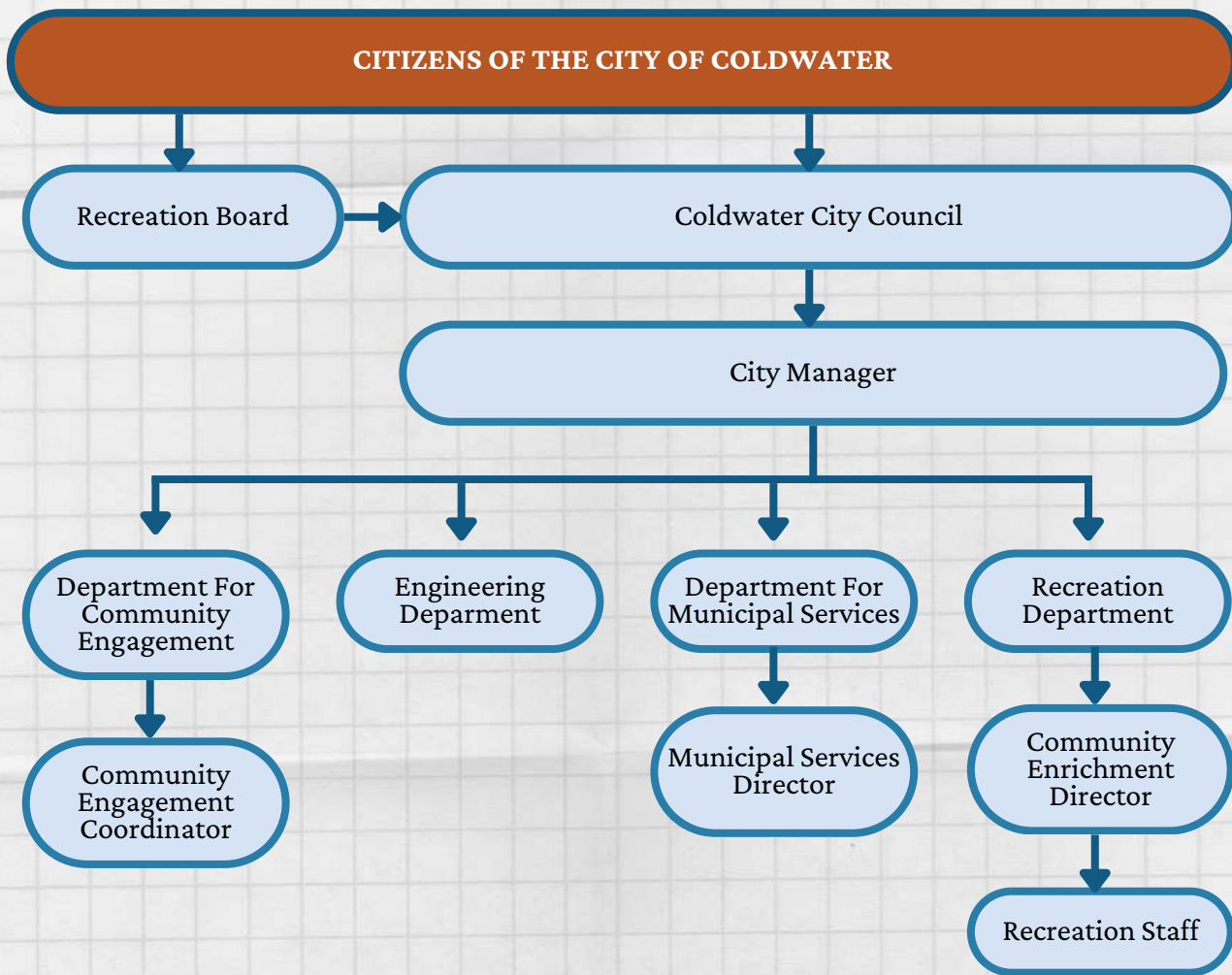
The City of Coldwater is a home-rule city form of government. Citizens elect eight city council members within four wards. The Mayor is elected at large by citizens. A City Manager is hired to handle the day-to-day business operation of the City. The City Manager is appointed by the City Council and serves as the Chief Administrative Officer of the City. Parks and recreation functions in Coldwater are reviewed by the Coldwater Recreation Board. The board is a five-member group. Members are appointed to five-year terms by the Mayor, subject to confirmation by the City Council, and are arranged so the term of a single member expires in each year.

Parks & Rec

Four departments in Coldwater help to carry out the parks and recreation functions in the City. The relationship between these departments and the operation of the City is shown in Figure 3. The Community Enrichment Director (CED) provides planning and project development leadership for the City's parks and recreation services. Coldwater's Engineering Department provides design, engineering, and construction supervision services for the City's parks. The City's Municipal Services Department maintains the parks.

Roles

The Department for Community Engagement assists the Recreation Department with communication pieces such as social media posts, flyers, activities, festival and event promotions, surveys, and captures photos at the events. Coldwater's Engineering Department provides design, engineering, and construction supervision services for the City's parks. The Department of Municipal Services provides maintenance, repair, and upgrades to the City's parks. The Community Enrichment Director serves as the Recreation Director and is supported by a Recreation Supervisor and a Recreation Coordinator. The Recreation Department and its staff are responsible for recreation programming, maintaining the Dr. Robert Browne Recreation Center, and coordinating all facility usage. Seasonal and temporary staff are hired as needed.



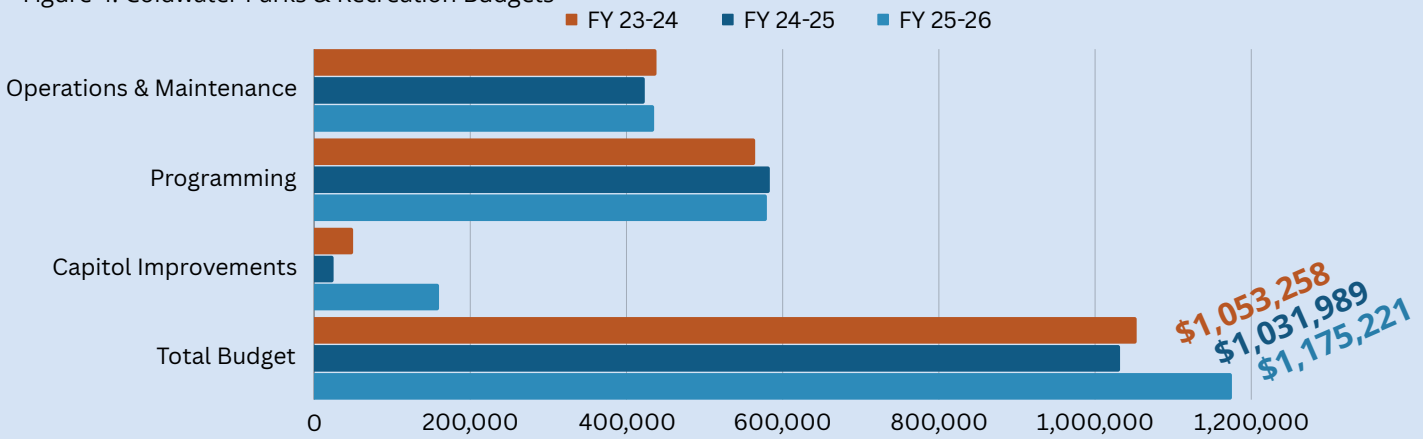
Recreation Staff Working the First-Aid & Information booth at the 2023 Apple Fest



Funding & Budgets

Sources of funding for parks and recreation in Coldwater include the City general fund, program and usage fees, recreation facility rentals (pavilions, fields, gymnasium, buildings), local sponsorships, and occasional donations. The City Council has also voted to allocate all tax revenue generated from the City's cannabis industry toward investment into the City's parks. Parks and recreation budget information for the City of Coldwater is shown in Figure 4.

Figure 4. Coldwater Parks & Recreation Budgets



Community Relationships

The City of Coldwater maintains a strong and healthy relationship with multiple agencies and organizations within the community. These partnerships and relationships are critical to ensuring that our citizens receive the best resources and amenities in all aspect of municipal administration, public parks playing a role that promotes collective action and support. The City intends to continue our efforts and encourages the input and involvement from all of our community allies. These organizations include, but are not limited to:

- Service Organizations (Kiwanis Club, Rotary Club, etc.)
- Schools (Coldwater Community Schools, Pansophia Academy, Branch Co. ISD, etc.)
- Foundation Golf Center
- Branch County
- Coldwater Township
- Branch County Community Foundation
- Chamber of Commerce

REC. INVENTORY

Introduction

In order to plan for parks and recreation in the future, one needs to examine the types of facilities that currently exist in the City of Coldwater and neighboring communities. It is also helpful to compare the existing facilities to various standards as one measure of the adequacy of the parks and recreation facilities in the community. The inventory was completed by visiting the City's parks to update the inventory detailed in Coldwater's previous Recreation Plan from 2019. City staff worked together to complete any updates or revisions. A review for accessibility was also completed for each of the parks.

Classifying parks into categories helps define their role in the overall system, demonstrates their relationship to each other, highlights deficiencies, helps to develop an action program, and assists in allocating funding. Currently, Coldwater classifies parks into four groups: Regional, Community, Neighborhood and Mini-Parks. This classification system is adapted from the National Recreation and Parks Association guide recommended by the MDNR for recreation standards. It recognizes types of parks based on size, service area, facilities, and use groups. Further, it lists definitions and sets of standards for the various park levels established for use in this Recreation Plan. These standards are based on nationally accepted criteria. Charts and maps showing amenities and other data begin with a park location map (Figure 5), a non-motorized pathway and sidewalk map (Figure 6), and a detailed parks amenity inventory (Figure 7). A list of other recreation facilities in the Coldwater area is provided in Appendix D.



Types of Facilities

Coldwater Recreation

- *Regional Parks*
- *Community Parks*
- *Neighborhood Parks*
- *Mini Parks*
- *Recreational Buildings*
- *Facility & Venue Rentals*





Regional Park (1)

Heritage Recreation Area

The City of Coldwater has one park under this classification. These parks are able to serve communities within a one-hour driving time and are usually larger than 200 acres. Access is vehicular and parking is included on-site. Characteristics of typical uses usually include areas of natural or highly specialized outdoor recreation such as golf courses , water sports, or camping. While the Heritage Recreation Area is just 71 acres, it is classified as a regional park because of the wide variety of amenities that it offers, some of which are not readily available elsewhere in the Coldwater region. The Dr. Robert W. Browne Recreation Center was dedicated in 2015, located within the Heritage Recreation Area, along with the Rotary Splash Park built in 2017.

Community Parks (4)

Rotary, Waterworks, Linear, & South Lake Parks

There are four parks in Coldwater that are classified as Community Parks. These parks generally offer unique activities and are usually over 25 acres in size. Access is primarily vehicular and parking is generally included on-site. Characteristics of typical uses usually include major sports facilities, unique attractions, many natural features, and water bodies.





Neighborhood Parks (6) **Four Corners, Jaycee, Jefferson, Parkhurst, Pilot Knob, & Reith Parks**

Generally, the Neighborhood Parks serve one or more of the surrounding neighborhoods, have about a half-mile radius service area, and are anywhere from one to 25 acres in size. Some of these parks are undeveloped, while others provide active uses, including some programmed activities. Access is primarily pedestrian and by bicycle, with some on-site or on-street parking. Characteristics of typical uses usually include sports fields, courts, and playgrounds. Coldwater has six Neighborhood Parks:

Mini Parks (3) **City, East Pointe, & Optimist Parks**

Mini-Parks are intended to serve adjacent or nearby residences, encompassing about a quarter-mile radius service area, and are usually an acre in size or less. Access is primarily pedestrian and by bicycle, with no on-site parking. Characteristics of typical uses include open space, pick-up games, and playgrounds. There are no programmed activities at these parks.





Recreational Buildings (2)

The City of Coldwater helps maintain two recreational buildings: the Dr. Robert W. Browne Recreation Center and the Dr. Robert W. Browne Aquatic Center.

Dr. Robert W. Browne Recreation Center

- **Location:** Heritage Recreation Area
- **Features:** Community Room, Courts, Concessions, Locker Room, Fitness Room, Indoor Track
- **Funded By:** The City of Coldwater
- **Operated By:** Coldwater Recreation Department
- **Website:** www.Coldwater.RecDesk.com

Dr. Robert W. Browne Aquatic Center

- **Location:** Heritage Recreation Area
- **Features:** Competition Lap Pool, Warm Water Therapy Pool, Water Fitness Classes
- **Funded By:** The City of Coldwater, Coldwater Community Schools
- **Operated By:** Coldwater Com. Schools
- **Website:** www.coldwaterschools.org/swim



Facility & Venue Rentals (4)

Within the recreational buildings and parks, there are several facility and venue rentals. These include pavilions, court rentals, the community room, and Heritage Hall.



Heritage Hall

Located at Heritage Park, Heritage Hall is a spacious indoor venue with tables & chairs, bathrooms, and a kitchen space.



Community Room

The Community Room is a spacious indoor venue with tables & chairs, a meal prep. space, and easy access to indoor rec. facilities.



Court Rentals

Indoor courts are available to rent at the Dr. Browne Recreation Center for various recreational activities.



Pavilion Rentals

The City has seven (7) total pavilions. Three (3) are available to rent, the other four (4) are first-come, first-serve.



Figure 5: Park Location Map

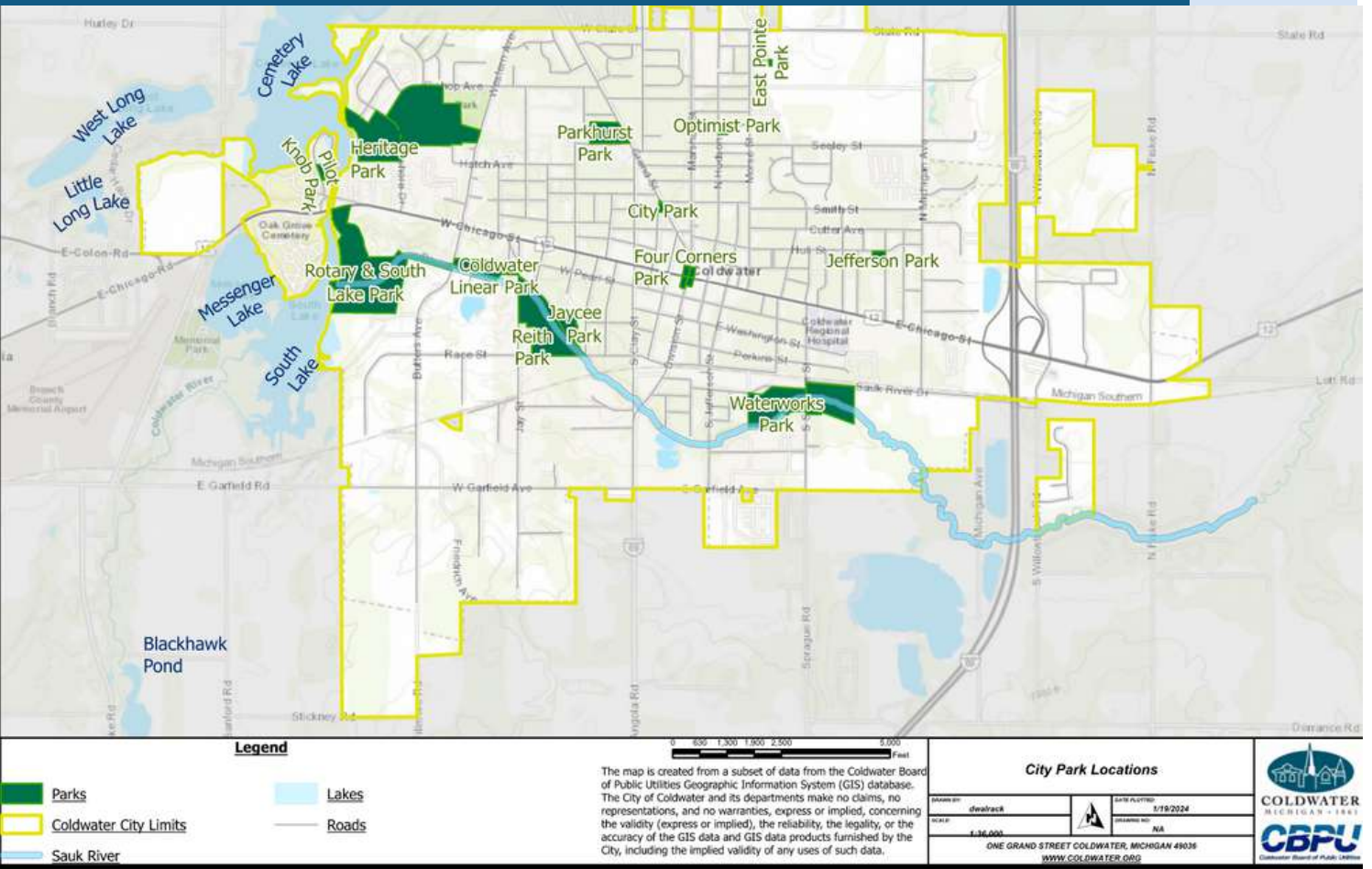




Figure 6: Non-Motorized Pathway Map

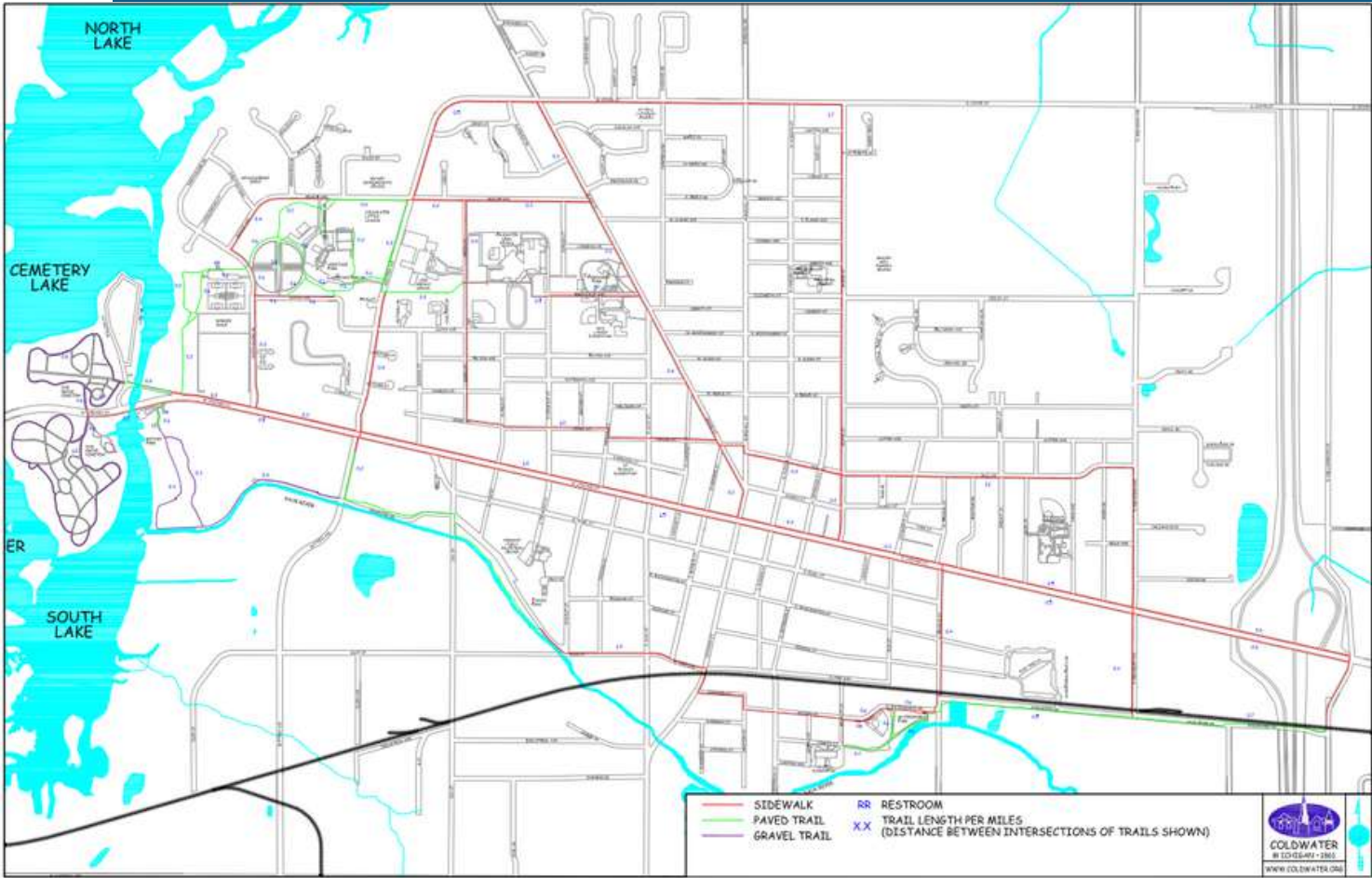




Figure 7: Park Amenity Inventory

	City Park	East Pointe Park	Four Corners Park	Heritage Recreation Area	Jaycee Park	Jefferson Park	Coldwater Linear Park	Optimist Park	Parkhurst Park	Pilot Knob Park	Reith Park	Rotary Park	South Lake Park	Waterworks Park
Classification *	M	M	N	R	N	N	N	M	N	N	N	C	C	C
Accessibility **	2	4	4	4	2	2	4	2	3	2	2	3	3	3
Service Area ***	(a)	(a)	(b)	(c)	(a)	(a)	(b)	(a)	(b)	(a)	(a)	(c)	(b)	(b)
Acreage	0.8	0.5	1.2	83.0	5.6	4.0	12.2	0.8	14	1.0	14.0	27	32	26
Ball Diamonds				x										x
Basketball				x	x			x	x					x
Boat Launch												x		
Concession Stand				x										
Dog Park				x										
Disc Golf				x										
Football/Soccer Fields				x	x									x
Horseshoe Pits										x				
Paths			x	x			x				x	x		x
Picnic Area			x	x	x	x		x	x	x		x		x
Playground Equipment		x		x	x	x		x	x	x		x		x
Open Playfield	x		x	x	x	x		x	x	x				x
Restrooms			x	x					x			x		x
Shelter/Pavilion		x		x					x	x		x		x
Shuffleboard									x					
Skate Park				x										
Sledding Hill				x										
Tennis Courts				x					x					
Sand Volleyball Courts				x										
Waterfront				x			x			x	x	x	x	x

* Park Type: M = Mini Park, N = Neighborhood Park, C = Community Park, R = Regional Park

** Accessibility: See Page 18

***Service Area: (a) = Local Neighborhood, (b) = Entire City, (c) = Greater Branch County Area

Heritage Recreation Area



Classification:

Regional Park

Size: 83 Acres

Location: 3rd Ward

Description:

Heritage Recreation Area is located on 83 acres of land and is the largest park within the City of Coldwater. The Recreation Department operates within the Dr. Robert Browne Recreation Center, located on the property. The park includes multiple baseball/softball fields, tennis/pickleball courts, basketball courts, sand volleyball courts, a public splash pad, a skate park, paved walking trails, a sledding hill, an archery range, multiple playgrounds, a disc golf course, a dog park, and football/soccer fields, among other amenities.



Rotary Park



Classification:

Community Park

Size: 26.5 Acres

Location: 4th Ward

Description:

Rotary Park is located on a channel that connects South Lake and Cemetery Lake. This park has the most waterfront access and is the only park within the City that offers a public boat launch. The park also has walking trails, a fishing pier/boardwalk, an ADA accessible kayak/canoe launch, and a pavilion. The City Council is currently working on a three phase project that will significantly improve the park.





Waterworks Park



Classification:

Community Park

Size: 26.1 Acres

Location: 1st Ward

Description:

Waterworks Park is located along the Sauk River and is one of the more popular parks among our residents. The park offers paved walking trails, basketball courts, a baseball/softball field, picnic tables, playground equipment, a pond that is utilized for ice skating in the winter, and a bridge across the river. The City and CBPU will be investing \$600,000 in FY 2024-25 to make significant improvements to the park to address lighting concerns, increasing the parking, a new soccer field, and additional trails.



Linear Park



Classification:

Community Park

Size: 12.2 Acres

Location: 4th Ward

Description:

Linear Park is located along the Sauk River and connects Rotary/South Lake Park to both Jaycee and Reiths Park. Currently there is a paved walking trail. There was a bicycle pump track but the City is evaluating whether to expand upon this or look to construct something else that will benefit the public.





South Lake Park



Classification:

Community Park

Size: 31.7 Acres

Location: 4th Ward

Description:

South Lake Park is currently an undeveloped piece of property that is located along the Sauk River with waterfront access to South Lake. The City intends to develop a nature trail and possibly an additional disc golf course on the land through one of the later phases of the Rotary Park Project.



Four Corners Park



Classification:

Neighborhood Park

Size: 1.2 Acres

Location: 1st & 4th Wards

Description:

Four Corner Park is located at the center of the City and public greenspace is found on each corner of the US-12/Marshall Street intersection. This park has seen an enormous amount of development in recent years. The NW corner has recently had an outdoor fireplace installed, the NE corner has been developed into a Veterans Memorial, the SE corner abuts to the Branch County District Library with statues and sculptures in place or being planned, and the SW corner is open greenspace for festival activities such as music, craft/food vendors, etc.



Jaycee Park



Classification:

Neighborhood Park

Size: 5.6 Acres

Location: 4th Ward

Description:

Jaycee Park has a paved walking trail along the Sauk River and connects to Rotary/South Lake Park via Linear Park. Directly across from Jaycee Park is Reiths Park, an undeveloped, wooded area. Jaycee Park also offers soccer fields and basketball courts. A new housing development will be constructed directly north of the park and the City anticipates this development increasing the park's usage in the near future.



Jefferson Park



Classification:

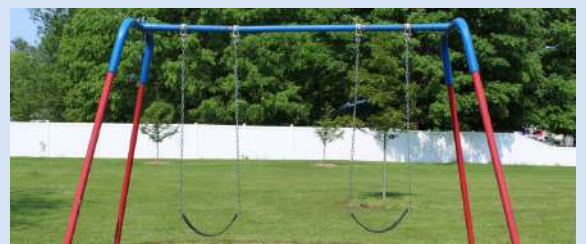
Neighborhood Park

Size: 4.0 Acres

Location: 2nd Ward

Description:

Jefferson Park is located directly north of Jefferson Elementary School. Currently, the park is underutilized due to the school's playground and baseball fields. The City is currently investigating options to improve the park's usage by evaluating needs in order to redevelop the park for the future.



Parkhurst Park



Classification:

Neighborhood Park

Size: 14.1 Acres

Location: 3rd Ward

Description:

Parkhurst Park is located between Coldwater High School and Larsen Elementary. This park is extremely popular among our residents. The park's main feature is a wood-built castle structure that was made possible by fundraising and volunteering by the public in the 1990's. The park also offers tennis/pickleball courts, open play area, paved trails, basketball courts, picnic area, shuffleboards, and pavilions.



Pilot Knob Park



Classification:

Neighborhood Park

Size: 1.0 Acre

Location: 4th Ward

Description:

Pilot Knob Park is located on the channel between South Lake and Cemetery Lake. The park offers a pavilion, open play area, playground equipment, and a waterfront boat dock.



Reith Park



Classification:

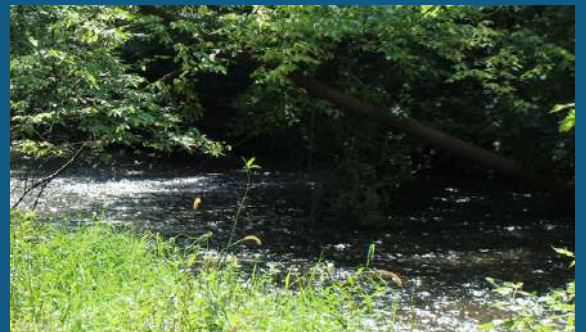
Neighborhood Park

Size: 14.0 Acres

Location: 4th Ward

Description:

Reiths Park is an undeveloped, wooded area along the Sauk River and directly across from Jaycee Park. As of now, there are no amenities the property is not used. The City is currently investigating how the land can best be used by the public. Ideas include: a disc golf course, nature trails, mountain bike trails, a kayak/canoe landing, etc.



City Park



Classification:

Mini Park

Size: 0.8 Acre

Location: 4th Ward

Description

City Park is a small greenspace located at the point where Grand Street and Hanchett Street meet. Currently, it only provides open play space and large, oak trees for shade. This park would be an excellent location for features that could improve the aesthetics of the community. Because the park essentially welcomes people to the downtown area as you're heading south, a fountain, statue, or sculpture would be ideal for the "point" of the park. Picnic tables, benches, and other attributes that promote a sense of place should also be incorporated.



East Pointe Park



Classification:

Mini Park

Size: 0.5 Acre

Location: 2nd Ward

Description:

East Pointe Park is located just south of State Street within a small subdivision. For a mini park, this offers a significant amount of amenities (pavilion, playground equipment, picnic tables, rubber mulch surface). Unfortunately, many people are unaware of the park's location so promoting the park will be critical. The park should also see a replacement of the rubber mulch that has been used in the playground area.



Optimist Park



Classification:

Mini Park

Size: 0.8 Acre

Location: 2nd Ward

Description:

Optimist Park is located adjacent to Pansophia Charter Academy. The school and City have recently been working to determine a plan for redeveloping the park. Both entities intend to financially support the project and aim to engage the public for development input and fundraising efforts. Some ideas include, pickleball court, futsal court, new playground equipment, and a pavilion. Additional tree canopy coverage is also needed for this park.





Accessibility

Creating a park system that is safe, accessible and usable to all individuals, including those with disabilities, is essential. A grading system has been developed by the Michigan Department of Natural Resources (DNR) to easily identify those parks and facilities which are most and least accessible and usable, based on the ADA guidelines. The accessibility grading system uses a five point system ranging from one (none of the facilities/park areas meet accessibility guidelines), to five (the entire park was developed/renovated using the principals of universal design). The definitions for each accessibility grade can be found in Appendix D.

An Americans with Disabilities Act (ADA) compliance assessment of Coldwater parks was conducted during the fall of 2023 (see figure 7 on previous page for grading of each park). The assessment consisted of a visual inspection of each park in regards to access and circulation in relation to the park facilities. As noted in the inventory listing chart on the previous page, some of the parks do not meet all criteria for ADA accessibility. The City of Coldwater is dedicated to continuing its efforts towards improving ADA accessibility, with a goal for universal accessibility, at each of its parks when improvements are made. This includes accessible parking, paths, restrooms, activity areas, amenities and signage





Comparison to Standards

General parks and recreation industry standards suggest a minimum of 5 to 10 acres of park land per 1,000 citizens. With a 2021 population of 13,764, the recommended park acreage for Coldwater ranges from 69 to 137 acres. Coldwater has 189 acres of parkland. Broadly speaking, this indicates the City has more than enough park land for its citizens.

Breaking this figure down into different park types, a park system should be comprised of core Close-To-Home Space that includes community parks, neighborhood parks, and mini parks. The core system should provide a total of 6.25 to 10.5 acres of developed open space per 1,000 population. Large parks in the City that attract people throughout Branch County fall outside the core system of Close-To-Home Space. These parks are organized under Regional Space and include three City parks. A regional recreation system should provide 15 to 20 acres of developed or undeveloped open space per 1,000 population.

Based on the adjusted 2021 Census population of 13,764 and 94 acres of developed Close-to-Home Space, Coldwater is providing close to 7 acres of developed open space per 1,000 residents. The recommended minimum is 6.25 acres. When considering Regional Space, Coldwater has 10 acres per 1,000 residents. The minimum recommendation is 15 acres. This is a deficit of 5 acres per 1,000 residents.





Figure 8: Proximity to Parks Map

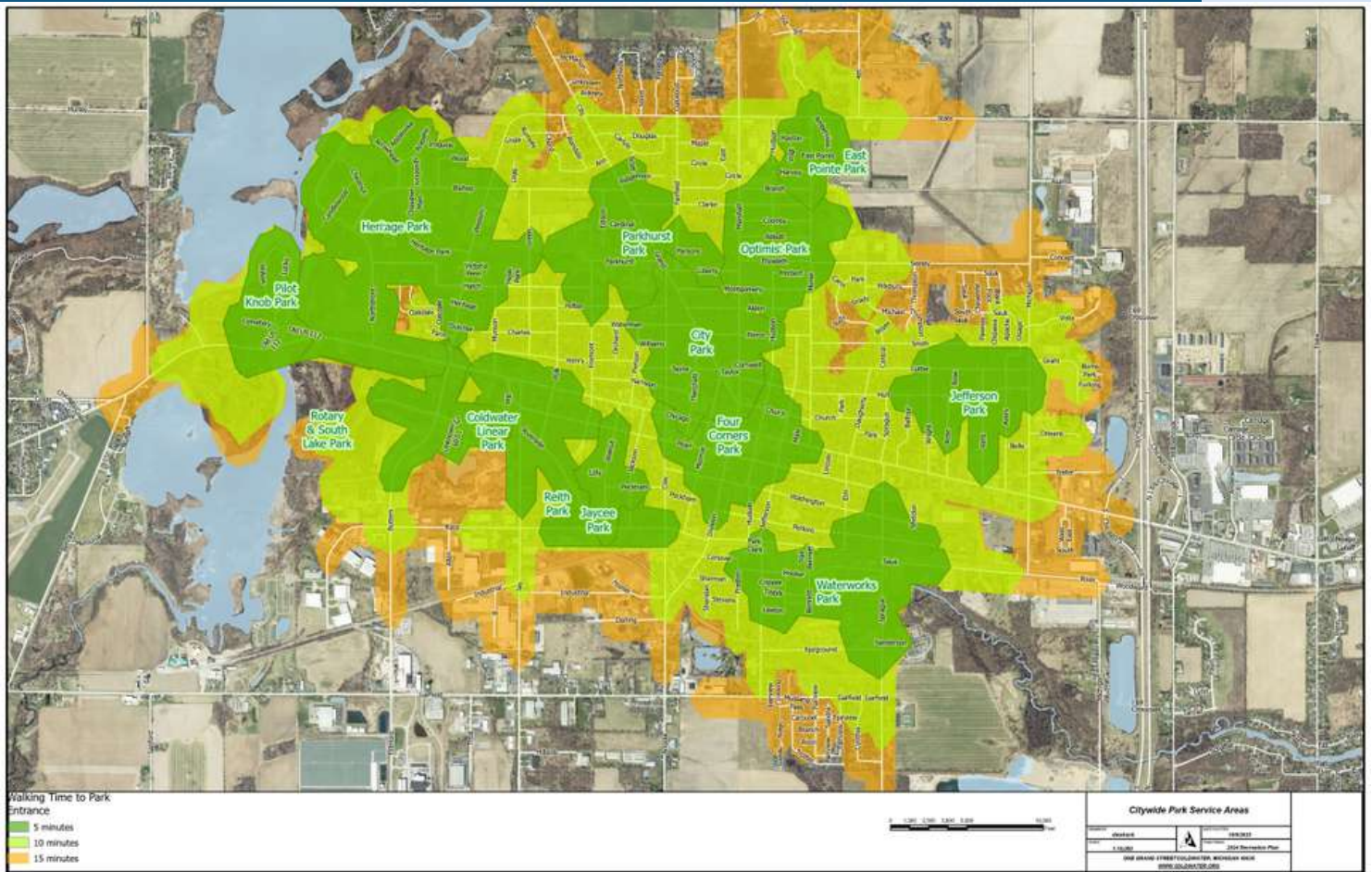
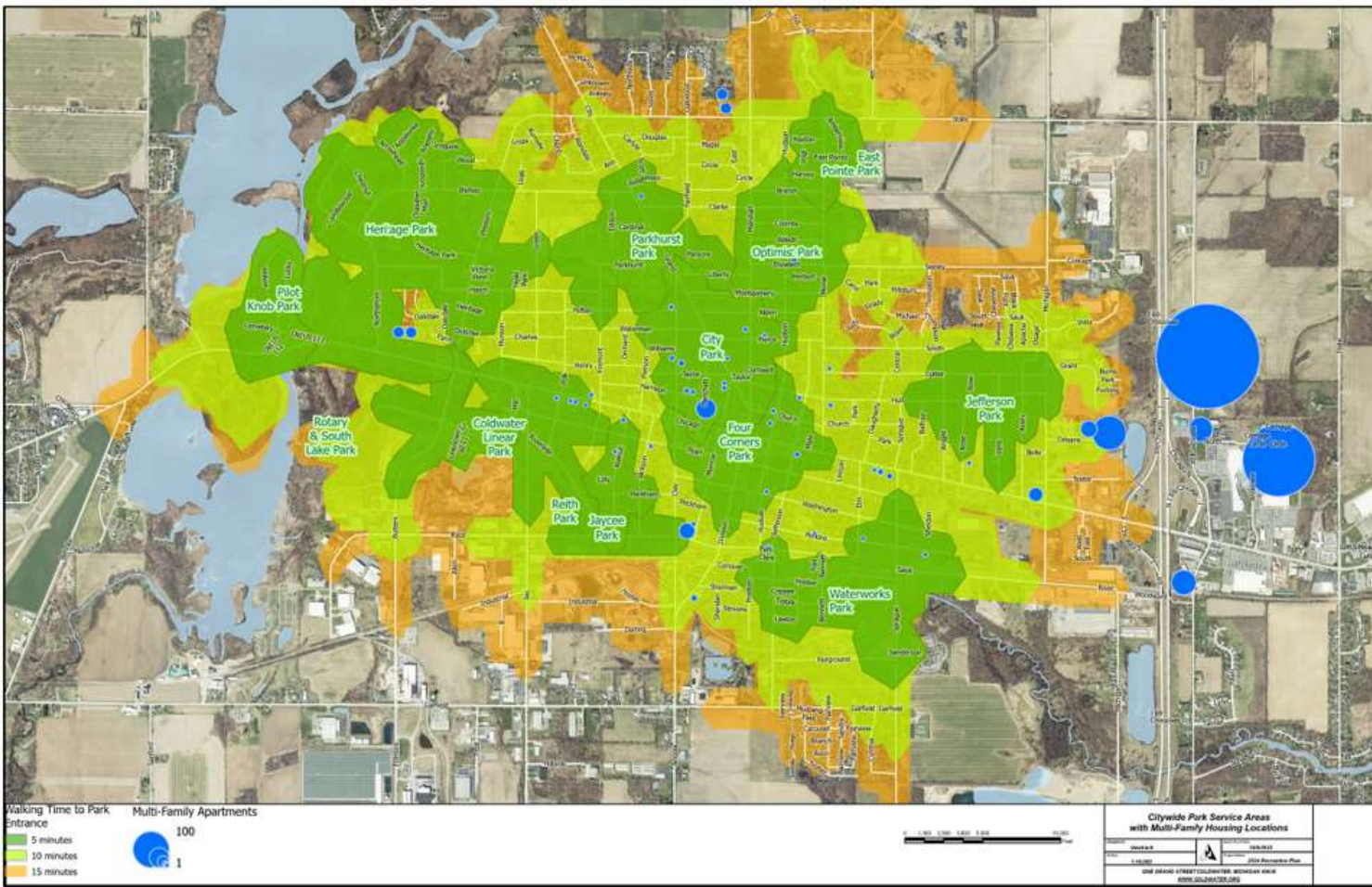




Figure 9: Proximity/Development Spatial Data Map





Natural Resources Inventory

When studying parks and recreation resources in a community, it can be worthwhile to examine significant natural resources that may be in need of conservation or protection. In Coldwater, the most significant natural resources would most likely be considered to be the water bodies, the woodlands, and the wetlands. A map showing waterways, woodlands and wetlands is shown on the following page.

The water bodies in Coldwater are Cemetery Lake, South Lake, and the Sauk River. They provide important riparian habitat for waterfowl, amphibians, fish, freshwater invertebrates, insects, and some mammals.

The wetlands in Coldwater are generally adjacent to the water bodies. Significant stands of woodlands are also near those water bodies and they are scattered around the city in other mid-sized tracts as well





Figure 10: Natural Resources Map

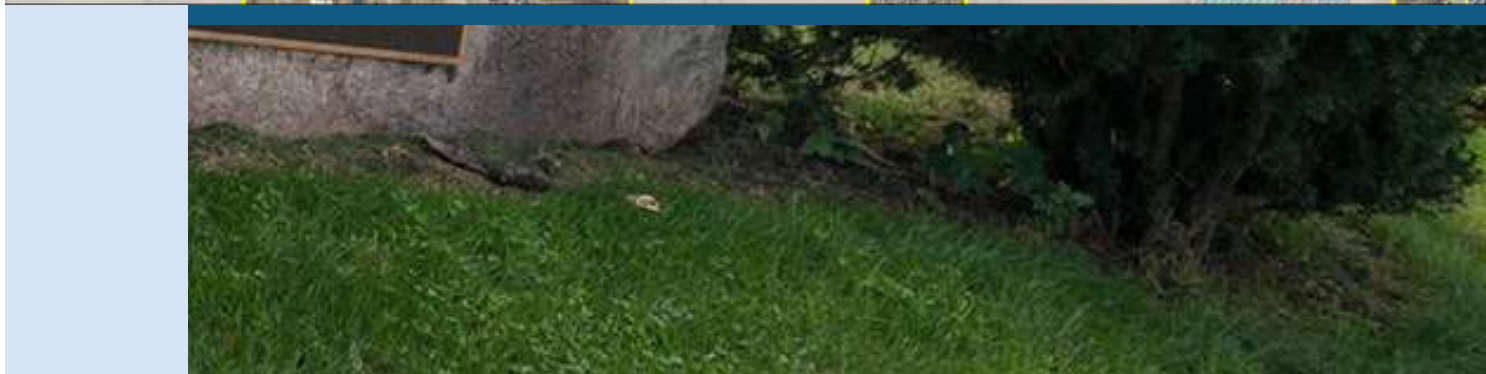
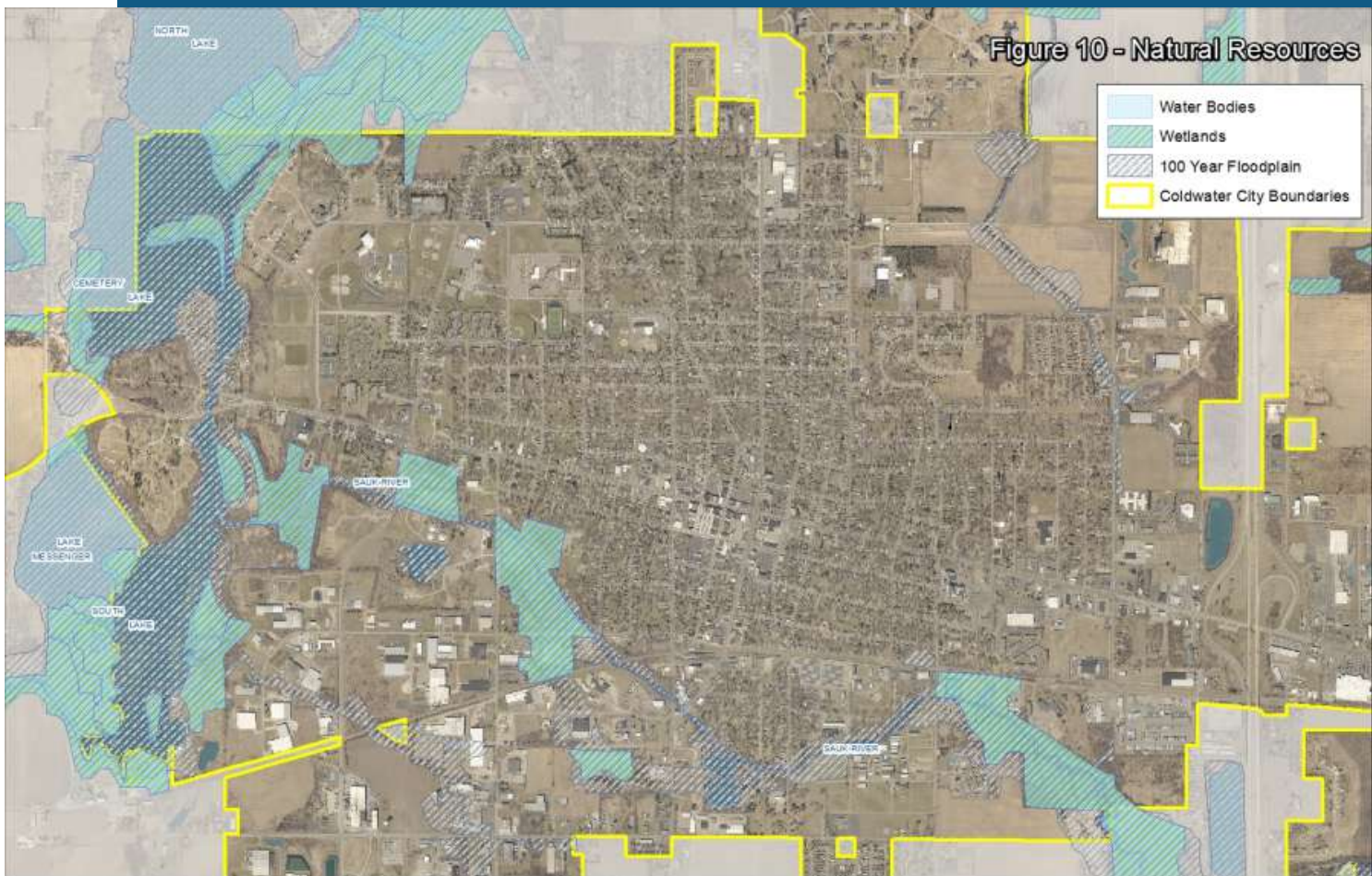
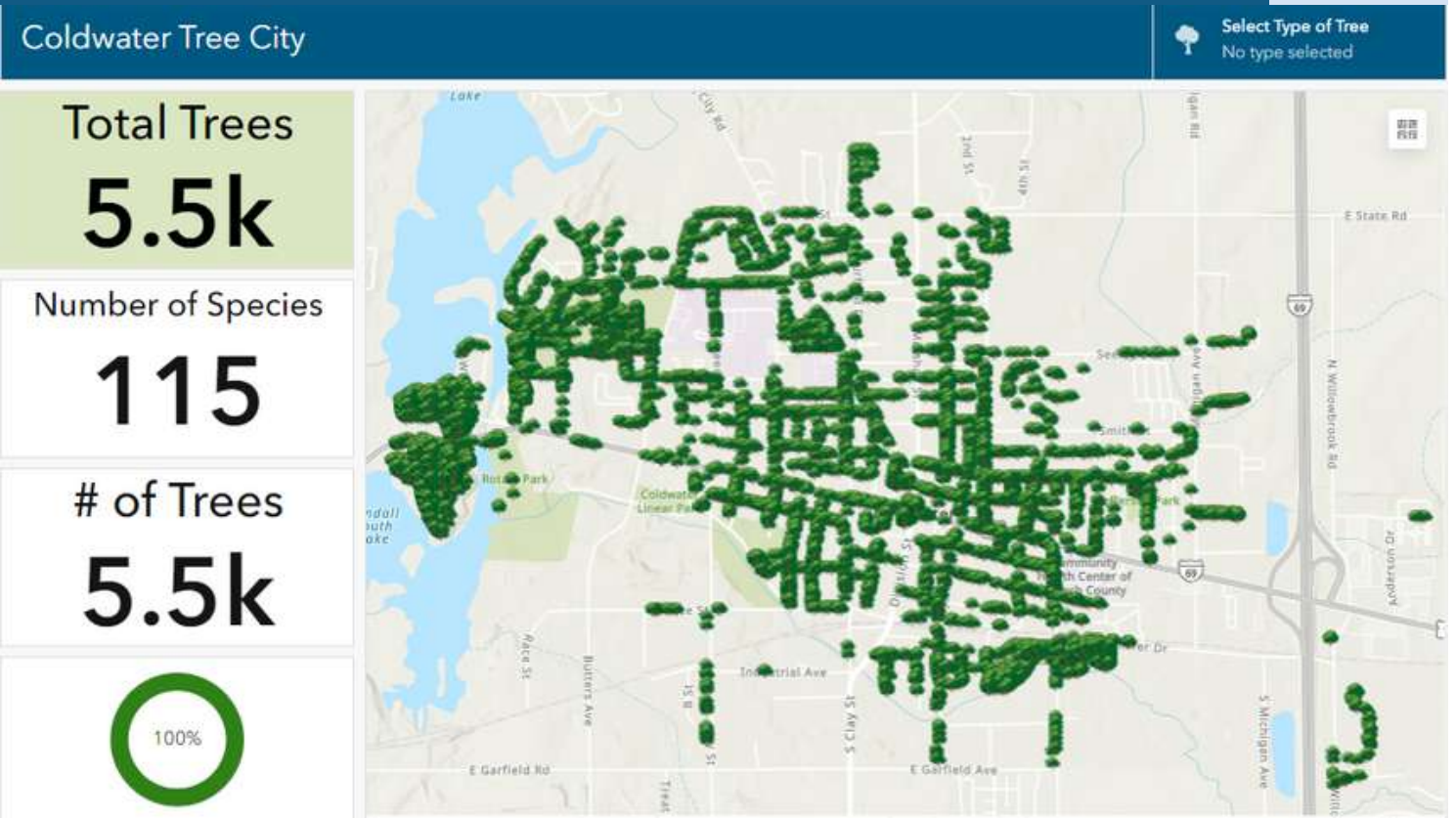




Figure 11: Tree Canopy Map



Recreational & Community Enrichment Programming

The City of Coldwater offers many different types of adult and youth recreation programs for area residents. These are separated in the categories below.



SPECIAL EVENTS

- Apple Festival
- Strawberry Festival
- Winter Festival
- Bass Fishing Tournament
- Kids Fishing Day
- Haunted Forest
- Daddy/Daughter Dance
- Mom/Son Night
- Inflatable Days
- Entertainment Under the Stars



YOUTH

- Basketball
- Soccer
- Flag Football
- Volleyball
- Golf
- Floor Hockey
- Tennis
- Baseball/Softball
- Disc Golf
- Archery
- Pickleball
- Yoga



ADULT

- Basketball
- Softball
- Volleyball
- Ping Pong
- Soccer
- Pickleball & Tennis
- Senior Walk Club
- Yoga
- Disc Golf

MAJOR FESTIVALS



Winterfest (Winter Fest)

Winterfest is a festival that focuses on spending time with friends and family and enjoying everything that the season has to offer. In 2023, this event was moved from Downtown Coldwater to Heritage Park. This was to expand the activities offered and improve the event logistics. The data to the right is from 2023. 75 Facebook event responses as of 12/07/2023.

Previous Activities Offered:

Cardboard Sled Races, Sled Dogs, Wood Carvers, etc.

of Post-Event Survey Resp.

48

Main Feedback in 2023

- Liked the new location (warm, more attendees)

of Corporate Sponsors

8

Strawberry Fest & Craft Show

Strawberry Fest is a summer event that takes place in Downtown Coldwater, but was relocated to one side of U.S. 12, two side streets and a parking lot. The event celebrates strawberries and gathering together. The data to the right is from 2023. 5,000 Facebook event responses as of 12/07/2023.

Previous Activities Offered:

Coloring Wall, Scavenger Hunt, Bounce Houses, etc.

of Post-Event Survey Resp.

127

Main Feedback in 2023

- Liked the new location (safe & accessible)
- Like the variety of vendors & activities

of Vendors at the Festival

202

Apple Fest & Craft Show

Apple Fest is a fall event that takes place in Downtown Coldwater. The event brings fall activities to the city and recognizes Apple growers. The data to the right is from 2023. 6,100 Facebook event responses as of 12/07/2023.

Previous Activities Offered:

Pie Eating Contest, Coloring Wall, Kids Activities, etc.

of Vendors at the Festival

210

New Activities in 2023

- Service-Club Pie Eating Contest
- Coloring Wall
- Event Photo Booth



2023 FESTIVAL
FACEBOOK
EVENT
RESPONSES:

11,175
as of 12/07/2023

COMMUNITY INPUT

Overview & Methodology

To comply with the Michigan Department of Natural Resources' Guidelines for the Development of Community Park, Recreation OpenSpace and Greenway Plans, the City of Coldwater offered two types of public input opportunities, which included the 30-day period for review and comment on the draft plan. A compilation of all of the input received is contained in this "Community Input" section. A summary of the input and feedback received from the online survey is described on the following pages. At the outset of the public input initiative, a news flash advertising the online input survey was posted on the City's website and picked up by the local newspaper, as well as posts on the City's Facebook page and an e-mail blast to interested recreation stakeholders. City of Coldwater Staff also attended public events with tablet computers to seek survey respondents directly.

Public Input Survey

A survey was made available from July 26, 2023 - October 1, 2023. It was publicized as described above and made available across City of Coldwater social media platforms, at www.Coldwater.org, and as a printed copy at the Henry L. Brown Municipal Building and the Dr. Robert W. Browne Recreation Center. A total of 249 responses were received, with 2.14% being 18-24, 13.65% being 25-34, 30.74% being 35-44, 19.26% being 45-54, 33.61% being 55+, and 2.01% choosing not to indicate their age. Results of the survey can be found on the following pages, with open-ended question responses in Appendix A.

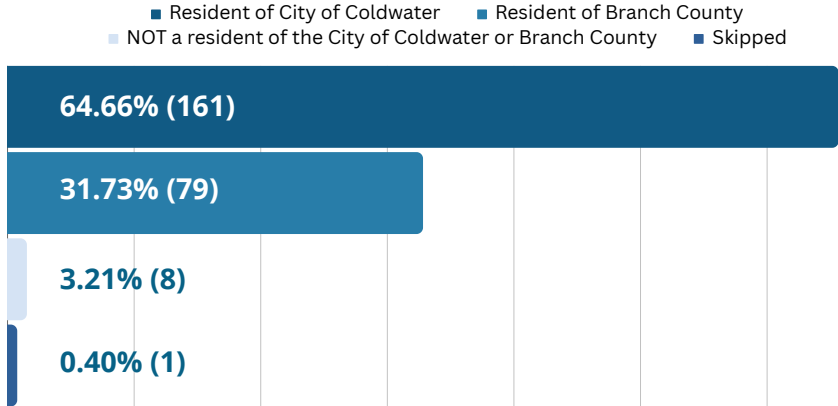




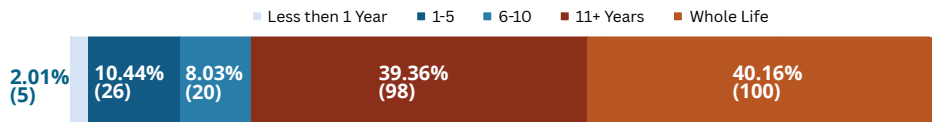
Number of Responses:



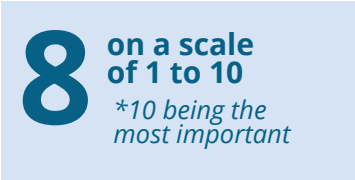
Types of Respondents:



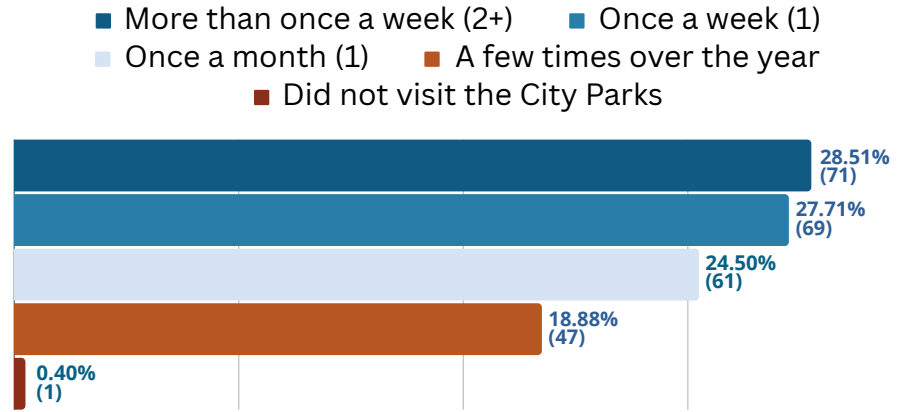
Length of Time Been Visiting Coldwater Parks For:



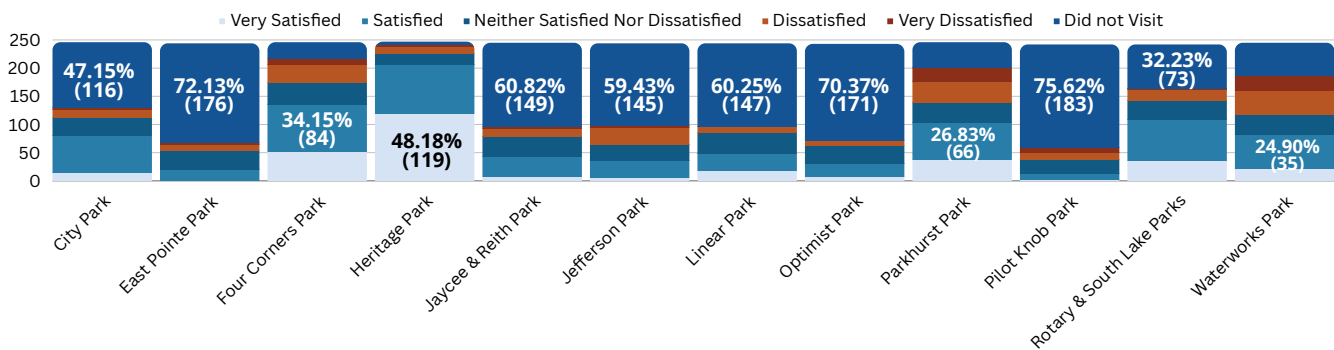
How important do you feel that parks and recreation facilities are to the quality of your life?



How Often Did You Visit City Parks?

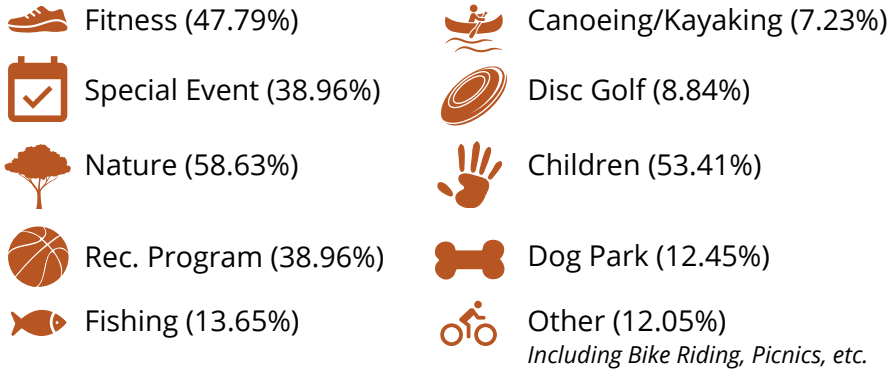


How Satisfied Are You With The Following City Parks?

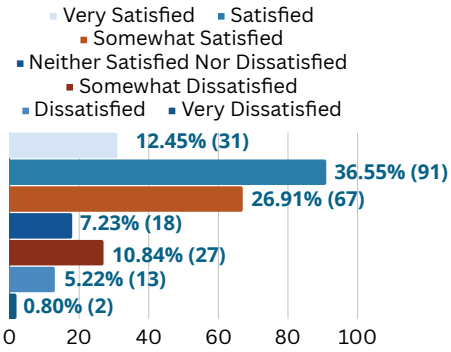




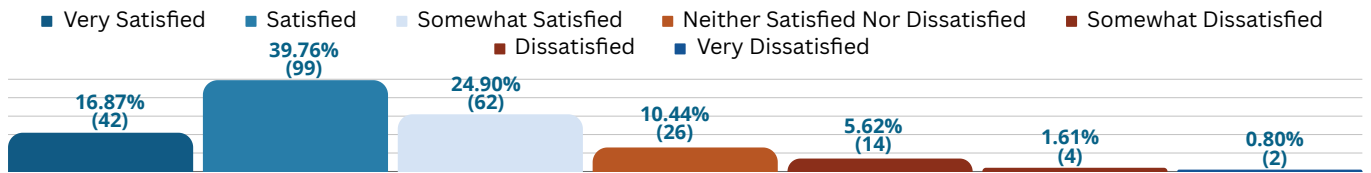
Why Did You Visit The Parks? *0.40% skipped (1)*



Satisfaction with current maintenance of public parks and recreation facilities:

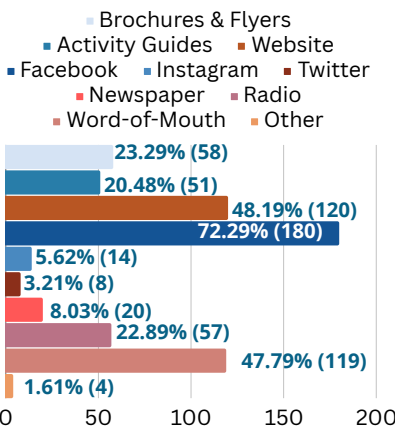


Satisfaction with the improvements made to Parks & Rec since the last master plan:



How do you stay up-to-date on recreation programs & activities?

1.61% skipped (4)



Rank how important the following are to you:

1 being the most important, 12 being the least important | Averages shown

1 Expanding Trail System	7 Areas for Wildlife Viewing
2 Updating Existing Parks	8 Improving or Adding Baseball/Softball Courts
3 Improving or adding Outdoor Gathering Spaces	9 Improving or Adding Tennis/Pickleball Courts
4 Upgrading Supporting Facilities for Existing Recreational Areas	10 Improving or Adding Basketball Courts
5 Outdoor Fitness Stations	11 Improving or Adding Soccer Facilities
6 Developing Bike Routes	12 Access to Waterways

Rank how important the following features are to you when visiting a park or open space. 1 being the most important, 10 being the least important | Averages shown

1 Playgrounds	3 Bathrooms	5 Sports Courts	7 Waterfront Access	9 Outdoor Fitness Areas
2 Walking Trails	4 Splash Park	6 Green Spaces	8 Biking Trails	10 Covered/Indoor Sports Facilities



The Final Analysis: Take-Away Ideas from Community Input

An online input survey is a great opportunity for the community to engage the recreation planning process. In Coldwater, 249 people offered a range of excellent ideas and suggestions on how to move forward with parks and recreation in the City. With this data, we have been able to distill the preponderance of that information into something a little more digestible, easier to understand. While the following summation is by no means meant to convey the entirety of the online input survey results, it provides some helpful take-aways to summarize the ideas provided by the respondents:

- Heritage, Waterworks, Parkhurst, and Rotary are the most popular parks in the City.
- General aspects of parks are viewed quite favorably.
- Respondents tend to want more trails and interaction with nature, clean and secure parks, and launches/access to the river and chain of lakes.



GOALS & OBJECTIVES

Introduction

Developing goals and objectives is an important part of the parks and recreation planning process. The overall goal of the Recreation Board is to provide recreation opportunities for the Coldwater community. More specific goals are based on the demographic characteristics of the population served, the physical and environmental characteristics of the area, and the input of the community.

Goals are the broadest level. They are over-reaching and general. Objectives carry out the purpose of the goal. An action program is the last level, as it identifies specific projects and programs to be pursued over the next five years.

The action program can include organizational, staffing, programming, public information, and operation and maintenance actions. City of Coldwater Staff formulated the following goals and objectives based upon the characteristics of the overall community, the input received through the online survey, comments received throughout public meetings, and other factors such as sports participation trends.

You can see a list of completed projects from the 2019-2024 Recreation Plan in Appendix D.



GOAL A: Provide quality leisure time activities with special consideration given to activities improving health and fitness.



The recreation facilities of the City of Coldwater provide excellent opportunities for year-round programmed and informal activities. There are public lands within a quarter mile of most residents which are able to provide informal leisure time opportunities, and the Heritage Recreation Area contains a variety of free amenities, as well as vacant land upon which future amenities may be added. The Dr. Robert W. Browne Recreation Center and Dr. Robert W. Browne Aquatic Center provide excellent opportunities for programmatic and drop-in activities year-round.

Partnerships with schools, other government entities, and various recreational groups are key strategies to further enhance and diversify what is available.

Objectives:

- Provide both passive and active programming for a variety of ages and abilities of the population.
- Continue to work with existing recreation partners in the community to provide programs, leagues, and special events. Explore options for new and expanded partnerships to provide additional recreational opportunities.
- Assess, maintain, and improve the amenities throughout all of the City's large and small parks.



GOAL B: Provide safe broad community-based recreation opportunities that improve the overall quality-of-life for all Coldwater residents and guests.



Provide safe broad community-based recreation opportunities that improve the overall quality-of-life for all Coldwater residents. Respondents to the survey made clear suggestions on what needs to be added and improved in Coldwater's park system. Needs and desires included increased access to water resources, clearing the Sauk River for waterway navigation, restroom maintenance, more walking/bicycling trails, more increasing shade cover, and expanding parking, to name a few. Funding and maintenance of these additional amenities should be considered by City officials annually during capital improvement planning. In conjunction with budget allocations, seeking grants and consideration of innovative funding strategies will be critical to the success of building new recreational amenities in the City.

City assesses its inventory of facilities and its needs, it is important to compare the input and interactions between staff and the public with available information on the demographics of the City and Branch County to ensure that decisions are based upon as complete a picture of the community as possible.

Objectives:

- Provide a broad range of recreational opportunities to Coldwater's citizens that can be enjoyed by all, irrespective of age, ability, and income
- Ensure that amenities are provided in community, neighborhood, and mini-parks throughout the City
- Explore options for development of additional indoor facilities at the Dr. Robert W. Browne Recreation Center that can be economically successful and equitably financed
- Continue to add/upgrade amenities to Coldwater park facilities based upon community input and need
- Provide recreational opportunities for people with disabilities



GOAL C: Provide non-motorized facilities for recreational and transportation use.



Non-motorized pathways and sidewalks extend for almost five miles through the City of Coldwater connecting residential neighborhoods with commercial districts and City parks. A comprehensive network of sidewalks, trails, and bicycle lanes provide many benefits to citizens including recreation, basic and low-cost transportation, builds a sense of place, and provides connection to both the built and natural environments, among others.

When surveyed on which amenities they have use, 47.79% of respondents had visited the parks for fitness, and 58.63% had visited the park for nature. Furthermore, average ranking data indicated that expanding the walking trails was the most important project to citizens, and walking trails were the second most important feature. The following objectives are intended to promote non-motorized recreation and transportation throughout the City and to build a culture of safety and respect.

Objectives:

- Increase the amount of trails within the City
- Where possible, increase connectivity between parks, schools, downtown, and other destinations throughout the City via pathways, sidewalks, and bicycle lanes
- Work with other municipalities and government agencies to develop a trail system that connects to the North Country Trail, Iron Belle Trail, and other regional trail systems
- Increase the amount of designated bicycle lanes throughout local streets
- Install bicycle racks at destinations
- Continue developing trails (pedestrian/bicycle and waterway) along the Sauk River



GOAL D: Develop Water Recreation Opportunities



Many of the comments received from the online survey support increased opportunities for access to the lakes and rivers in Coldwater. These are unique resources that offer additional opportunities for active and passive recreation. Furthermore, results from the survey also indicate a strong desire for additional nature and outdoor-related programming.

Coldwater has an abundance of waterbody resources. These include Cemetery Lake, South Lake, and the Sauk River. The waterbodies located within the City also connect to a chain of lakes that span through the City of Coldwater, Coldwater Township, and Girard Township. Over the past few years, the City has placed an emphasis on developing and expanding the public access to these water resources to provide our citizens with more recreational opportunities.

Objectives:

- Enhance existing and develop new public observation, fishing, and lake access opportunities in the City of Coldwater
- Provide infrastructure for kayak and canoe usage within the City's waterways including access points and storage facilities, as well as regular removal of debris
- Continue to develop and maintain a waterway trail along the Sauk River
- Continue the planned development at Rotary Park to increase access to Coldwater's water resources
- Develop opportunities, alone or in partnership with other agencies, to educate citizens about the area's natural resources



GOAL E: Acquire and retain public land for future generations.



Coldwater is proud of its parks and recreational facilities and realizes they contribute to the quality of life of its residents. When access to natural areas is enhanced, these areas are a draw for residents and visitors, contributing to the larger economic development picture in Coldwater. Additional land may need to be acquired to add specific facilities or to preserve natural features.

As demonstrated in Figure 9 of the Recreation Inventory, a significant amount of development has been underway on the eastern side of the City. Because of this, the City hopes to obtain land that can be preserved and developed for parks, recreation, and public greenspace.

Objectives:

- Retain existing parkland and acquire new public lands to meet the recreational needs of the community as opportunities arise
- Preserve and protect open space and other important natural features in Coldwater
- Consider converting undeveloped land into public greenspace
- Place an emphasis on land acquisition throughout the eastern side of the City as increasing development continues to occur



GOAL F: Create community awareness of Coldwater's recreational opportunities and promote them to citizens and visitors.



During the survey period, Staff frequently received comments indicating that members of the public were not aware of all of the City's facilities and amenities. This is particularly true of the Neighborhood and Mini Parks, which tend to serve the residents within their respective immediate areas. By promoting awareness of all of the City's recreation facilities, some residents may become aware of nearby amenities, or may visit a park in a different neighborhood than their own. These Neighborhood and Mini Parks may make ideal locations for specific amenities which could draw visitors from across the City, as well.

Objectives:

- Continue to actively market the City's parks programs and amenities
- Partner with other local units of government and other recreation providers in Branch County to further promote Coldwater's recreational opportunities and activities
- Work with local arts and culture organizations to provide unique programming opportunities at the City's recreational sites and other venues
- Continue to seek input from residents as to the effectiveness of facility development and programming



GOAL G: Preserve/Promote/Protect an accessible and inclusive environment throughout Coldwater's Parks & Recreational opportunities



The City Staff and members of the various boards that have contributed to the development of this plan understand that providing recreational opportunities for its residents and guests plays a vital role in the promoting health & wellness (both physical and mental health), improves overall quality of life, contributes to the community identity, provides safe gathering spaces, creates social equality, and conserves the areas natural habitat, among many others.

The City aims to preserve, promote, and protect its recreational environment and programming as a place for people of all ages and ability, regardless of any challenges pertaining to structural, social, and economic barriers. Residents of the City tend to be slightly younger than those in Branch County, with an average age of 40.1 within the City and 41.2 in the same age range (2021 Census American Community Survey). The same data provides additional demographic insight regarding the importance of access to varied recreation opportunities: 15.1% of City residents speak a language other than English at home; median household income for City residents is \$45,021 with poverty rate of 15.0%, compared to \$56,077 and 12.5% respective statistics in Branch County. With these numbers in mind, consideration should be made to the variety of programming, as well as efforts to reduce costs to the citizens and provide casual and drop-in options near to residential neighborhoods.

Objectives:

- Continue to assess and evaluate the City's recreational equipment and facilities for improved accessibility for people of all ages and abilities
- Place an emphasis on "Universal Design" features for new projects and additions
- Enhance the City's ability to effectively communicate with citizens by placing a priority on expanding the language options throughout signs intended for wayfinding, rules/guidelines, safety concerns, etc.
- Continue program development for special needs populations, partnering with local and regional recreational providers, where feasible
- Ensure that improvements and upgrades to park facilities are handicapped- accessible



ACTION PROGRAM

Overview

With goals and objectives in place, City of Coldwater Staff developed a five-year action program that will enable it to move toward accomplishing the goals and objectives. The action program details the direction the Recreation Department wishes to take over the next five years in order to maintain and improve the quality and diversity of its park and recreation opportunities.

Potential projects are shown on the following page. Each action item on the project list relates to one or more of the lettered goals from the Goals and Objectives section of this plan. The potential capital improvements that are described on the following page have been established to provide a framework for decision makers, and to enable Coldwater to apply for grant funding for the proposed projects.

The project list is not a fixed element nor is it exhaustive. The project list reflects the results of the input received from City Staff and the online survey. Future circumstances, particularly the availability of funding; the emergence of project champions; and the ability to acquire public lands may influence the order in which the projects are completed.





Financing Potential Improvements

Funding for parks and recreation capital improvements can come from a range of local, state, and federal programs. Grant funding is available for parks and recreation projects. However, applicants need to target potential funding agencies and programs very carefully so as to meet the specific criteria required. Appendix B contains a current listing of programs and agencies that can provide funding for parks and recreation projects.

Coldwater Recreation Action Plan: Projects

Action Item	Relates to Goal	Justification
Continue expansion of the Rotary Park	A, B, C, D, F, G	Online survey, improves access and functionality
Work with MDOT to construct a pedestrian underpass for US-12 bridge	A, B, C, D, G	Online survey, improves access and functionality, staff input
Provide art (sculptures, statues, murals) throughout parks	B, F, G	Online survey, staff input
Increase lighting within parks and throughout trails	A, B, F, G	Online survey, staff input
Acquire additional land for recreation as availability arises	A, B, D, E, F	Online survey, staff input
Construct a new, universally designed playground at Heritage Recreation Area	B, F, G	Online survey, staff input
Increase tree canopy coverage at all parks	A, B	Online survey, staff input
Establish and construct watercraft launches along Sauk River	A, B, C, D, F, G	Online survey, improves access and functionality, staff input
Include multi-lingual signage throughout all parks	A, B, F, G	Staff input
Expand trail network and create more bike lanes on local streets to improve connectivity	A, B, C, E	Online survey, improves access and functionality, staff input
Construct a paved trail that connects the City to the Village of Quincy, Iron-Belle Trail, and North Country Trail	A, B, C	Online survey, improves access and functionality, staff input
Continually replace park amenities on an as-needed basis for playground equipment, accessibility improvements, and the addition of park amenities	B	Online survey, staff input

Continue Expansion of Rotary Park



The Rotary Park Expansion Project will be constructed in three (3) phases and aims to increase public access to the community's water resources, expand upon the trail system, begin to develop the nearly 32 acres located at South Lake Park. The project is planned to include a new boat launch, a boat dock, marsh boardwalk, multiple pavilions, increased parking, paved/universal accessible trails, observation deck, a disc golf course, a fishing pier, and nature trails.

Construct Pedestrian Underpass for US-12 Bridge



Currently, connecting from Heritage Recreation Area to Rotary Park is significantly challenging due to the high traffic volume.

The City will work with the Michigan Department of Transportation (MDOT) to construct a pedestrian bypass located under US-12 in an effort to further enhance the connectivity of the City's trail network system.

Increase the Amount of Art, Sculptures, and Statues Within City Parks



The City aims to increase the amount of art that is available to the public in the form of sculptures, statues, and murals for the purpose of enhancing the beauty of the City's greenspaces along with creating a sense of place through cultural enrichment.

Some areas of focus include: Four Corners Park, City Park, Rotary Park, Waterworks Park, Optimist Park, and Linear Park.

Increase Lighting Within Parks and Throughout Trails



The survey results demonstrated a desire among our residents for an increase in lighting throughout the City's park and trail system.

Currently, the City of Coldwater and the Coldwater Board of Public Utilities plan to significantly increase the lighting at Waterworks Park through a combined financial effort in FY2024-25.

The City will continue to determine and provide lighting where it is most needed throughout the other parks.

Acquire Additional Land for Recreation



The City intends to retain the land it currently owns while also aiming to acquire additional land that could be of recreational benefit to the public as the opportunity arises. There is significant development on the eastern side of the City as demonstrated by Figure 9, so an emphasis on obtaining land for public greenspace will be a cornerstone objective moving forward.

Construct New Playground with Universal Design Features



The City aims to construct a large-scale universally designed playground to compliment the other park features located within the Heritage Recreation Area. The preferred location would be between the splash pad that was recently constructed and the skate park.

Increase Tree Canopy Coverage At All Parks



An emphasis on tree-planting and increasing the amount of shade was found often among survey results gathered from the public.

The City will continue its efforts to expand its tree canopy coverage and place an emphasis on evaluating and addressing areas of need; particularly along trails and areas where coverage is currently lacking.

Establish and Construct Watercraft Launches Along the Sauk River



The City has begun clearing areas along the Sauk River with the goal to provide a waterway system that connects to the chain of lakes that spans much of Branch County. The City hopes to establish watercraft launches along the river to increase public access to water recreation. This will require the cooperation of many private land-owners along the river. Feedback from the public survey results indicate that our residents place a priority on expanding access to the area's water resources.

Incorporate Multi-Lingual Signage Throughout All Parks



The Coldwater community has an abundance of diversity with residents from various racial, ethnic, and cultural backgrounds. The City aims to incorporate multi-lingual signage throughout all of its parks in an effort to improve inclusivity and accessibility for all of its residents and guests.

Construct New Playground with Universal Design Features



The City intends to expand upon its non-motorized trail system and improve connectivity throughout the entire community. Increasing the amount of trails in the City's parks and continuing to establish marked bicycle lanes on local streets will ensure safe routes for our residents and provide an opportunity for better health and wellness.

Construct Trail to Village of Quincy, Iron-Belle Trail, and North Country Trail



Currently, all major trail systems circumvent the City of Coldwater. The City will aim to work with other government bodies to acquire land and construct a non-motorized trail that connects to other regional trail systems. The first phase will be to establish a route that connects the City of Coldwater with the Village of Quincy. Later phases should target connecting to both the Iron-Belle Trail and the North Country Trail.

Continually Replace Park Amenities As Needed



The City will continue to routinely evaluate the park inventory and amenities in order to repair and replace all necessary items as needed. When replacing antiquated equipment, the City intends to ensure that all new features are ADA compliant and have a universal design when applicable.

PLANNING PROCESS

In an effort to provide quality recreational opportunities for its citizens, Coldwater has developed this recreation plan as a tool to guide the development of park and recreational facilities over the next five years. This plan represents its ongoing commitment by the City to establish recreational goals and objectives for the community. The plan will also provide Coldwater eligibility for grants from the Department of Natural Resources to assist the City in reaching its recreational goals.

The City of Coldwater Staff created this plan throughout 2023. The first meeting was held in April 2023. The plan was reviewed by the Recreation Board at their meeting on November 7, 2023. The plan was reviewed by the Planning Commission at their December 2023 and January 2024 meeting and a Public Hearing was held on January 22, 2024.

Data was collected about the City of Coldwater, including demographics and an inventory of the facilities within the 14 parks owned and operated by the City. This data was gathered from a number of resources including City staff, the 2019 Coldwater Recreation Plan, the Recreation Board, research of aerial images, and through field visits. This information helped determine where the City of Coldwater was in terms of providing recreational facilities in comparison to recommended standards.

Two opportunities for input and participation were provided during the development of this plan, the results of which were described in an earlier section of this plan. Based upon the existing information and the public input, City staff developed goals for parks and recreation in the City of Coldwater.

Staff completed a draft Recreation Plan which was subsequently available for review at the Henry L. Brown Municipal Building, and on the City's website. The 30-day Notice of Review was published in the Daily Reporter on December 20, 2023. Both the City's Planning Commission and Recreation Board voted to recommend the City Council to adopt the plan. The final opportunity for community input occurred at the advertised Public Hearing prior to adoption of the plan, which was held on January 22, 2024. The City of Coldwater approved a resolution to adopt the recreation plan at the City Council meeting on January 22, 2024. Copies of the Recreation Plan were transmitted to Branch County, the Southcentral Michigan Planning Council, and the Michigan Department of Natural Resources in January 2024. Copies of the notification advertisements, the public hearing minutes, the resolution, and the transmittal letters are included in Appendix C.

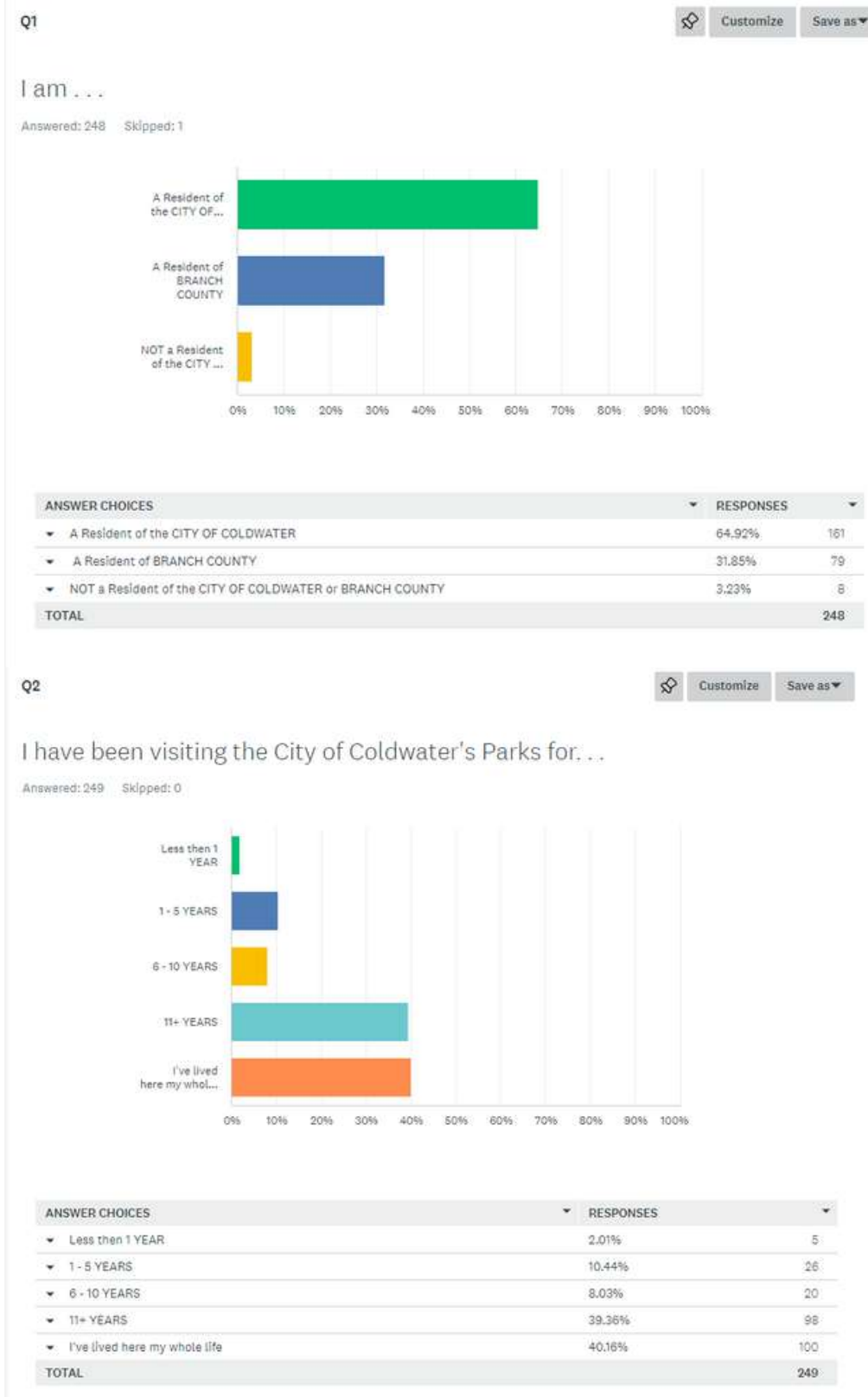


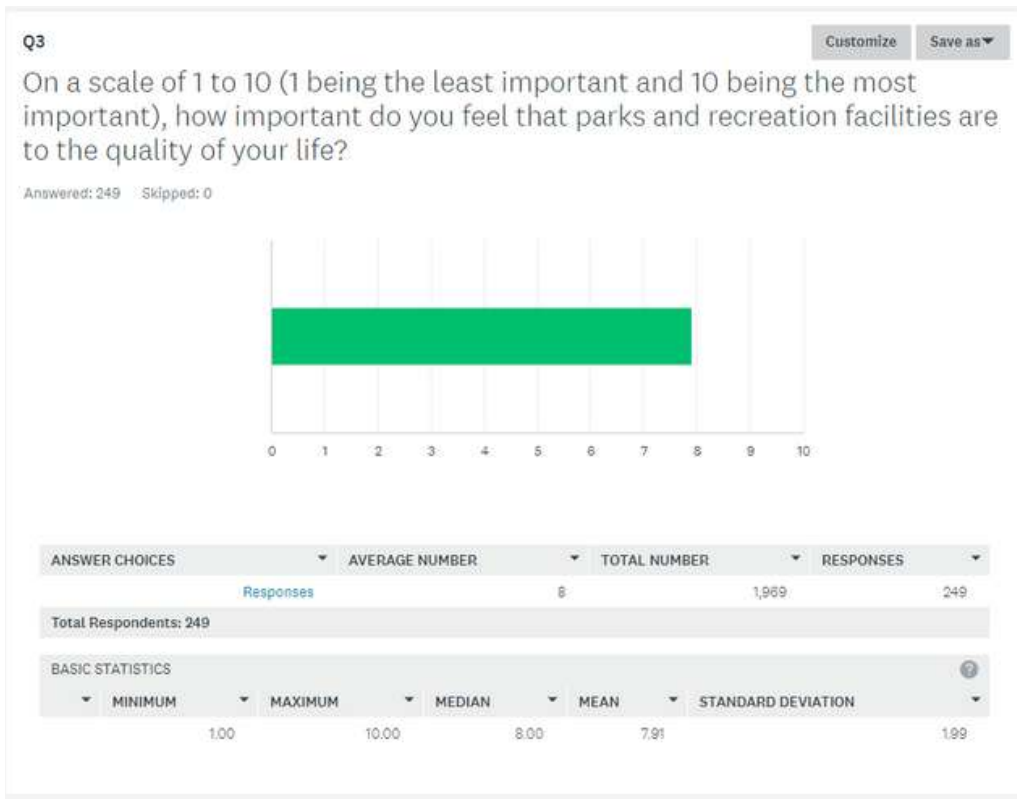
Planning Timeline

- Apr. 2023** **11** First Rec. Plan Meeting w/City Staff
- Jul. 2023** **26** Rec. Plan Opens
- Oct. 2023** **1** Rec. Plan Closes
- Nov. 2023** **7** Recreation Board Reviewed Plan
- Dec. 2023** **4** Planning Commission Reviewed Plan
- 11** Daily Reporter Public Hearing Notice
- 22** City Council gets first draft of Rec. Plan
- Jan. 2024** **08** City Council Rec. Plan Update
- 10** Special Recreation Board Meeting
- 15** Planning Commission Reviewed Plan
- 22** Public Hearing & Approval at City Council

APPENDIX A

Public Input Documentation | SurveyMonkey | [Online Link Here](#)





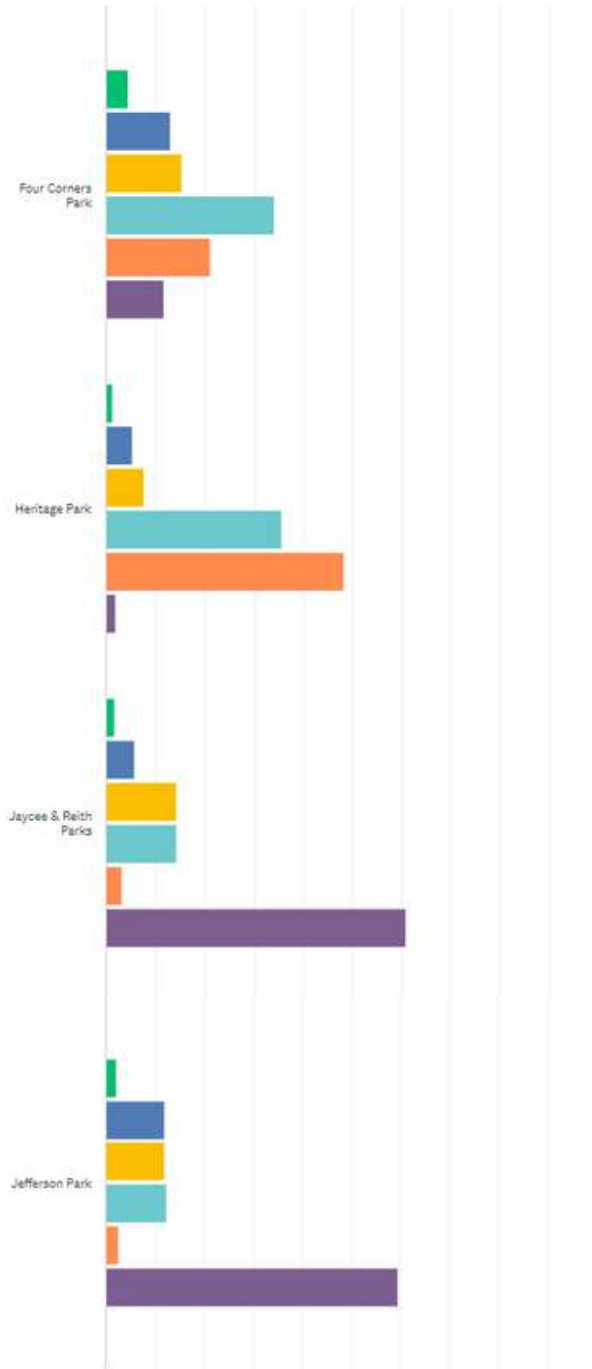


Q4 cont.

[Customize](#) [Save as](#)

Over the last year, how satisfied have you been with the following City Parks?

Answered: 249 Skipped: 0



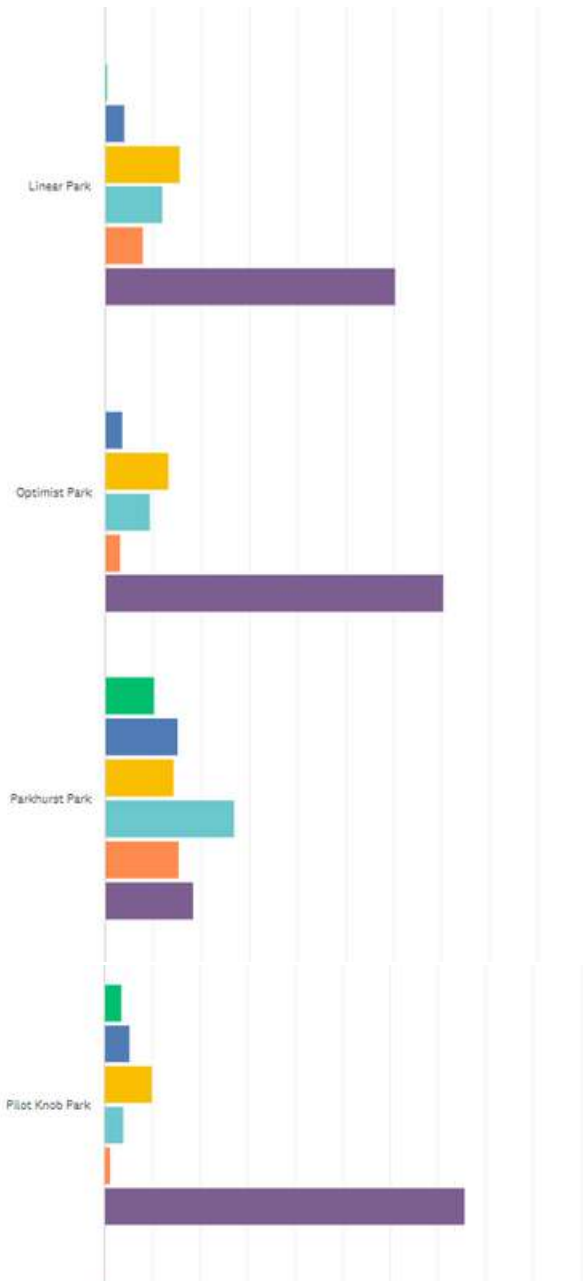


Q4 cont.

[Customize](#) [Save as](#)

Over the last year, how satisfied have you been with the following City Parks?

Answered: 249 Skipped: 0

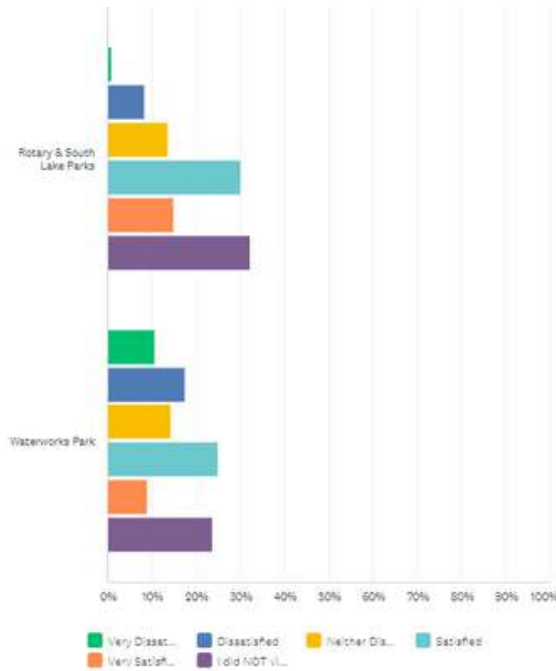


Q4 cont.

Customize Save as ▼

Over the last year, how satisfied have you been with the following City Parks?

Answered: 249 Skipped: 0



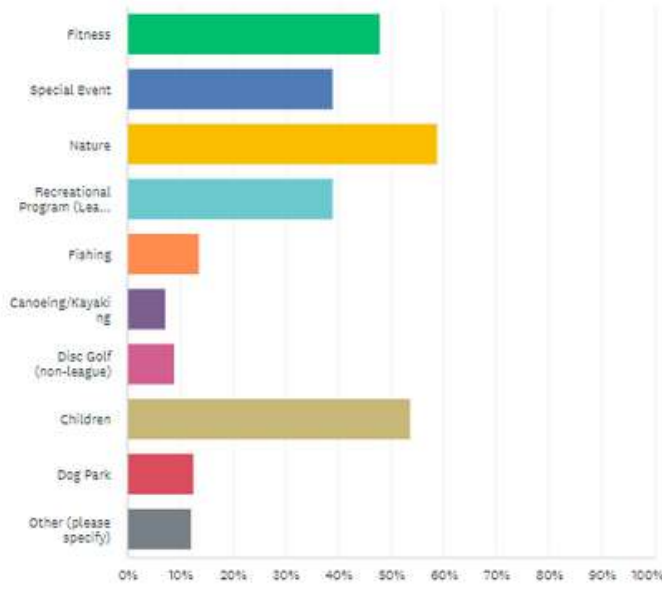
	VERY DISSATISFIED	DISSATISFIED	NEITHER DISSATISFIED NOR SATISFIED	SATISFIED	VERY SATISFIED	I DID NOT VISIT THIS PARK WITHIN THE LAST YEAR	TOTAL	WEIGHTED AVERAGE
City Park	1.22% 3	5.69% 14	13.01% 32	26.83% 66	6.10% 15	47.15% 116	246	3.68
East Pointe Park	1.23% 3	4.91% 11	13.52% 33	8.61% 21	0.00% 0	72.13% 176	244	3.06
Four Corners Park	4.47% 11	13.01% 32	15.45% 38	34.15% 84	21.14% 52	11.79% 29	246	3.62
Heritage Park	1.21% 3	3.26% 13	7.69% 19	35.63% 88	48.16% 119	2.02% 5	247	4.27
Jaycee & Reith Parks	1.63% 4	5.71% 14	14.29% 35	14.29% 35	3.27% 8	60.82% 149	246	3.30
Jefferson Park	2.05% 5	11.89% 29	11.89% 29	12.30% 30	2.46% 6	39.43% 97	244	3.03
Linear Park	0.41% 1	4.10% 10	15.57% 38	11.89% 29	7.79% 19	60.25% 147	244	3.67
Optimist Park	0.00% 0	3.70% 9	13.17% 32	8.47% 21	3.29% 8	70.37% 171	243	3.42
Parkhurst Park	10.16% 25	15.04% 37	14.23% 35	26.83% 66	15.45% 38	18.28% 45	246	3.27
Pilot Knob Park	3.72% 9	5.37% 13	9.92% 24	4.13% 10	1.24% 3	75.62% 183	242	2.76
Rotary & South Lake Parks	0.83% 2	8.26% 20	13.64% 33	30.17% 73	14.88% 36	32.23% 78	242	3.74
Waterworks Park	10.61% 26	17.55% 43	14.29% 35	24.90% 61	8.98% 22	23.67% 58	246	3.08

Q5

Customize Save as

Over the last year, why did you visit the above park(s)? Select all that apply.

Answered: 248 Skipped: 1



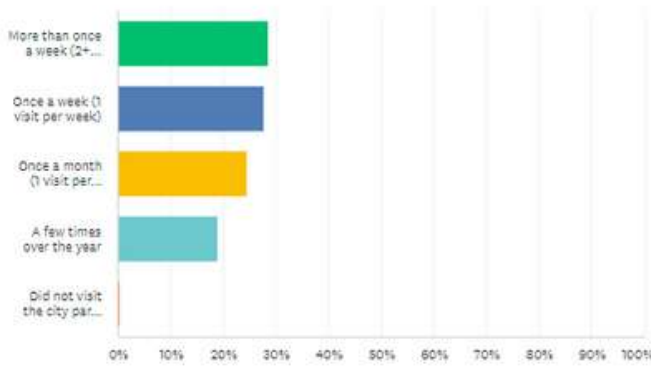
ANSWER CHOICES	RESPONSES
▼ Fitness	47.98% 119
▼ Special Event	39.11% 97
▼ Nature	58.87% 146
▼ Recreational Program (League Sports, Games, etc.)	39.11% 97
▼ Fishing	13.71% 34
▼ Canoeing/Kayaking	7.26% 18
▼ Disc Golf (non-league)	8.87% 22
▼ Children	53.63% 133
▼ Dog Park	12.50% 31
▼ Other (please specify)	Responses 12.10% 30
Total Respondents: 248	

Q6

[Customize](#) [Save as](#)

Over the last year, how often did you visit city parks?

Answered: 249 Skipped: 0



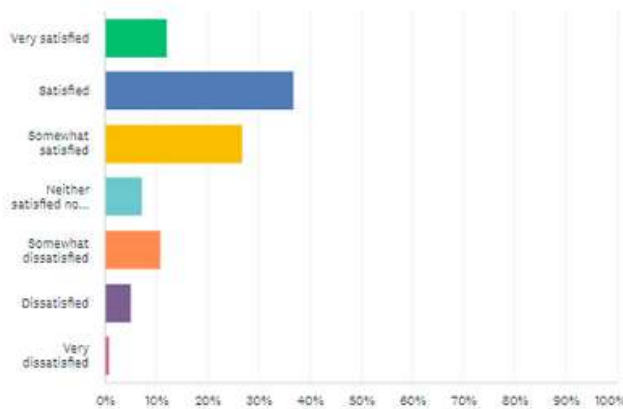
ANSWER CHOICES	RESPONSES
More than once a week (2+ visits per week)	28.51% 71
Once a week (1 visit per week)	27.71% 69
Once a month (1 visit per month)	24.50% 61
A few times over the year	18.88% 47
Did not visit the city parks in the last year (0 visits)	0.40% 1
TOTAL	249

Q7

[Customize](#) [Save as](#)

Overall, how satisfied are you with the current maintenance of public parks and recreation facilities available in the City of Coldwater?

Answered: 249 Skipped: 0



Q7 cont.

Customize Save as

Overall, how satisfied are you with the current maintenance of public parks and recreation facilities available in the City of Coldwater?

Answered: 249 Skipped: 0

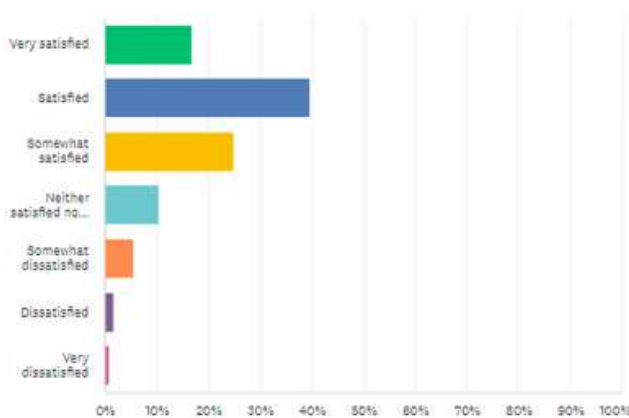
ANSWER CHOICES	RESPONSES	
Very satisfied	12.05%	30
Satisfied	36.95%	92
Somewhat satisfied	26.91%	67
Neither satisfied nor dissatisfied	7.23%	18
Somewhat dissatisfied	10.84%	27
Dissatisfied	5.22%	13
Very dissatisfied	0.80%	2
TOTAL		249

Q8

Customize Save as

Overall, how satisfied are you with the improvements made to public parks and recreation facilities since our last master plan?

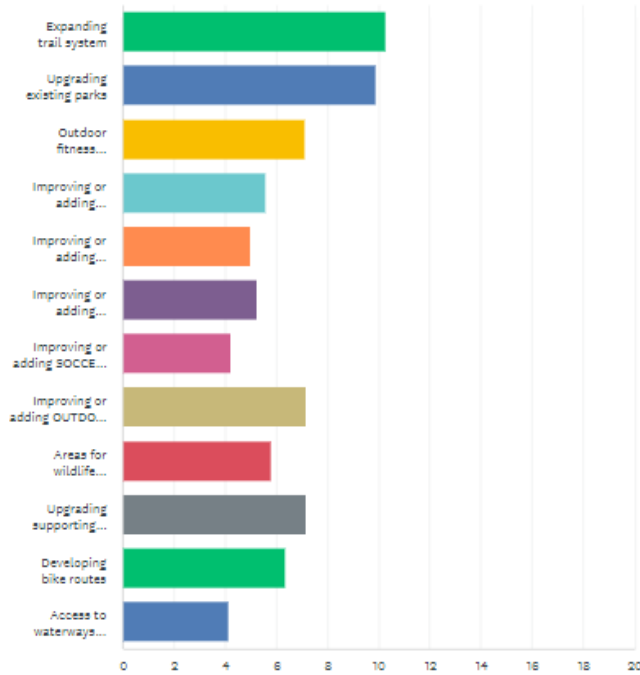
Answered: 249 Skipped: 0



ANSWER CHOICES	RESPONSES	
Very satisfied	16.87%	42
Satisfied	39.76%	99
Somewhat satisfied	24.90%	62
Neither satisfied nor dissatisfied	10.44%	26
Somewhat dissatisfied	5.62%	14
Dissatisfied	1.61%	4
Very dissatisfied	0.80%	2
TOTAL		249

Please rank how important the following recreational activities are to you (with 1 being the most important and 12 being the least important).

Answered: 247 Skipped: 2



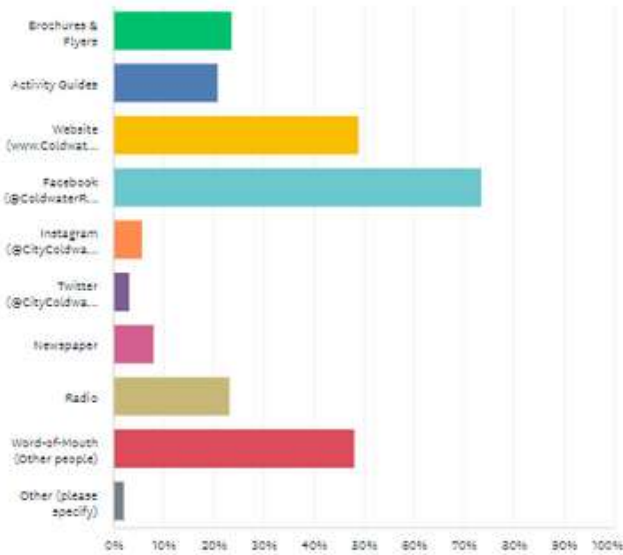
	1	2	3	4	5	6	7	8	9	10	11	12	TOTAL	SCORE
Expanding trail system	36.03% 89	28.34% 70	10.12% 25	8.10% 20	6.07% 15	2.83% 7	3.24% 8	3.24% 8	1.21% 3	0.00% 0	0.40% 1	0.40% 1	247	10.28
Upgrading existing parks	20.24% 50	29.96% 74	15.79% 39	12.55% 31	8.10% 20	6.48% 16	4.05% 10	2.02% 5	0.00% 0	0.00% 0	0.81% 2	0.00% 0	247	9.89
Outdoor fitness stations	4.86% 12	8.48% 21	17.41% 43	12.98% 32	9.72% 24	8.50% 21	9.72% 24	9.31% 23	6.88% 17	3.24% 8	2.83% 7	8.10% 20	247	7.13
Improving or adding BASEBALL/SOFTBALL FACILITIES	3.24% 8	3.64% 9	4.45% 11	10.93% 27	7.29% 18	7.69% 19	10.93% 27	10.12% 25	12.55% 31	9.31% 23	9.31% 23	10.53% 26	247	8.87
Improving or adding BASKETBALL COURTS	0.40% 1	0.40% 1	2.02% 5	3.64% 9	10.93% 27	13.36% 33	8.50% 21	14.98% 37	14.17% 35	15.38% 38	12.55% 31	3.64% 9	247	5.01
Improving or adding TENNIS/PICKLEBALL COURTS	3.24% 8	1.62% 4	5.26% 13	4.86% 12	6.07% 15	10.93% 27	10.93% 27	9.72% 24	14.98% 37	16.19% 40	7.29% 18	8.91% 22	247	6.24
Improving or adding SOCCER FACILITIES	1.21% 3	1.21% 3	1.21% 3	3.64% 9	3.24% 8	4.45% 11	12.55% 31	12.98% 32	15.38% 38	15.79% 39	17.00% 42	11.34% 28	247	4.04
Improving or adding OUTDOOR GATHERING SPACES (pavilions, venues, picnic-areas, etc.)	4.45% 11	6.07% 15	12.15% 30	13.77% 34	9.31% 23	11.74% 29	11.74% 29	14.98% 37	7.29% 18	9.64% 24	3.64% 9	1.21% 3	247	7.16
Areas for wildlife viewing	4.45% 11	3.64% 9	8.10% 20	6.48% 16	10.93% 27	8.10% 20	6.07% 15	8.10% 20	15.79% 39	12.98% 32	10.12% 25	5.26% 13	247	6.81
Upgrading supporting facilities for existing recreational areas (restrooms, parking, lighting, maps, etc.)	7.69% 19	7.69% 19	12.15% 30	10.93% 27	14.17% 35	12.55% 31	6.48% 16	1.21% 3	2.43% 6	15.38% 38	6.48% 16	2.83% 7	247	7.16
Developing bike routes	8.91% 22	9.31% 23	9.31% 23	7.69% 19	8.10% 20	8.89% 22	8.10% 20	4.86% 12	4.05% 10	4.05% 10	21.86% 54	6.88% 17	247	6.36
Access to waterways (Chain of Lakes & Sauk River)	8.26% 20	1.62% 4	2.02% 5	4.45% 11	6.07% 15	6.48% 16	7.69% 19	8.50% 21	5.26% 13	4.05% 10	7.69% 19	40.89% 101	247	4.13

Q10

Customize Save as

How do you stay up-to-date on recreation programs & activities? Select all that apply.

Answered: 245 Skipped: 4



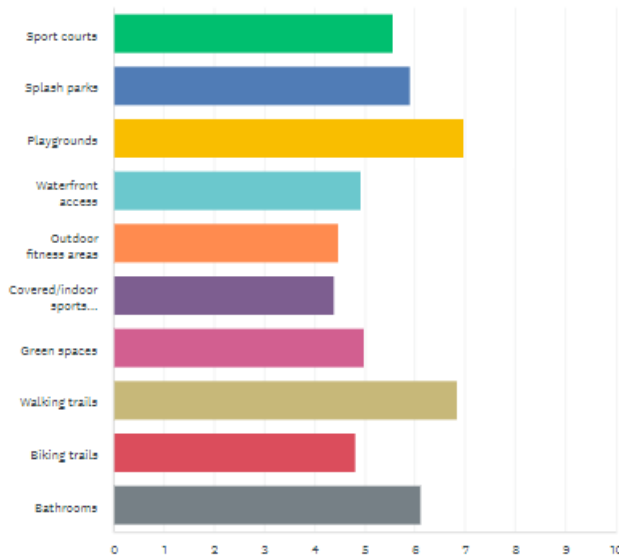
ANSWER CHOICES	RESPONSES
Brochures & Flyers	23.67% 68
Activity Guides	20.82% 61
Website (www.Coldwater.org/www.Coldwater.RecDesk.com)	46.98% 120
Facebook (@ColdwaterRecreation)	73.47% 180
Instagram (@CityColdwaterMI)	5.71% 14
Twitter (@CityColdwaterMI)	3.27% 8
Newspaper	8.16% 20
Radio	23.27% 57
Word-of-Mouth (Other people)	46.16% 115
Other (please specify)	2.04% 5
Total Respondents: 245	

Q11

Customize Save as

Please rank how important the following features are to you when visiting a park or open space (with 1 being the most important and 10 being the least important).

Answered: 237 Skipped: 12



	1	2	3	4	5	6	7	8	9	10	TOTAL	SCORE
▼ Sport courts	15.61% 37	8.44% 20	5.49% 13	6.75% 16	14.35% 34	9.70% 23	11.81% 28	7.59% 18	7.59% 18	12.66% 30	237	5.66
▼ Splash parks	6.33% 16	19.41% 46	8.86% 21	6.75% 16	13.50% 32	13.50% 32	10.55% 26	7.17% 17	7.59% 18	6.33% 16	237	5.90
▼ Playgrounds	15.61% 37	16.46% 39	21.94% 82	7.59% 18	6.75% 16	12.24% 29	10.55% 26	5.06% 12	1.69% 4	2.11% 8	237	6.97
▼ Waterfront access	5.49% 13	2.95% 7	10.97% 26	14.35% 34	9.28% 22	10.55% 26	9.28% 22	14.77% 36	10.55% 26	11.81% 28	237	4.92
▼ Outdoor fitness areas	2.95% 7	5.49% 13	3.80% 9	6.33% 16	14.77% 36	10.55% 26	15.61% 37	17.72% 42	14.77% 36	8.02% 19	237	4.46
▼ Covered/indoor sports facilities	4.22% 10	2.53% 6	4.64% 11	12.24% 29	6.33% 16	16.03% 38	11.81% 28	13.50% 32	16.46% 39	12.24% 29	237	4.39
▼ Green spaces	8.02% 19	5.49% 13	10.13% 24	9.28% 22	7.17% 17	8.02% 19	16.88% 40	13.08% 31	13.08% 31	8.86% 21	237	6.00
▼ Walking trails	23.21% 85	15.61% 37	10.13% 24	12.66% 30	7.59% 18	5.91% 14	2.95% 7	11.81% 28	8.86% 21	1.27% 3	237	6.84
▼ Biking trails	8.44% 20	8.86% 21	9.70% 23	8.44% 20	9.28% 22	6.75% 16	5.91% 14	4.64% 11	16.03% 38	21.94% 82	237	4.82
▼ Bathrooms	10.13% 24	14.77% 36	14.35% 34	15.61% 37	10.97% 26	6.75% 16	4.64% 11	4.64% 11	3.38% 8	14.77% 36	237	6.12

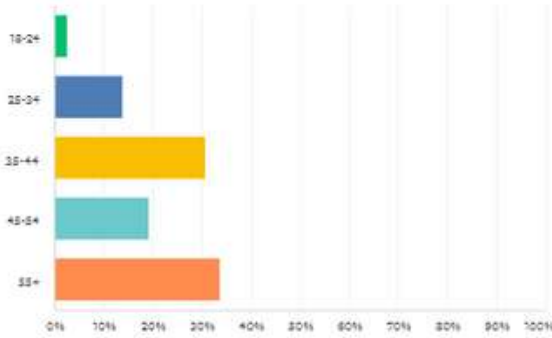


Q12

Customize Save as

What is your age?

Answered: 244 Skipped: 5



ANSWER CHOICES	RESPONSES
18-24	2.46% 6
25-34	13.93% 34
35-44	30.74% 75
45-54	19.26% 47
55+	33.61% 82
TOTAL	244

Q13

Save as

What additional comments and improvements do you have for recreational facilities & programming? Your comments will be used to help plan for the future of recreation in the Coldwater area.

Answered: 114 Skipped: 135

- See all responses on the following pages



Public Input Documentation

- Dont ever take it for granted. Always important for any age.
- Kayak Rental or Storage
- Increased biking trails
- Running & biking trails!
- Clear the Sauk River to make it navigable by kayak
- Prevent vandalism and drug use.
- As someone who lives across from heritage park there is a huge lack of parking! When there are softball tournaments the whole street is filled with parked car and it's not safe. There is a lack of lighting . What are the chances of getting more lighting in the actual park? And on the streets?! Heritage also needs more TRASH CANS around the walking paths.
- Better lighting at night and traffic control in the area
- Heritage park needs better lighting, patrolled, especially at night, the parking around the new baseball diamonds needs to be addressed as well as parking on the streets, pedestrians should not have to stop on walking paths and the stop signs entering Heritage from Western Ave should make cars stop to slow speed down. Cars race through there and around the park where people are walking and kids are playing, someone is going to get hurt. Kid's Kingdom needs to be cleaned up and patrolled/walked through to help with homeless living at the park where kids are playing.
- I didn't even know that City Park was a park until this past year. I think there should be some nice park benches placed there for walkers to stop and rest. I think a swing of some sort where 2 people can sit together would be nice and should be added there. I think if there were some things there people might actually know that is a park and feel like they can use it. Right now, I have never seen anybody use it ever and I have lived here since 1973.
- BANDSHELL IN AT LEAST ONE O
- Heritage Park needs speed bumps and/or police presence. Pedestrians do NOT have the right of way and cars are often speeding through the parking lots, some like it's a NASCAR race. For such a nice park, it's the biggest drawback for walkers, runners, and bikers having to be so careful to avoid the careless drivers. I honestly hope it doesn't take someone getting hurt or worse to get this done. Keeping on some lights around the park's perimeters near the sidewalks all around would also be great too for walkers/runners in the winter. Currently the only lights on in the dark are on the Hatch Ave. side near the baseball field and then over by the recreation center. There are plenty of very dark spots in the winter in the morning before sunrise and evening after the sun goes down very early.
- I don't like the natural effect at waterworks Park. It looks like weeds which make access to the riverbank nearly impossible to fish or for skipping stones. I remember it fondly from my childhood, playing in the shallow water, catching minnows and skipping stones. Also, picnic areas are a distance from the parking area.



Public Input Documentation Cont.

- Access to nature is so important. Also, let's see that fountain go it at Four Corners!!!
- I love the work you all are doing! Thank you for all you do.
- Areas to sit & enjoy open water/lakes.
- We don't need any more crap at Heritage Park or a boat marina. What we need is the drive along the river in Waterworks Park restored to the elderly and disable can view it from their vehicle as they previously enjoyed. Closing it was the most inconsiderate thing the parks have done next to closing the city outdoor pool which we also need replaced. JayCee Parks has also needed new playground and other equipment for decades, a pavilion and restrooms for the trail. Do something for the areas of the city that have been ignored for so long and spread the good stuff around. Music Under the stars needs to return to downtown too. Why should the wealthiest section of town get free concerts in their back yard when less fortunate folks downtown can't get to it. No one from the general public uses the schools pool and the outdoor city pool was always busy with city taxes payer enjoying it before the tore it out. They should have left it, the shower rooms and added the splash park instead of making it a one or the other choice.
- Better lighting and clean up is needed at Parkhurst Park. The playground area is not clean or safe.
- Coldwater does an excellent job maintaining its recreation areas. Heritage Park is an exceptional facility. No suggestions. Just looking forward to future improvements.
- I am a fisherman and I would like to see more places for people to fish and not fish at boat launches and also I don't think kayaks and canoes should launch close to the powerboat launch.
- East Pointe Park desperately needs new ground cover. The mulch has thinned out quite a bit and the black under layer sticking up in the air and the kids trip all over it.
- Outdoor concrete ping pong tables
- More work seems to be done by people sitting in offices. Too many surveys that the information is never used for. Get people out of the offices and into the parks cleaning and maintaining them
- Can we get group workouts? Hire/contract a personal trainer to do different workouts for different groups and different types of training.
- How about getting our youth baseball/softball programs back to prominence. It's not enough to just offer them as I was once told.
- Get rid of the nasty ass weeds around the riverbank in waterworks park. Not only are they a huge eyesore, they also prevent folks from fishing in the river.
- Possibly look into outdoor summer basketball leagues for adults and kids. Revamp men's winter basketball leagues



Public Input Documentation Cont.

- Moving forward, money/resources should be allocated towards improvement/maintenance of the current parks before any additions. We understand that certain funding (i.e. grants etc) has specific criteria/guidelines but the focus of the city should be preserving what has been already built. In closing, the deferred goal would be actions that support a clean and safe environment that is primarily focused on the youth of the community. The city will handcuff itself with growth if it is not an area where you would want to raise a family. Any and/or all decisions should align with that statement...Simply put...family first. Corey & Elizabeth
- Need shade in small dog park
- I would like to see the four corners park used for AppleFest and StrawberryFest
- Parkhurst park or kids kingdom whatever we are calling it, needs immediate attention, it's gross it's always trashed. I feel like it's the most neglected park in coldwater. Same with rotary park always trashed. Hire some cleaning crews
- Very disappointed in 4 Corners Park. There is little to no shade in a majority of usable space.
- Please update Rotary Park bathroom. It's terrible and unsafe.
- Bathroom access is too limited. Even access to vault toilets would be better than no access. This limits our outdoor activity time due to lack of access to facilities.
- A good addition would be to the outdoor basketball court outside of the Rec Center. Adding a fence around the court so balls stay in the court and do not roll into other places like the parking lot
- "Many parks need repair/replacement of ground covering such as woodchips, or preferable something softer. I noticed during my last visit to kids kingdom, there were weeds everywhere due to lack of maintenance.
- The outdoor bathrooms, such as by the splash pad, little league fields and softball fields are always filthy and without hand soap.
- I'm very thankful for the parks we have available and the improvements being made. Thanks so much for put time and effort into the spaces and reaching out for input. "
- Your doing a great job!
- Na
- There are parks in areas of the city besides the third ward which need to be updated. Jefferson park is so out of date.
- I would like to see more trails. Especially through wooded areas.
- Sidewalks in the city need improved as well.
- Many cities have parks that are all connected by a walking and biking trail and also has parking and facilities at all parks. Coldwater has "parks" that are nothing more than a grassy area. Cleaning out the Sauk river and having launch areas so people can kayak down the river would be great!



Public Input Documentation Cont.

- Please, please, please improve the surface of the 4 Slowpitch diamonds. ABSOLUTELY NO ONE agrees with the infield playing surfaces. Nothing but rocks! Please, think hard about this! USA qualifiers, state tournaments, etc.... So many events could take place here, if the infield surfaces were properly maintained and consisted of zero rocks! Butch Lehman has just been appointed Northern Indiana/Northwest Ohio/Southern Michigan One Nation Softball Commissioner and is looking to expand his region(which includes coldwater!) 100's of additional teams would come into play. Infield surfaces must be addressed!!!
- There is so much trash at the parks. We try to pick up while we're there but it's getting bad.
- Waterworks needs work. We like the natural feel but very disappointed in the playground equipment and also that Lincoln no longer has a public playground. It was paid for by taxpayers and shouldn't be private use only. Need better toddler parks. Need more festivals in the parks. Loved winterfest being in Heritage this year!! Great use of space.
- The restrooms in Waterworks Park need to be updated. They are disgusting
- Heritage park really needs to be revitalized and someone needs to clean up more often there was alot of broken glass all around
- More sporadic play features like a bouldering area that doesn't have to be in a formal playground. Ability to use fields for multiple purposes (a general sports field instead of a field only for soccer or another sport). Make it easier to get to the parks or across town without driving.
- The equipment at herritage park for young children is dated and poorly maintained. Accessibility to all the parks is very poor for children. The amount of trash, and vandalizim at Parkhurst Park is alarming. Accessibility is also poor at that park
- A long paved bike trail connecting coldwater from one side to another would be a great addition to this community! And connecting communities!
- I was at Heritage Park 2 weeks ago. No water at sink in women's restroom & only cold water in the men's restroom & no soap, ICK!
- People around here are very dog focused. Ways to integrate pets would be awesome. The small dog park is unsafe because huge gaps in fence. We also need a water source
- I'd like to see a park facility for special needs children be built at Jefferson Park.
- More nature walking paths, more off shore fishing spots without boats & kayak launches right there (the fishing pier is pitiful & unsafe) and the drug paraphernalia by the ice skate pond and rotary park are awful.
- A safe area for bike riding. The city sidewalk are hard to maneuver with kids. A safe area would be nice



Public Input Documentation Cont.

- There is a need for a safe way to cross US-12 to Rotary Park from heritage (by the Willows) That was huge
- Doing a great job. I'd like to see more crosswalks to Heritage Park for people walking from their homes to the park. East Pointe Park needs new mulch and the equipment could use some maintenance. More additions to the splash pad would be great. There needs to be an ordinance posted at the parks, Heritage in particular, about no loud music, especially at the basketball and skate parks. There is often people blasting profane music and I have to ask them to turn it off as it not appropriate for my going children to hear.
- The parking by Heritage is horrible! It should ALL be only parking on one side of the street. During tournaments and league play it is hard to get down Hatch St and people walk between parked cars. More tickets should be written in that area for speeding. Music in the park should start and end earlier. Or the volume should be turned down. The rock bands make the windows rattle and people go to bed early to get up for work. There should be a stop sign at the intersection of Bishop and Northshore. I've seen lots of close calls especially when people are parked all along the street. "
- Please give Kids' Kingdom some help. It's sad to see the shape it's in.
- The last time I was at East Pointe park(near BACC and Sheriff) it was very outdated, lots of things unusable and the mulch/weed covers were out of control. That park needs major help. Kid's Kingdom may benefit from a small splash area. Waterworks is awful. I'm sure you hear this a lot. What a shame. I would love for you to implement some of the impressive plans that the Sprague Street Coldwater Township has. The upkeep is great, they are constantly adding beautiful things as far as flowers, equipment of all types of play, the pickle ball courts are impressive.
- The demise of adult softball needs attention. Coldwater used to be the hub for softball in a four county region.
- A beach in Coldwater near heritage park would be SO lovely. What about outdoor winter sports like ice skating- please!!!!
- Coldwater township people deserves Coldwater city prices at the facilities
- Absolutely love the splash pad! Wish there were more water fountain access at the parks. Some of the tinier parks we forget even exist since there isn't much to them.
- More things in our parks that increase traffic such as more things in four corners people will walk to use.
- I would like to see an indoor area for playing soccer, not as a league, but for people like my husband and I who would like to occasionally play. The Rec Center only has basketball.
- Quit taking out trees and replacing with cement. 4 corners is not appealing anymore.



Public Input Documentation Cont.

- More diverse music in the park: Latin, Middle eastern... Expanded and improved pickleball courts-seating, covered areas and drinking water. Park with viewing the water (so much water in Coldwater and Branch county but can't see it). Need linear bike trails (Quincy to Bronson). Thanks for asking our opinions!!
- Although i know it would be a burden and cost. These parks where the children play need to be constantly monitored for drug related items and other things left there by the community. I am nervous to take my children there at all after seeing what other people have found. On one occasion i saw a homeless man sleeping in the park where the children play.
- Disappointed in the rapid decline of organized sporting activities provided by our recreation department for all age groups.
- I know sports are important to a large part of the population but we need quiet, green spaces too. Natural areas for walking, biking would be nice.
- SAFETY. I've encountered sketchy and perhaps homeless people, doing drugs and other illegal activities and it has made me not enjoy the park experience or feel safe. Walking is a prime exercise for me and I don't like walking in areas that seem to be hangouts for people trying to avoid detection by others for clandestine activities. Also dangerous dogs off leash. I hate to imagine what might happen if you added more bathrooms! even though if they were clean and safe I would appreciate them. Public safety is a real problem now in Coldwater with transient people taking up residence in public spaces.
- you have ruined water works park. Just look at the amount of people that used to go there to now.
- I moved back to Coldwater in 2020 after about 35 years away. I'm very impressed with the quality of parks in Coldwater. Great job!
- Would be nice to see kids kingdom maintains inside the play area a bit better and patrolled by authorities more.
- The parking around Heritage on Bishop and Northshore needs to be addressed. It is unsafe and disruptive to the neighborhood. Parking within the park needs to be expanded so that people aren't parking on the roads.
- You have done a great job with several of the parks. Just keep improving the other smaller parks with upgrades. We love visiting multiple parks in town. Examples: improve playgrounds at Jefferson and Jaycee, rotary park area could use improved fishing and playground would be great and more pavilions or at least tables at various spots around park.
- Not impressed with expansion of Strawberry and Apple Fest. Quality of vendors went down drastically and it looked like a carnival than a hometown event to be proud of. Also wished the brand new 4 corners could he utilized for events. Isn't that why they were re-done?

Public Input Documentation Cont.

- Bathrooms needs to be more maintained and cleaned. They are awful especially Parkhurst Park. I thought there was suppose to be a fountain at the four corners. The corner closer to the library. That would make it look way better.
- I've seen this in a park in California. They had concrete ping pong tables. Residents must bring their own paddle/balls. That would be fun and something memorable for visitors. Also had concrete foosball tables, corn hole. Worth exploring as I believe it fits the vision of what y'all have for the city.
- Would REALLY like to see Waterworks Park go back to the way it was, being able to park along the river and enjoy the park was nice, now it looks like a bunch of weeds growing along the old road. It was sad to see the way it was transformed. Lived here my whole life and it was a nice place to enjoy
- Fix the roads
- More trees and spaces with native plants
- We definitely need more bicycle lanes/trails. Coldwater has a long way to go! To be pedestrian friendly. Willowbrook rd. Needs a sidewalk super bad!!! I see more people walking/riding bikes.
- The parks/green spaces are one of the top reasons we chose to move here last year. We moved here from Berkley, MI.
- PLEASE PROVIDE CROSS COUNTRY SKI TRAILS, as soon as possible. PLEASE PROVIDE SIGNAGE FOR BIKE TRAILS FOR SAFETY
- Nothing is happening at the old Franklin School. Stop making excuses and make it a park.
- How about things for kids. They need things to do
- Monitored out door space for safety,
- I would hope that the city may consider expanding trails/ walking paths, which may also reduce foot traffic along roadways without existing sidewalks.
- ColdwaterbRec has single handily put a choke hold on youth baseball & softball. I would love to see proper programming, proper coaching, amd proper field lengths so that the city lives up to what they promised little league when they gave up the grounds to the schools.
- Possibly a few more covered pavillions, and maybe a permanent music shell or stage area. The current stage is nice, but could be larger, and a little higher..
- A park with a playground would be nice on the east side of Coldwater
- Need to get a handle on night time congregate of cars with noisey mufflers and engines. Toward dusk to much loud activate
- We need improved beach access as well as more and improved restrooms facilities.



Public Input Documentation Cont.

- I hope the sponsored yoga classes will continue. It would be nice to have women's groups organized for hiking trails or walking together. I would love to see more events in the parks geared towards women.
- I have been disappointed with the four corners park. It seemed like a huge waste of money and cutting down all the trees has not improved the look of the downtown.
- Please put in pickleball courts and develop a rec league for them.
- Our outdoor facilities are great. The community is missing out by not having a rails-to-trails facility for walking/biking. We also need more indoor facilities for winter recreation.
- Would like to see focus on all neighborhoods of city, especially near apartments and neighborhoods with small lots.
- We need a outdoor pool again. Miss the old one that we had
- Summer day camp option would be great
- Stop wasting money on this stuff. Just maintain what we have and get rid of the little parks.
- Pilot Knob park needs updating with new playground equipment and a bathroom
- The newer baseball fields need a to be updated to support 12u baseball. When renting fields we have to play on the softball fields and they do not provide the best experience for that level. Also the infields are more rock than dirt which cause injuries when sliding into bases. The staff in the rec building also could be more customer friendly. Many times we rented fields and then show up and have to move the bases. When we call we are told that the reservation was not booked. Poor experience.
- Better usage of land for connected walking and biking trails. Biking throughout the city is poorly considered.
- Maybe having rentals for kayaking or small boats for the lake access? Nice lighting for evenings for parents that work later and take there kids out to parks in the evenings
- I feel the city needs to regain the little league mentality, not recreation ball. We have a lot of kids in this community and they are leaving coldwater to play else where, as Redbirds is too expensive and rec ball is not competitive enough. I feel as a city resident we should have affordable options for "all" of our children.
- Put winterfest back downtown. Better maintenance on all parks and grounds. Add to dog park.
- Coldwater does have a beautiful park system. Just keep them clean, beautiful and in good repair.
- Need to have strawberries and apples at the festivals and bring them back to main street!
- Would love a walking/bike route from River Rd into the city to be able to walk or ride to the parks.
- Would love to see all of the historic military stuff moved to Oak Grove cemetery where it can be displayed all together and open the park for other things.



Public Input Documentation Cont.

- We need more bike racks around the City of Coldwater. There are not many places you can park and lock up your bike. Also, it would be SO NICE to have an outdoor dance studio/fitness area. I'm a dancer and there's no where to practice in the area unless you rent a space at a studio. Would be great to have a large pavilion with wood floors and fans. Maybe even portable barres. AND it would be awesome to have an outdoor food truck park. As far as programming goes, we need Zumba or Line Dancing. There are VERY FEW dance studios around here that cater to adults and none of them offer those classes. A designated picnic area with lights like the ones on Monroe Street would be nice as well. There aren't really any safe, family-friendly outdoor locations to go when it gets dark. Lastly, would it be possible to have some outdoor flyer holders? Heritage Park and the HLB Building are the only places where you can get info and it would be nice to be able to have access to them on the east side of 69.
- Need more bathrooms, better bathrooms, well taken care of bathrooms, and not have them locked

APPENDIX B

Potential Funding Sources for Future Projects

Michigan Natural Resources Trust Fund (MNRTF)

- Match requirement – minimum of 25%
- Development grants
 - Minimum Grant Request \$15,000
 - Maximum Grant Request \$500,000
- Acquisition grants
 - No minimum or maximum
- Goals of MNRTF Board
 - Resource Protection – very important
 - Water Access
 - Community Recreation
 - Urban Recreation
 - Economic Development
- Due annually on April 1 (secondary application for acquisition only in August)
- www.michigan.gov/dnr-grants

Land and Water Conservation Fund (LWCF)

- Administered by MNRTF, applications due annually on March 1
- 50% match required
- Minimum grant request \$30,000 (\$60,000 project total)
- Maximum grant request \$75,000 (\$150,000 project total)
- Funds a wide variety of outdoor recreation projects
- www.michigan.gov/dnr-grants

Michigan Department of Transportation - Transportation Enhancement Funds

- For non-motorized transportation (paths) and rehabilitation and operation of historic transportation buildings, structures, or facilities (bridges, railroad depot, etc.)
- 20% minimum match required, 40% recommended
- Eligible applicants include county road commissions, cities, and villages. Other organizations may *sponsor* applications (i.e. County Road Commission or local MDOT office sponsors a township application)
- Rolling on-line application process
- www.michigan.gov/mdot Go to “Projects and Programs”.

Other programs to consider:

Coastal Program – Great Lakes – US Fish and Wildlife Service

- Grants to conserve fish and wildlife and their habitats and to support healthy coastal ecosystems
- Rolling application process
- www.fws.gov/midwest/greatlakes/apply.htm

Potential Funding Sources for Future Projects (continued)

Specific sports and sports foundations

- United States Tennis Association (USTA) –
 - funding for tennis courts and programs
 - www.usta.com
- Major League Baseball
 - Baseball Tomorrow Fund, more info at www.baseballtomorrow.com
- United States Soccer
 - www.ussoccerfoundation.org

Safe Routes to School

- For projects near elementary and middle schools:
 - Sidewalks and off-street pedestrian facilities
 - On-street and off-street bicycle facilities
 - Traffic calming and speed reduction
 - Pedestrian and bicycle crossing improvements
 - Traffic diversion improvements in the vicinity of schools
- Need to complete the safe routes planning process to apply
- www.saferoutesmichigan.org

Trust for Public Land (TPL)

- Conservation Transactions: TPL helps structure, negotiate, and complete land transactions that create parks, playgrounds, and protected natural areas. TPL serves as an independent agent, buying land from willing landowners and then transferring it to public agencies, land trusts, or other groups for protection. In some instances, TPL will protect land through conservation easements, which restrict development but permit traditional uses such as farming and ranching. More information at www.tpl.org

Michigan Department of Environmental Quality (MDEQ) Nonpoint Source Pollution Control Grants

- Must be part of a watershed management plan
- Projects aimed at reducing nonpoint source pollution (streambank and shoreline stabilization, rain gardens, erosion control, conservation easements)
- www.michigan.gov/deq - Go to “Surface Water” and then to “Non-point Source Pollution”.

Community Foundations, Private Foundations, and Endowments

APPENDIX C

Adoption Documentation

City Council: Regular Meeting Minutes December 11, 2023 Minutes

Daily Reporter Public Hearing Notice: December 20, 2023

Recreation Board: Special Meeting Minutes January 10, 2024

Planning Commission: Regular Meeting Minutes January 15, 2024

Planning Commission Resolution 24-06

City Council: Regular Meeting Minutes January 22, 2024

City Council Resolution 24-05



City Council: Regular Meeting Minutes December 11, 2023

Council Chamber
Henry L. Brown Municipal Bldg.
One Grand Street
Coldwater, Michigan



December 11, 2023
5:30 p.m.
(517) 279-9501
www.coldwater.org

CITY COUNCIL MINUTES Regular Meeting

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

MEMBERS PRESENT: Mayor Kramer called the meeting to order with the following Councilmembers present: Travis Machan representing the 1st Ward; Chad Johnson and Jim Knaack representing the 2nd Ward; Michael Beckwith and John Petzko, representing the 3rd Ward; and Randall Hazelbaker and Scott Houtz representing the 4th Ward.

Council Action: Motion by Councilmember Machan, seconded by Councilmember Knaack, to excuse the absence of, Councilmember Emily Rissman, as presented.

Ayes: 8

Nays: 0

Motion carried.

OTHERS PRESENT: Keith Baker, Megan Angell, Joe Scheid, Patrick Kelley, Steve Trall, Dave Schmaltz, Tom Eldridge, Carmen Cardenas, Jake VanBoxel, Paul Jakubczak and Shauna Chávez; Don Reid, Bill Flickinger, Paul Plant and two others.

PUBLIC COMMENTS

- None.

CONSENT AGENDA (Item Numbers 1-7):

The items listed in the Consent Agenda are considered to be routine by the City Council and the City Manager and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Councilmember or citizen. In this event, the item will be removed from the Consent Agenda and Council action will be taken separately on said item. Those items so approved under the heading "Consent Agenda" will appear in the Council minutes in their proper form.

1. City Council Regular Minutes of November 27, 2023.
2. Coldwater Public Library Advisory Board Regular Minutes of October 2, 2023.

City Council: December 11, 2023 Minutes (Continued)

CITY COUNCIL MEETING AGENDA
December 11, 2023

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3. Planning Commission Regular Minutes of August 7, 2023.
4. Board of Public Utilities' Regular Minutes of November 1, 2023.
5. Michigan South Central Power Agency Board Regular Minutes of October 5, 2023.
6. Board of Public Utilities' Reports and Financial Statements for October, 2023.
7. City of Coldwater monthly Financial Report for October, 2023.

ACTION ON THE CONSENT AGENDA

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Beckwith, to approve Consent Agenda Items 1-7, as presented.

Ayes: 8

Nays: 0

Motion carried.

END OF CONSENT AGENDA

8. Bills and Accounts: \$ 729,873.71.

Council Action: Motion by Councilmember Hazelbaker, seconded by Councilmember Houtz, to approve Bills and Accounts in the amount of \$ 729,873.71, as presented.

Ayes: 8

Nays: 0

Motion carried.

*Tom Eldridge - Finance Director introduced Carmen Cardenas as the new Assistant Finance Director.

9. City Manager's Report.

Personnel Updates

Carmen Cardenas has accepted the open Assistant Finance Director position. Carmen received a Bachelor of Business in Finance and International Business degree from Saint Mary's College in Notre Dame, Indiana. She brings over nine years of experience specializing in budgeting, cost saving analysis and financial reporting. Carmen and her family live in Coldwater. Her first day was December 4. We want to welcome Carmen to the City of Coldwater/Coldwater Board of Public Utilities.

City Council: December 11, 2023 Minutes (Continued)

CITY COUNCIL MEETING AGENDA
December 11, 2023

Page 3

Anna Skelly has been promoted from Staff Accountant to Senior Accountant effective November 13. Congratulations Anna!

Mariah Welke - The City would like to thank and congratulate Mariah on her five-year anniversary working full time for the Coldwater Recreation Department. Mariah worked part-time for the City for 13 years before taking on a full time roll with the department. Thank you for your creativity and dedication to the community.

US-12 / Willow Ln. Intersection

A number of residents of the Pilot Knob neighborhood (Willow Ln./Lucky Dr.) have expressed concern over the reduced visibility of oncoming westbound US-12 traffic as a result of the recent US-12 bridge restoration and sidewalk improvement project. City staff have been in contact with MDOT engineers and the issue is being reviewed for possible corrective actions. The City appreciates MDOT's responsiveness and residents' patience as we work through this issue.

Leaf & Brush Collection

Brush collection is officially completed for the year. Leaf collection continues as weather permits but please do not rake leaves or place brush in the right of way anymore. Yard waste can be dropped off at the City's Municipal Services site at 45 Industrial Ave. from 8 a.m. to 4 p.m. Monday through Friday.

Winter Tax Bills / Board of Review

Winter property tax bills were mailed out as of December 1, 2023. Property tax payments are due by **February 14, 2024**. The Board of Review is meeting at 10 a.m. on Tuesday December 12, 2023 to consider year-end adjustments and administrative corrections. Residents will have an opportunity to appeal their property value assessments at the March 2024 Board of Review. Questions can be directed to City Assessor Samantha Albright by calling 517-279-9501.

2024 City Calendar

The 2024 City Calendar is done! The calendars are eagerly anticipated every year. The calendars are at the printer's and will be distributed directly to residents by the USPS. Additional copies will be available at City Hall while supplies last.

Holiday Closings

City and BPU offices will be closed on **Monday, December 25th** and **Tuesday, December 26th** for the Christmas holiday. The offices and recreation center will also be closed on **Monday, January 1st** and **Tuesday, January 2nd** for the New Year's Day holiday.

Citizen's Academy 2024

The City will begin taking registrations for the next session of the Citizen's Academy program in December. Applicants will be selected in January 2024 with the program running on Thursday evenings in February and March. More information can be found on the City's website at www.coldwater.org

Winter Fest 2024

City Council: December 11, 2023 Minutes (Continued)

CITY COUNCIL MEETING AGENDA
December 11, 2023

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The City is encouraging residents to get outside and enjoy the winter weather again this year with Winter Fest 2024. The event will be held **Saturday January 27, 2024** at Heritage Park with activities from 10 a.m. to 3 p.m. with live wood carving demonstrations, horse drawn wagon rides, sled dog demonstration, food trucks and other events to help beat the winter blues. In addition, the Coldwater Kiwanis Club is sponsoring a cardboard sled race at Heritage Hill that day from 11 a.m. to 1 p.m. Look for more information on the City of Coldwater Recreation Department Facebook page and the City's Facebook page and web site.

Holiday Decoration Fund

Just a reminder of the availability to contribute to the community's holiday decoration fund at the Branch County Community Foundation. All of the decorations are now out and keeping them in good condition can be an expensive endeavor. The City uses money raised through the fund to help offset maintenance costs and refurbish or replace worn out decorations.

On behalf of all of the City and CBPU staff we would like to wish all of our residents and customers a very Merry Christmas, Happy Holidays and healthy and prosperous New Year!

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Johnson, to approve and place on file the City Manager's Report, as presented.

Ayes: 8

Nays: 0

Motion carried.

10. Presentation by Paul Plant of Taylor, Plant & Watkins, P.C. and Finance Director Tom Eldridge of the City and CBPU Financial Report for Year Ending June 30, 2023.

Council Action: Motion by Councilmember Knaack, seconded by Councilmember Beckwith, to accept and place on file the City and CBPU financial report for the year ending June 30, 2023.

Ayes: 8

Nays: 0

Motion carried.

11. Letter from Jacob VanBoxel, Neighborhood Services Director, regarding proposed 2024-2029 Recreation Plan and request to set a public hearing for January 22, 2024 – Consider adoption of Resolution No. 23-94.

Council Action: Motion by Councilmember Machan, seconded by Councilmember Knaack, to adopt Resolution No. 23-94, as presented.

City Council: December 11, 2023 Minutes (Continued)

CITY COUNCIL MEETING AGENDA
December 11, 2023

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Ayes: 8

Nays: 0

Motion carried.

12. Letter from Keith Baker, City Manager, regarding Subscription Service Program – Consider adoption of Resolution No. 23-92, and approval of Agreement No. A23-26.

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Knaack, to adopt Resolution No. 23-92 and approve Agreement No. A23-26, as presented.

Ayes: 8

Nays: 0

Motion carried.

13. Letter from Keith Baker, City Manager, regarding updated bank signatories – Consider adoption of Resolution No. 23-93.

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Houtz, to adopt Resolution No. 23-93, as presented.

Ayes: 8

Nays: 0

Motion carried.

PUBLIC COMMENTS

- None.

UNFINISHED BUSINESS

- None.

NEW BUSINESS

14. Closed session pursuant to Section 8(c) of PA 267 of 1976 to discuss collective bargaining agreement and pursuant to Section 8(h) of PA 267 of 1976 to consider material exempt from discussion or disclosure by state or federal statute – a written legal opinion.

City Council: December 11, 2023 Minutes (Continued)

CITY COUNCIL MEETING AGENDA
December 11, 2023

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Council Action: Motion by Councilmember Johnson, seconded by Councilmember Machan, to enter into closed session, as presented.

Roll Call Vote

Ayes: Machan, Johnson, Knaack, Beckwith, Petzko, Hazelbaker, Houtz and Mayor Kramer.

Nays: None.

Motion carried. (5:56 p.m.)

Council Action: Motion by Councilmember Machan, seconded by Councilmember Beckwith, to reconvene to Regular Meeting of December 11, 2023 as presented.

Ayes: 8

Nays: 0

Motion carried. (7:00 p.m.)

ADJOURNMENT

Noting no other business to come before Council, Mayor Kramer adjourned the regular meeting at 7:00 p.m.



Shauna Chávez
City Clerk, CMC, MiPMC

Daily Reporter Public Hearing Notice: December 20, 2023

LOCALiQ

Petoskey News-Review | The Monroe News
Holland Sentinel | Gaylord Herald Times
Daily Telegram | Hillsdale Daily News
The Daily Reporter | Sturgis Journal
The Sault News | Cheboygan Daily Tribune

PO Box 630491 Cincinnati, OH 45263-0491

PROOF OF PUBLICATION

Chavez
City Of Coldwater
1 Grand ST
Coldwater MI 49036-1620

STATE OF WISCONSIN, COUNTY OF BROWN

The Daily Reporter, a daily newspaper of general circulation, printed and published in Coldwater, Branch County, Michigan; that the publication, a copy of which is attached hereto, was published in said newspaper in the issues dated:

12/20/2023

That said newspaper was regularly issued and circulated on those dates and that the fees charged are legal.

Sworn to and subscribed before on 12/20/2023

Keegan Moran
Legal Clerk

W. W. A.
Notary, State of WI, County of Brown

317127
My commission expires
Publication Cost: \$157.00
Order No: 9640894 # of Copies: 1
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THIS IS NOT AN INVOICE!
Please do not use this form for payment remittance.

KAITLYN FELTY
Notary Public
State of Wisconsin

City of Coldwater
Public Notice
Community Recreation Plan Review and Public Hearing

The City of Coldwater Community Recreation Plan 2024-2029 is developed to focus on recreational needs and how to address them over the next five years and beyond, and replace the previous plan which was approved December, 2018. The process includes community input through a public electronic park survey from July to October, 2023, a 30-day draft plan review and a final public hearing.

Now that the draft plan is complete, the City is offering the public the opportunity to review and comment on the plan prior to adoption. To provide comments on the plan, please send an email to ivanboxel@coldwater.org or call 517-279-6926.

30-DAY PUBLIC COMMENT PERIOD
A 30-day public comment period of the City of Coldwater Community Recreation Plan 2024-2029 will be open through January 22, 2024. The draft plan is available on our website at <https://www.coldwater.org> or may be reviewed in person at City of Coldwater, 1 Grand Street, Coldwater, MI 49036, during regular office hours.

JANUARY 22, 2024, PUBLIC HEARING
The City of Coldwater Council will hold a public hearing on January 22, 2024, at 5:30 pm, in the City of Coldwater Council Chambers, 1 Grand Street, Coldwater, Michigan, 49036. Comments may be emailed or called in prior to the meeting. Individuals needing special accommodations should contact the City Office three business days before the hearing. The purpose of the hearing is to receive public comments on the proposed City of Coldwater Community Recreation Plan 2024-2029. Following the public hearing Council will take action to amend and/or adopt the Plan.

Jacob H. VanBoxel
Neighborhood Services Director



Recreation Board: Special Meeting Minutes January 10, 2024

Dr. Browne Rec Center
1776 Heritage Dr.
Coldwater, Michigan



Jan. 10, 2024
5:00 p.m.
(517) 278-8566

SPECIAL RECREATION BOARD MINUTES City of Coldwater Recreation Board

Present: Members, Rosie Rial, John Parshall, Pat Lewis, Bob Steel, Jake VanBoxel, and Julie Santure

Meeting called to order at 5:00pm by Member Parshall

2024-2029 Recreation Plan was discussed and recommendations for changes were made

Steel made a motion to approve the plan with the recommended changes and Rial seconded the approval

Board voted 4 yes; 0 no

Lewis motioned to recommend the plan to City Council with Parshall seconded it

Board voted 4 yes; 0 no

Motion to adjourn by Parshall

Next meeting set for March 6, at 5:00pm at the Dr. Browne Recreation Center

Planning Commission: Regular Meeting Minutes January 15, 2024

Council Chamber
Henry L. Brown Municipal Bldg.
One Grand Street
Coldwater, Michigan



January 15, 2024
5:30 p.m.
(517) 279-9501
www.coldwater.org

PLANNING COMMISSION MINUTES REGULAR MEETING

ROLL CALL

Chairman Aaron Garn called the meeting to order at 5:45 p.m. with the following Commissioners present: Jeff Budd, Andrew Cameron, Patty DeGroot, Salwa Alsuraimi, Chris Stevens and Councilmember Michael Beckwith.

Members Absent: Councilmember Michael Beckwith, Mayor Kramer and Jessika Cole.

Commission Action: Motion by Commissioner DeGroot, seconded by Commissioner Stevens, to excuse the absence of Councilmember Michael Beckwith, Mayor Kramer and Jessika Cole, as presented.

Ayes: 6

Nays: 0

Motion carried.

Others present: Jake Vanboxel, Shauna Chávez plus one more.

1. Minutes of the Regular Meeting of December 4, 2023.

Commission Action: Motion by Commissioner Cameron, seconded Commissioner Alsuraimi, to approve and place on file the minutes of the Regular Meeting of December 4, 2023, as presented.

Ayes: 6

Nays: 0

Motion carried.

PUBLIC COMMENTS (unrelated to items on the agenda)

- None.

Planning Commission Resolution 24-06

RESOLUTION 24-06:

2024-2029 Recreation Plan Approval

WHEREAS, the City of Coldwater has engaged in a planning process to determine the anticipated recreation and natural resource conservation needs and desires of its residents during a five-year period covering the years 2024 through 2029; and

WHEREAS, the City of Coldwater began the process of developing a Recreation Plan in accordance with the most recent guidelines developed by the Department of Natural Resources (MDNR) and made available to local communities; and

WHEREAS, a five-year, MDNR-approved Recreation Plan is necessary to enable the City of Coldwater to pursue MDNR-administered grants; and

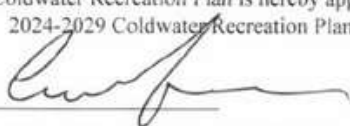
WHEREAS, City staff prepared a draft Recreation Plan for 2024-2029 for City Council consideration and response; and

WHEREAS, the Coldwater Planning Commission took substantial steps to obtain public input as the new 2024-2029 Recreation Plan was being developed; and

WHEREAS, the 2024-2029 City of Coldwater Recreation Plan builds on prior municipal planning efforts associated with the City of Coldwater Master Plan; and

WHEREAS, the Coldwater Planning Commission voted to approve the proposed 2024-2029 Recreation Plan by not less than 2/3 of its members.

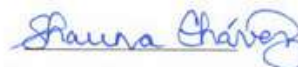
NOW, THEREFORE, BE IT RESOLVED by the Coldwater Planning Commission that the 2024-2029 Coldwater Recreation Plan is hereby approved and forwarded to Coldwater City Council. The 2024-2029 Coldwater Recreation Plan includes both the written and illustrated document.



Aaron Garn, Planning Commission Chairperson

1/15/24

Date



Shauna Chávez, City Clerk

1/15/24

Date

City Council: Regular Meeting Minutes January 22, 2024

Council Chamber
Henry L. Brown Municipal Bldg.
One Grand Street
Coldwater, Michigan



January 22, 2024
5:30 p.m.
(517) 279-9501
www.coldwater.org

CITY COUNCIL MINUTES REGULAR MEETING

CALL MEETING TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

MEMBERS PRESENT: Mayor Pro Tem Hazelbaker called the meeting to order with the following Councilmembers present: Emily Rissman and Travis Machan representing the 1st Ward; Chad Johnson representing the 2nd Ward; Michael Beckwith and John Petzko, representing the 3rd Ward; and Scott Houtz representing the 4th Ward.

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Beckwith, to excuse the absence of Councilmember Jim Knaack and Mayor Kramer, as presented.

Ayes: 7

Nays: 0

Motion carried.

OTHERS PRESENT: Keith Baker, Megan Angell, Joe Scheid, Tom Eldridge, Paul Jakubczak, Audrey Tappenden, Jake VanBoxel, Julie Santure, Shauna Chávez; Don Reid, Bill Flickinger, Lori LaBundy and eight others.

PUBLIC COMMENTS

- None.

CONSENT AGENDA (Item Numbers 1-6):

The items listed in the Consent Agenda are considered to be routine by the City Council and the City Manager and will be enacted by one motion. There will be no separate discussion of these items unless requested by a Councilmember or citizen. In this event, the item will be removed from the Consent Agenda and Council action will be taken separately on said item. Those items so approved under the heading "Consent Agenda" will appear in the Council minutes in their proper form.

City Council: Regular Meeting Minutes January 22, 2024

CITY OF COLDWATER COUNCIL MINUTES
January 22, 2024

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1. City Council Regular Minutes of January 8, 2024.
 - Closed session Minutes of January 8, 2024.
2. Coldwater Public Library Advisory Board Regular Minutes of December 4, 2023.
3. Coldwater Housing Commission Regular Minutes of December 12, 2023.
4. Planning Commission Regular Minutes of December 4, 2023.
5. Zoning Board of Appeals Regular Minutes of October 18, 2023.
6. City of Coldwater Investment Report for December 31, 2023.

ACTION ON CONSENT AGENDA

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Machan, to approve Consent Agenda Items 1-6, as presented.

Ayes: 7

Nays: 0

Motion carried.

END OF CONSENT AGENDA

PUBLIC HEARING

7. Letter from Jacob VanBoxel, Neighborhood Services Director, regarding proposed 2024-2028 Recreation Plan – Consider adoption of Resolution No. 24-05.

Mayor Pro Tem Hazelbaker opened the Public Hearing at 5:33 p.m.

Public Comments: None.

Mayor Pro Tem Hazelbaker closed the Public Hearing at 5:39 p.m.

END OF PUBLIC HEARING

City Council: Regular Meeting Minutes January 22, 2024

CITY OF COLDWATER COUNCIL MINUTES
January 22, 2024

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shopping event. Tickets for the soup/chili cook-off are just \$5 per person. The public is invited to meander through local businesses, vote for their favorite spoonful, enjoy live music, and get a head start on those Valentine's Day gifts. Plus, there will be special events throughout the district. All activities (other than cook-off tickets) are free to the public.

Daddy Daughter Dance

This popular social event is for girls in kindergarten through 6th grade that are attending a Coldwater School and their dads, grandfathers, or other influential male figure in their life is scheduled for Saturday February 10, 2024. Spend an evening of fun with your special girl! There will be dancing, pictures, flowers and refreshments. Sign up at www.coldwater.org or by calling 517-278-8566 for assistance.

Citizens Academy Registrations

The City is up to 10 applicants for the second annual Coldwater Citizens Academy. The deadline for registrations is Friday January 19, 2024 but anyone interested in participating should still sign up. Information about the program and applications can be found on the City's website at www.coldwater.org or send your application to ServeOnAboard@coldwater.org.

Council Action: Motion by Councilmember Johnson, seconded by Councilmember Machan, to approve and place on file the City Manager's Report, as presented.

Ayes: 7

Nays: 0

Motion carried.

11. Letter from Keith Baker, City Manager, regarding historic preservation grant requests for The Coldwater Community Center, Inc. ("Beech House") and The First Presbyterian Church of Coldwater, Michigan:
 - a. Consider adoption of Resolution No. 24-07 and approval of Agreement No. A24-02 in the amount of \$18,000.

Council Action: Motion by Councilmember Petzko, seconded by Councilmember Johnson, to approve Resolution No. 24-07 and approve Agreement No. A24-02, as presented.

Ayes: 7

Nays: 0

Motion carried.

- b. Consider adoption of Resolution No. 24-08 and approval of Agreement No. A24-03.

City Council: Regular Meeting Minutes January 22, 2024

CITY OF COLDWATER COUNCIL MINUTES
January 22, 2024

Page 3

Council Action: Motion by Councilmember Houtz, seconded by Councilmember Rissman, to adopt Resolution No. 24-05, as presented.

Ayes: 7

Nays: 0

Motion carried.

8. **PRESENTATION:** Coldwater Housing Commission Update, Lori LaBundy, Deputy Director.

Council Action: None – Presentation only.

9. Bills and Accounts: \$272,668.36.

Council Action: Motion by Councilmember Beckwith, seconded by Councilmember Johnson, to approve Bills and Accounts in the amount of \$272,668.36, as presented.

Ayes: 7

Nays: 0

Motion carried.

10. **City Manager's Report.**

2023 Refuse and Recycling Report

The City's waste hauler Republic Waste Services reported they collected 3,230.74 tons of refuse and 487.35 tons of recyclables from the City's 3,000 customers in 2023. This represents an approximately 13.14% recycling level which was a decrease of approximately 1% from 2023. In addition, the total amount of waste and recycling collected in 2023 was down 3.27%. Information about the City's refuse collection program can be found on the City's website at www.coldwater.org.

Winter Fest 2024

The annual Coldwater Winter Fest is right around the corner on Saturday January 27, 2024 from 10:00-3:00 p.m. Enjoy the professional wood carving demonstrations, inflatables, kids' activities, horse-drawn wagon rides, sled dog demonstrations and other events. Kiwanis cardboard sled racing and an evening concert with a Doobie Brothers tribute band at the Tibbits Opera House are among the planned events. Come to Heritage Park and the Robert W. Browne Recreation Center to experience all of the fun! Contact the Coldwater Recreation Department at 517-278-8566 for more information.

Love, Local Downtown Event

We're gearing up for the second annual Love Local event! Come to Downtown Coldwater on Saturday February 3, 2024 beginning at 11:00 a.m. to enjoy a soup/chili cook-off and retail

City Council: Regular Meeting Minutes January 22, 2024

CITY OF COLDWATER COUNCIL MINUTES
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Council Action: Motion by Councilmember Johnson, seconded by Councilmember Machan, to approve Resolution No. 24-08 and approve Agreement No. A24-03, as presented.

Ayes: 7

Nays: 0

Motion carried.

PUBLIC COMMENTS

- Karen Klein spoke about the Eby Klein Warming Center.

UNFINISHED BUSINESS

- None.

NEW BUSINESS

12. Closed session pursuant to Section 8(e) of PA 267 of 1976 to consult with its attorney regarding trial or settlement strategy in connection with specific pending litigation, and Section 8(d) to consider the purchase or lease of real property up to the time an option to purchase or lease that real property is obtained.

No motion was made to go into closed session; however, we did have a two third's vote as required by law MCL 15.267.

Council Action: Roll Call Vote

Ayes: Rissman, Machan, Johnson, Beckwith, Petzko, Houtz and Mayor Pro Tem Hazelbaker.

Nays: None. (6:01 p.m.)

Council Action: Motion by Councilmember Beckwith, seconded by Councilmember Machan, to reconvene the regular meeting, as presented.

Ayes: 7

Nays: 0

Motion carried. (6:22 p.m.)



City Council: Regular Meeting Minutes January 22, 2024

CITY OF COLDWATER COUNCIL MINUTES
January 22, 2024

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ADJOURNMENT

Noting no other business to come before Council, Mayor Pro Tem Hazelbaker adjourned the regular meeting at 6:30 p.m.

HOMELESSNESS WORKSHOP

Council will adjourn for a Homelessness workshop.

Present: Keith Baker, Megan Angell, Audrey Tappenden, Tom Eldridge, Shauna Chávez, Joe Scheid; Don Reid, Chris Boger, Greg Shipe, Kim Hemker, Paul Pope, Lori LaBundy and Angel Wilkins.

ADJOURNMENT

7:32 p.m.

Shauna Chávez,
City Clerk, CMC, MiPMC

City Council 24-05: Resolution to Adopt 2024-2028 Recreation Plan

RESOLUTION NO. 24-05

RESOLUTION OF THE CITY OF COLDWATER, BRANCH COUNTY, MICHIGAN ADOPTING THE CITY OF COLDWATER 2024-2028 RECREATION PLAN

Minutes of a regular meeting of the City Council of the City of Coldwater, County of Branch, State of Michigan (the "City"), held on January 22, 2024, at 5:30 p.m., prevailing Eastern Time.

PRESENT: Councilmembers: Emily Rissman, Travis Machan, Chad Johnson, Michael Beckwith, John Petzko, Scott Houtz and Mayor Pro Tem Randall Hazelbaker.

ABSENT: Councilmembers: Jim Knaack and Mayor Kramer.

The following preamble and resolution were offered by Councilmember Houtz, and seconded by Councilmember Rissman:

WHEREAS, the City of Coldwater has engaged in a planning process to determine the anticipated recreation and natural resource conservation needs and desires of its residents during a five-year period covering the years 2024 through 2028; and

WHEREAS, the City of Coldwater undertook the process of developing a Recreation Plan in accordance with the most recent guidelines developed by the Department of Natural Resources (MDNR) and made available to local communities; and

WHEREAS, a five-year, MDNR-approved Recreation Plan is necessary to enable the City of Coldwater to pursue MDNR-administered grants; and

WHEREAS, City staff prepared a draft Recreation Plan for 2024-2028 for City Council consideration and response; and

WHEREAS, the Michigan Planning Enabling Act (Act 33 of 2008) requires a public hearing be held to review the draft 2024-2028 City of Coldwater Recreation Plan to ensure public transparency and to allow an opportunity for residents and members of the public to review and provide comment on the proposed Recreation Plan; and

WHEREAS, the Coldwater Planning Commission took substantial steps to obtain public input as the new 2024-2028 Recreation Plan was being developed; and

WHEREAS, the 2024-2028 City of Coldwater Recreation Plan builds on prior municipal planning efforts associated with the City of Coldwater Master Plan; and

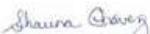
WHEREAS, after a public hearing with prior public notice, the Coldwater Planning Commission voted to approve the proposed Recreation Plan by not less than 2/3 of its members;

NOW, THEREFORE, BE IT RESOLVED, the City of Coldwater Council, hereby adopts the 2024-2028 Coldwater Recreation Plan as an official plan of the City of Coldwater. The Coldwater Recreation Plan includes both the written and illustrated document. The Mayor and the City Manager are authorized to execute any required documents on behalf of the City of Coldwater.


AYES: Councilmembers: Rissman, Machan, Johnson, Beckwith, Petzko, Houtz and Mayor Pro Tem Hazelbaker.

NAYS: Councilmembers: None.

RESOLUTION DECLARED ADOPTED.


Shauna Chávez, City Clerk
City of Coldwater

I, Shauna Chávez, the City Clerk of the City of Coldwater, hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council of the City of Coldwater, County of Branch, State of Michigan, at a regular meeting held on January 22, 2024, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, as amended and that the minutes of said meeting were kept and will be or have been made available as required by said Act.


Shauna Chávez, City Clerk
City of Coldwater

APPENDIX D

Other Supporting Documentation

Projects Completed Based on 2019-2024 Recreation Plan:

- Construction of a 9-Hole Disc Golf Course
 - Fundraising Collaboration with local Eagle Scout
- Little League Baseball/Softball Diamonds and Restrooms
 - \$800,000
- Soccer Field Renovation at Heritage Recreation Area
 - \$37,000
- Resurfacing Tennis Courts at Heritage Recreation Area
 - \$73,000
- Construction of Downtown Restrooms Near Four-Corners Park
 - \$200,000
- Installation of Canoe/Kayak Launch at Rotary Park
 - \$50,000
- Installation of Snow Making Machine at Heritage Recreation Area
 - \$30,000
- Outdoor Basketball Court Replacement at Heritage Recreation Area
 - \$30,000
- Construction of Splash Pad at Heritage Recreation Area
 - \$400,000

2024/2025 Planned Projects

- Waterworks Park Improvements
 - Youth Soccer Field, Paved Pedestrian/Bicycle Trails, New Parking Lot, Increased Lighting
 - \$600,000
- Rotary Park Improvements (Phase 1)
 - Relocated/Reconstructed Public Boat Launch, Fishing Pier, and Boat Slips
 - \$1,000,000

Accessibility Grading System Definitions:

Figure 7 – MDNR Accessibility Grading System for Parks and Recreational Facilities	
Accessibility Grade	Definition
1	None of the facilities/park areas meet accessibility guidelines.
2	Some of the facilities/park areas meet accessibility guidelines.
3	Most of the facilities/park areas meet accessibility guidelines.
4	The entire park meets accessibility guidelines.
5	The entire park was developed/renovated using the principles of universal design.

Recreation Grant History:

The City of Coldwater has received nine recreation-related grants for its parks from the Michigan Department of Natural Resources:

- 26-00086, Jefferson School Park, acquisition of land for development of park & picnic facilities, \$1,250 (acquisition)
- 26-00557, Coldwater Municipal Swimming pool, development of outdoor swimming pool and other features, \$150,417
- 26-00694, Heritage Recreation Area, development of tennis courts, \$20,000
- 26-01023 F1, Heritage Recreation Area, development property, \$29,004.35
- 26-01104 X, Heritage Recreation Area, development of concessions, restrooms, warming house, etc., \$29,004.35
- TF1044, Coldwater Linear Park Expansion, \$14,500 (acquisition) – Property described in grant application is improved and actively used for recreation purposes.
- BF89-020, Rotary Park Extension, development of Rotary Park, \$68,000.
- TF10-033, Optimist Park Playground Renovation, \$15,000 (development) – Improvements are built, in good condition, and used regularly.
- 26-01751, Heritage Park Splash Park, \$100,000 (development) – Splash park is constructed and used extensively throughout 2018 season.

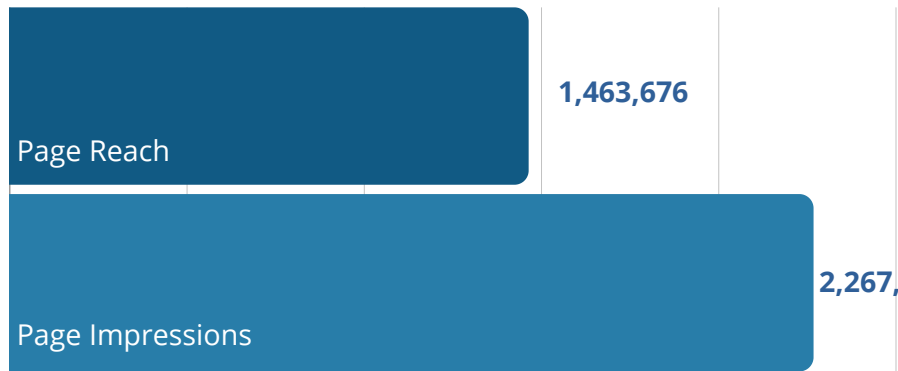
Social Media Growth from Jan. 2019 - Dec. 2023  @ColdwaterRecreation

Page Fans

4,687
Total # of people who like the page

1,308
of new page fans

Page Reach & Impressions



Posts



657 Page Posts



1,286,459 Post Reach



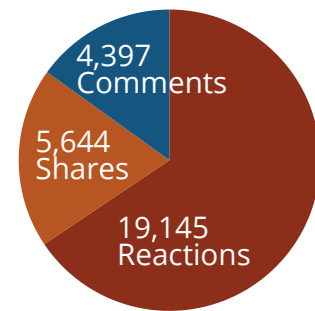
3.61% Post Engage. Rate



1,415,919 Post Impressions

*Reach: The number of people who saw the page/page's content.
Impressions: The number of times the page/page's content was displayed on a person's screen.*

Engagement Type



Top Posts



Post with the Most Reactions | 127 Reactions | Posted 06.01.2022

Get all charged up with our new Solar time tracker!☀️📱 Now located in Heritage Park, this picnic table will allow visitors to utilize solar power to charge their phones or use their computers. Thank you to Solar Time Tracker, LLC for donating this to our community.
#CityofColdwater #ColdwaterRec #SolarTimeTracker #SolarPower #PicnicTable #HeritagePark #ColdwaterMI #ColdwaterMichigan



Post with the Most Shares | 266 Shares | Posted 09.14.2021

ALERT ! ! ! : We know that the next couple of days are going to be ☀️ HOT☀️ so we wanted to inform you that we are delaying the closing of the Splash Pad until Wednesday, Sept. 22nd!

Come out and have a splash💦 before the end of the season!
#SplashPad #SplashPark #Delay #Heat #ColdwaterMI



Other Recreational Opportunities

Public Schools

Coldwater Community Schools offer additional recreational opportunities to the area. From school sponsored athletics to operating the Dr. Robert Browne Aquatics Center, and other gathering spaces, school facilities provide playing fields, meeting rooms, and other critical infrastructure to support the recreational needs of the community.

- Coldwater High School
- Pansophia Charter Academy
- Dr. Robert Browne Aquatic Center
- Branch County ISD
- Legg Middle School
- Lakeland Elementary
- Larsen Elementary
- Jefferson Elementary

Amenities:

- Ball Diamonds
- Basketball
- Football/Soccer Fields
- Tennis/Pickleball Courts
- Aquatic Center/Indoor Pool
- Playground Equipment
- Gymnasiums
- Open Playfields
- Paved Walking Trails
- Track & Field
- Shelter/Pavilions
- Concessions
- Restrooms



Other Recreational Opportunities

Other Public Parks

Throughout Branch County, residents and guests have a plethora of recreational opportunities available within a short commute.

Branch County:

- Angel Cove Park
- Memorial Park
- South Branch County Park
- Riverbend Park
- Quincy-Marble Lake
- Gilead Lake Park
- Branch County Fairgrounds

Coldwater Township:

- Coldwater Township Park
- Creal Soccer Complex

State Parks/Other:

- Coldwater Lake State Park
- Pokagon State Park (IN)
- Marsh Lake Wetlands State Fish and Wildlife Area (IN)

Amenities:

- Ball Diamonds
- Basketball
- Football/Soccer Fields
- Tennis/Pickleball Courts
- Picnic Areas
- Playground Equipment
- Toboggan Run
- Open Playfields
- Nature Trails
- Waterfront Property
- Shelter/Pavilions
- Boat Launches
- Concessions
- Restrooms





Other Recreational Opportunities

Private Recreation

In addition to the abundance of public recreation, the community has several options for recreational opportunities provided by the private sector. These businesses provide a wonderful experience for our residents and guests that promote and increase access to an active lifestyle.

Golf:

- Coldwater Golf Club
- Bella Vista Golf Course
- Quincy Golf Course
- Turtle Lake Golf Club
- Iyopawa Island Golf Course
- Foundation Golf Center

Other:

- Aqua Pit
- Midway Lanes
- Bronson Strike Zone
- Branch County Conservation Club

Amenities:

- Golf Courses
- Driving Ranges
- Bowling Alleys
- Outdoor Water Park
- Rifle/Archery Ranges
- Trap Shooting





CITY of COLDWATER
Neighborhood Services Department
Henry L. Brown Municipal Building
One Grand Street,
Coldwater, Michigan 49036
(517) 279-6964
neighborhood_services@coldwater.org

January 29, 2024

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

Re: Notice of Adopted 2024-2028 Recreation Plan

Dear Mr. Adams,

Please find attached for your review, the City of Coldwater 2024-2028 Recreation Plan which was adopted by the City Council at its January 22, 2024 regular meeting. This Plan will replace the City of Coldwater 2019-2024 Recreation Plan.

The City of Coldwater 2024-2028 Recreation Plan builds upon the 2019-2024 Recreation Plan. A survey was created and public outreach was sought between July 26, 2023 and October 1, 2023. Hard copies of the survey were also available at City Hall and the Dr. Robert W. Browne Recreation Center during this time. A summary of the survey results is provided in this Plan. The results of the survey, including comments from the respondents, will be included as an appendix to the Plan.

The Planning Commission approved the Plan on January 15, and the Recreation Board approved the Plan on January 10.

If you have any questions or I may be of further assistance, please feel free to contact me.

Respectfully submitted,

Jacob H. VanBoxel, MSA
Neighborhood Services Director
City of Coldwater
jvanboxel@coldwater.org
(517) 279-6926



Homer...is Home!
VILLAGE OF HOMER
Settled in 1832

**Village of Homer Five-Year Parks and Recreation
Plan**

2024-2028

Prepared By:

**Wightman
2303 Pipestone Rd
Benton Harbor, MI 449022**

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Community Input Results.....Appendix A

Notice of Public Comment, Notice for Public Meeting and Affidavits of Publications.....Appendix B

Public Meeting Minutes and Official Resolution of AdoptionAppendix C

Transmittal Letters to County and Regional Agencies.....Appendix D

This plan was prepared for the Village of Homer with assistance from Wightman. In accordance with the Michigan Department of Natural Resources Guidelines for the development of Community Park, Recreation, Open Space, and Greenway Plans.

Introduction

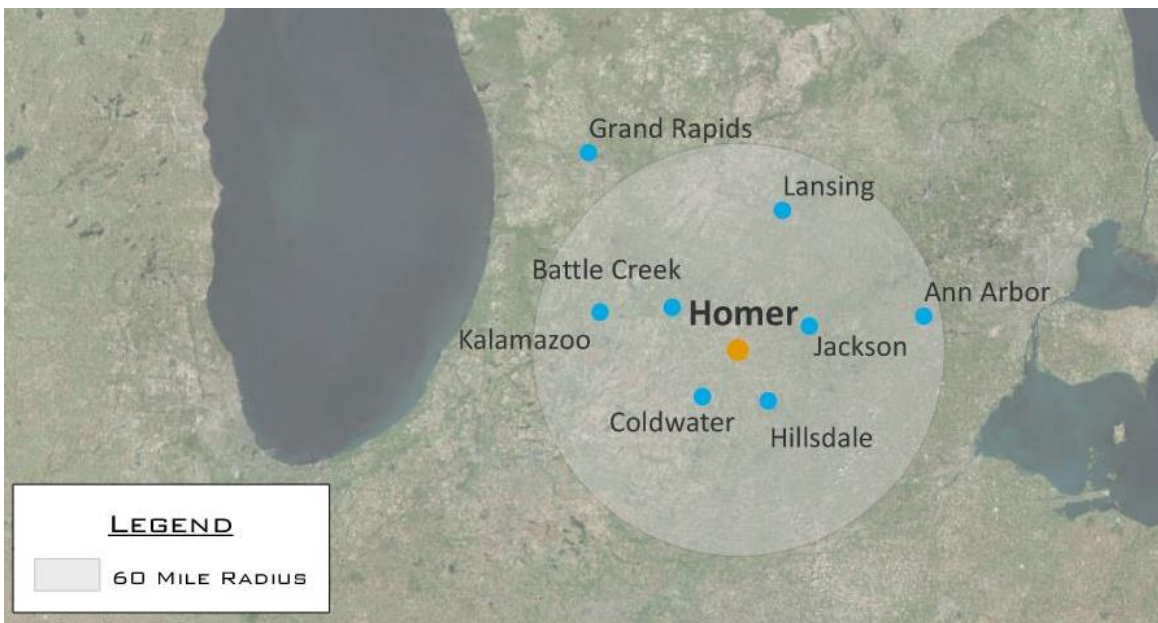
The Village of Homer's park system was developed and coordinated into a 5-year plan from 1999 to 2004 with funding from the W.K. Kellogg Foundation Youth initiatives Program.

This Community Recreation Plan is a general, long-range development tool used to achieve and maintain a high-quality park, recreation and open-space system. It evaluates the needs of the community and makes strategic recommendations for recreation, beautification and economic development to be implemented over the next five years.

Community Description

The Village of Homer covers an area of approximately a square mile. The village is located within Calhoun County on the eastern shore of Homer Lake. The south branch of the Kalamazoo River cuts through the eastern part of the Village. Homer is located 9 miles south of Albion, 25 miles west of Jackson and 35 miles southeast of Battle Creek, Michigan with state highways M-60 and M-99 providing access to the Village. Homer is 30 minutes from downtown Jackson and 60 minutes from Kalamazoo and Lansing.

The service area of this recreation plan is confined to the Homer Village limits, covering approximately 1.45 square miles.



Plan Focus

The recreation plan was prepared for the Village of Homer. The plan focuses on providing recreation opportunities to residents of the Village of Homer through the acquisition, development, and maintenance of community-owned parks. While the primary focus is on providing the area's residents with recreation opportunities, improvements to the area's park system will benefit adjoining townships and nearby communities, schools, and visitors.

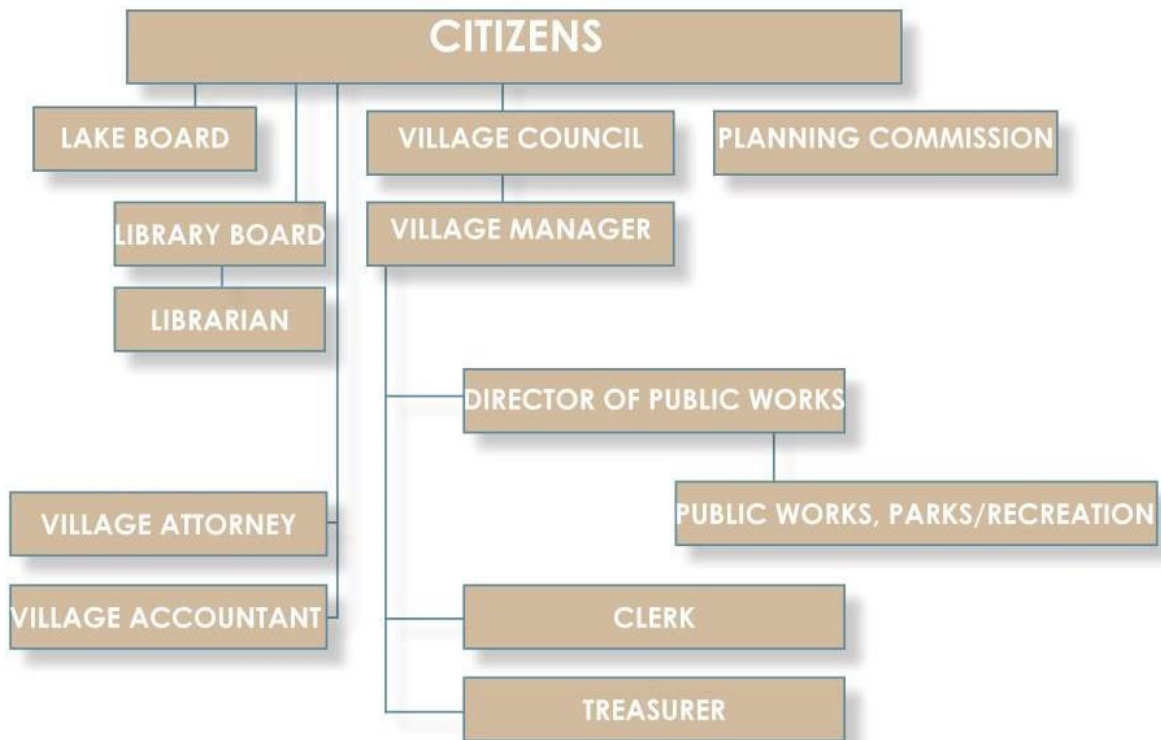
Administrative Structure

The following section identifies the administrative structure for the Village of Homer. It also describes the functions regarding parks and recreation for the Village. The Village of Homer is a General Law Village with a full time manager (Art Kale). The current Village Council members are: Brent Michael, Jeff Sherman, Jeff Daglow, David Shaw, Mike George, Scott Hrcka, and Kyle Renfroe.

The Village Council is responsible for appropriations of Parks and Recreation funding. The Department of Public Works is responsible for park maintenance and operates with an annual operating budget of \$33,000.

A Kellogg Youth Initiative Program Grant for park improvements has allowed for the employment for a youth coordinator in the past for implementation of a grant, as well as coordinating other activities. The management of Homer Lake, an important natural feature of the Village, is handled by the Lake Management Board.

The following is the Organizational Chart for the Village of Homer.



The current year budget for parks and recreation operations and maintenance, recreation programming, and capital improvements is \$33,000. This budget has seen increases that mirror inflation since the previous plan. The fiscal year runs from January 1st - December 31st.

The funding for the Parks and Recreation budget are provided by the Village of Homer. In addition the Village receives a portion of the Calhoun County Parks Millage, which equals approximately \$5,000 per year. They expect to receive funding from private sources to match state funds. They also have a sinking fund and foundations.

Volunteer Programs and Community Relationships

The area recreation programs were established in 1980. Initial funding for the summer recreation programs was provided by a collaboration of the townships and Village through the Homer Community School system. Subsequently the municipal funding lapsed and the school system continues to sponsor the programs with the assistance of user fees.

Currently community volunteers oversee the administration of recreation programs with input from the School staff. The Homer Community Schools employs a director to administer the recreation programs.

Operation of the recreational programs and maintenance of the school recreational facilities are under the direction of the School District and volunteers. The Homer Community Schools has assumed the responsibility for the administration of some recreational programs in the Homer area. The school administration employs a Recreation Director from their annual budget. The programs are additionally funded through entry fees of participants and candy sales.

Recreation Inventory

The area recreation programs were established in 1980. Initial funding for the summer recreation programs was provided by a collaboration of the townships and Village through the Homer Community School system. Subsequently the municipal funding lapsed and the school system continues to sponsor the programs with the assistance of user fees.

Currently community volunteers oversee the administration of recreation programs with input from the School staff. The Homer Community Schools employs the a director to administer the recreation programs.

Operation of the recreational programs and maintenance of the school recreational facilities are under the direction of the School District and volunteers. The Homer Community Schools has assumed the responsibility for the administration of some recreational programs in the Homer area. The school administration employs a Recreation Director from their annual budget. The programs are additionally funded through entry fees of participants and candy sales.

Below is a list of recreation facilities within the Village of Homer that are owned by the Village.

Roadside Park

Size: 2 acres

Facilities: This proposed park (currently undeveloped) is located adjacent to Webster Street along the Kalamazoo River.

Webster Street Park

Size: 1 acre

Facilities: This park is located in the northeastern section of Homer, is bounded by N Webster Street, E Platt Street, E Sprague Street and Sophia Street. The park contains a shelter, playground, sand volleyball courts, a parking lot, restroom facilities and walking paths.

Grist Mill Park

Size: 1 acre

Facilities: This park is located on the shores of the Kalamazoo River adjacent to M-60. It has two shelter areas, one for picnicking and one as a scenic overlook of the park and historic grist mill dam along with covered bridges, canoe launch, fishing pier, scenic pedestrian trail, park benches and picnic tables. The Kalamazoo River flows through Homer and offers opportunities for hiking, canoing and fishing. A 0.5 acre improved canoe launch is located along M-99/M-60 in Grist Mill Park.

Water Tower Park

Acres: .25 acres

Facilities: This park is located adjacent to Sophia Street and the Water Tower area along State Highway M-60. It acts as a gateway into downtown Homer. Current developments include parking, benches and a kiosk. It is part of the Linear Park and Trail System. There is a beautiful indoor Farmers Market in the park which was made possible with grants from the FireKeepers Local Revenue Sharing Board and the local Homer Area Community Foundation.

Lakefront Park

Size: 3.5 acres

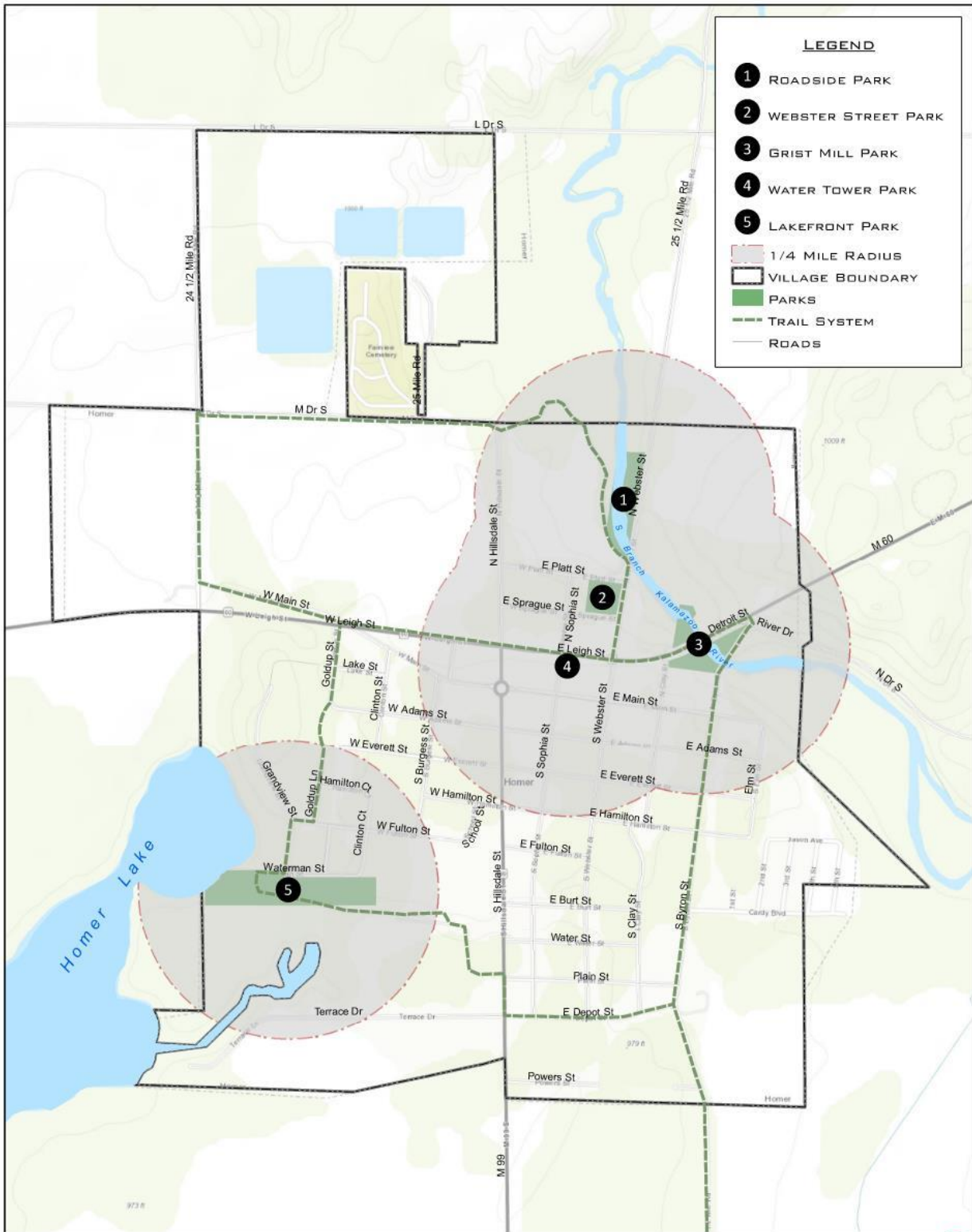
The largest of the Village parks at 3.5 acres, Lake Front Park offers Public access to Homer Lake for fishing, boat launch, picnicking, observation deck and parking lot.

Homer Linear Park

Size: 1.5 miles long

Facilities: This park is a linear park/trail which begins at Webster Street Park, running north to M Drive S, running west along M Drive S, then turning south along 24 1/2 Mile Rd to West Main St. Additional trail sections are required to complete this linear park: including new trail from Grist Mill Park along M-60 and Webster Street. The trail includes benches along it.

The following map shows the parks located in the Village of Homer as well as a ¼ mile radius around each park to show each park’s primary service area.



LEGEND

- 1 ROADSIDE PARK
- 2 WEBSTER STREET PARK
- 3 GRIST MILL PARK
- 4 WATER TOWER PARK
- 5 LAKEFRONT PARK
- 1/4 MILE RADIUS
- VILLAGE BOUNDARY
- PARKS
- TRAIL SYSTEM
- ROADS

An accessibility assessment was conducted at the time of the recreation inventory. The Village of Homer has worked to increase accessibility to the parks as they are updated and further developed. A brief description of the park accessibility is below along with a rating based on the following guidelines criteria.

1 = none of the facilities/park areas meet accessibility guidelines

2 = some of the facilities/park areas meet accessibility guidelines

3 = most of the facilities/park areas meet accessibility guidelines

4 = the entire park meets accessibility guidelines

5 = the entire park was developed/renovated using the principals of universal design

Roadside Park

Park is currently undeveloped.

Webster Street Park

This park has paved pathways throughout. Picnic shelter areas are accessible however the park would benefit from both ADA picnic tables as well as extended pads under the benches to allow a wheelchair user to sit next to the benches. The playground area itself is accessible however the playground could be updated to provide more diverse and accessible play opportunities long with access ramps. Restroom facilities are not ADA accessible. Parking lot is lacking both designated handicapped parking spaces and handicapped signage.

Rating: 3

Grist Mill Park

This park has paved pathways throughout. Picnic shelter areas are accessible however the park would benefit from both ADA picnic tables as well as extended pads under the benches to allow a wheelchair user to sit next to the benches. The canoe launch does not meet accessibility guidelines, a curb needs to be installed between sidewalk and river to provide a wheelstop for wheelchairs at the edge of the water. Parking lot is lacking

both designated handicapped parking spaces and handicapped signage. Recently the walkway through the park was updated to be accessible.

Rating: 2

Water Tower Park

This park has paved pathways throughout. The park would benefit from extended pads under the benches to allow a wheelchair user to sit next to the benches. Parking lot is lacking both designated handicapped parking spaces and handicapped signage.

Rating: 3

Lakefront Park

This park has paved pathways throughout. Picnic areas are accessible however the park would benefit from ADA picnic tables. Parking lot is lacking both designated handicapped parking spaces and handicapped signage. The fishing pier and observation deck both meet accessibility guidelines.

Rating: 3

Homer Linear Park

This park has paved pathways throughout. The park would benefit from extended pads under the benches to allow a wheelchair user to sit next to the benches.

Rating: 4

The Village of Homer will look to continued public comment throughout the implementation process, especially from those with special needs. Their suggestions play a key role in developing and implementing proposed barrier-free improvements.

Previous Recreation Grants

HOMER RECREATION AREA, 1975, #26-00629, \$23,824.39

Develop one softball diamond, 1 baseball field, 2 lighted tennis courts, and LWCF sign.

CURRY PARK, 1977, #26-00899, \$54,030.44

Develop lighting for softball field, and boat ramp, access road, and parking/ with lighting, LWCF sign.

LAKEFRONT PARK IMPROVEMENTS, 1999, #TF99-070, \$89,690.00

Development of existing park property on Homer Lake, including paved parking facilities, wetland boardwalk, observation platform and picnic shelter.

IRON BELLE TRAIL VILLAGE OF HOMER GAP DEVELOPMENT, 2020, #TF00-0157, \$101,000.00

Development of missing link of Iron Belle Trail within the Village.

Other Recreation Opportunities in or near the Village of Homer:

A variety of significant recreational resources are either owned privately, owned by a non-profit organization, or owned by another governmental unit that are located within or nearby the Village of Homer. The following is a brief description of some nearby parks and recreation opportunities.

Homer Community House

This local effort to renovate this 1930's structure has a stage, small kitchen, restrooms, and improved sound system. It is available to the community for social events, reunions, elections, private family events, dances and other special events. The Community House capacity is between 250 - 500 persons, and is used approximately 35 times per year. This resource is owned by the Village of Homer.

Homer Fire Museum

The Homer Fire Museum is a historical site open from July 4th and through the month of September. Annual attendance to the museum is approximately 100 persons. The Village owns the building and leases it to the Homer Area Fire Authority for the museum.

Blair Farm and Historic House

The Blair Farm is sponsored by the Homer Historical Society. Three main events are scheduled annually to celebrate the heritage of the Homer Area.

Historic Bridge Park

Historic Bridge Park, formerly known as “County Park” is located at 14930 Wattles Road. The park is located along the Kalamazoo River and Dickinson Creek. The park offers a variety of passive recreational opportunities including: picnicking, walking/hiking, bike riding, fishing, boating and wildlife observation. The park also serves a trailhead for the County Linear Trailway that will eventually connect to the Battle Creek Linear Trail to the west and the Marshall Riverwalk to the east. The park is unique in that it contains a number of restored iron or steel bridges. The park when fully developed will have a total of 15 bridges.

Kimball Pines County Park

Covering nearly 100 acres of plantation pines planted in 1930’s and 1940’s. Planted in the 1930’s and 1940’s, Kimball Pines Park is one of the oldest stands of urban pines in Michigan. The park also contains deciduous woodlands, ponds and a creek that is a tributary of the Kalamazoo River. Kimball Pines offers scenic areas, hiking trails, picnicking facilities, cross-country skiing, and nature observation. The park is located off of Michigan Avenue behind the Calhoun County Medical Care Facility in Emmett Township.

Ott Biological Preserve

Ott Biological Preserve is often considered to be “hidden jewel” in Calhoun County. Located just east of Battle Creek, at the end of Arlington Street, off of Michigan Avenue in Emmett Township. The undeveloped park covers approximately 300 acres of natural habitat shaped by glaciers. Within the park there are two spring fed kettle lakes, as well as the east edge of Dexter Lake, wet peaty lowlands and dry, sandy uplands. Activities available in the park include: hiking on trails and boardwalks and wildlife viewing. In 2013 the trail in the preserve was extended to connect to the Linear Park in Battle Creek to the west and to Kimball Pines to the south.

Homer Community Schools

The Homer Public Schools are all located at 403 S Hillside Street. They have a wide variety of outdoor and indoor recreation facilities.

R.K. Curry Athletic Facility

Acres: 60 acres

Facilities:

- One all-weather 440-yard track with multi-purpose field
- Four softball diamonds
- Two baseball diamonds
- Two outdoor tennis courts
- Two soccer fields and/or a football field
- Two basketball courts

Lilian Fletcher Elementary School

- 1 gymnasium
- 3 playgrounds (lower, middle and upper elementary)

Homer Area High/Middle School

-
- 1 weight room
 - 1 cafeteria for special programs
 - 2 full size gymnasiums

Water Bodies

The south branch of the Kalamazoo River flows through the northeast corner of the Village of Homer, flowing in a northerly direction. Homer Lake, on the western edge of the Village, is the other significant body of water within the Village. A MDNR (Michigan Department of Natural Resources) Public Access site is provided as access to the lake for the general public at the Village's Lakefront Park, where a boat launch, fishing pier and scenic lookout on a nature preserve are located.

The restoration of Homer Lake has been a priority for a number of years and is a top priority for the Homer Lake Management Board (HLMB). Two Village storm drains have been rerouted that had been discharging storm water into the lake for over forty years. Prior to the re-routing, these drains had left the lake with excessive nutrient-laden buildup impacting lake activities. The HLMB continues to evaluate all options to address these concerns, including dredging. The Homer Lake Management Board has been established with participation from local citizens, governmental units, businesses and the Calhoun County Drain Commissioner. The HLMB is committed to finding a way to restore the beauty of Homer Lake for the public to enjoy for summer and winter recreational activities.

Planning and Public Input Process

The planning process for this recreation plan update began in 2023 with the update of the previous recreation plan. Wightman created question boards each with 1 question. Along with the community input gathered, Wightman collected detailed recreation inventories and deficiencies. Wightman used a systems approach to planning which incorporated the information gained from the various forms of public input and the detailed recreation inventories and deficiencies as well as demographic information to determine the recreation needs of the City.

Three 24x36" sized poster boards were created for public input from 5-7:30 pm during JV and Varsity boys basketball games at Homer Community High School on December 5th, 2023. Project team members were in attendance to gather public input. The poster boards asked questions about the park and recreation in Homer and asked the respondents to write in the answers. The boards provided open-ended, candid responses. The poster boards with the questions and responses can be found in Appendix A.

Public Review

A draft Community Recreation Plan for Homer Township was available at the Homer Municipal Building for public review from December 7th, 2023, through January 8th, 2024. Members of the public were invited through an announcement in The Homer Index and Village of Homer Website on December 5th, 2023 to comment on the draft Community Recreation Plan. They were encouraged to submit written communication with Wightman and Associates, Inc., the City's consultant, and/or by attending the public hearing.

A copy of the notice of availability of the draft Community Recreation Plan for comment as well as the affidavit of public comment are included in Appendix A.

Public Hearing

The second public input method used was the public hearing. The Council advertised a public meeting notice in The Homer Index and Village of Homer Website on December 5th, 2023 to present the Community Recreation plan for the Village of Homer for public input on January 9th, 2024. The plan was presented for adoption during the regularly scheduled Village Council meeting on January 9th, 2024 where all Board Members approved the resolution to adopt the Community Recreation Plan.

A copy of the notice of the public meeting and the affidavit of publication for the public meeting have been included in Appendix A.

A copy of the Village Council meeting minutes have been included in Appendix B.

A copy of the resolution adoption the Community Recreation plan dated January 9th, 2024 has been included in Appendix B.

Goals and Objectives

The goals and objects were developed using the public input received and discussed earlier in this document as well as demographic information provided in the 2019 Master Plan.

GOAL #1: MAINTAIN AND IMPROVE TRAILWAY NETWORK BY PROVIDING A WIDE RANGE OF WAYS TO USE THE NETWORK

Objectives:

- Connect Iron Belle, North Country and Homer Trail systems and parks throughout the Village
- Install bike racks and bike fix stations throughout trailway network
- Improve perceived safety by adding call buttons and other safety features

GOAL #2: IMPROVE PUBLIC ACCESS TO WATER IN THE VILLAGE OF HOMER

Objectives:

- Provide recreational access to Homer Lake and the Kalamazoo River
- Current dock area at Homer Lake is inundated by weeds and is difficult to use, update the dock or remove the weeds
- Update and add to handicapped fishing areas in the Village

GOAL #3: PLAN FOR THE RECREATIONAL NEEDS OF ALL AGES AND ABILITIES OF PEOPLE BY PROVIDING A WIDE RANGE OF ACTIVE AND PASSIVE RECREATION OPPORTUNITIES THAT SPAN ALL OF MICHIGAN'S FOUR SEASONS

Objectives:

- Serve an aging population with social, recreation, active and healthy options
- Ensure that all parks are accessible to people with a range of physical capabilities
- Offer a new recreational opportunity within the City
- Plan for each of Michigan's seasons to ensure residents have year-round recreation opportunities

Action Program

Year 1- 2024	Estimated Cost	Funding Sources	Goals Met
Add handicapped parking at all parks	\$7,500	Grants / General Fund	3
Inspect Playground at Webster Street Park	\$2,500	General Fund	3

Year 2- 2025	Estimated Cost	Funding Sources	Goals Met
Add bicycle racks and maintenance stations along trail	\$15,000	Grants / General Fund	1
Renovate court at Webster Street Park, Add Pickleball	\$75,000	Grants / General Fund	3
Update restrooms at Webster Street Park	\$100,000	Grants / General Fund	1,3
Maintain trails, crack seal	\$5,000	Grants	2

Year 3- 2026	Estimated Cost	Funding Sources	Goals Met
Update boat launch at Lakefront Park	\$65,000	Grants / General Fund	2
Evaluate restroom and swimming area at Lakefront Park	\$10,000	Grants / General Fund	2,3

Year 4- 2027	Estimated Cost	Funding Sources	Goals Met
Update handicapped fishing area at Lakefront Park	\$30,000	Grants / General Fund	2,3
Maintain trails, crack seal	\$5,000	Grants	2

Year 5- 2028	Estimated Cost	Funding Sources	Goals Met
Improve river bank and old Mill channel at Grist Mill Park	\$30,000	General Fund	2,3
Update 5-year recreation plan	\$10,000	General Fund	3

Appendix A

My favorite recreation activity in Homer.

Paths & Trails	Playgrounds	Homer Lake Access							
	Running								

W+ WIGHTMAN
it's all about people

What I want to see in Homer's Park System.

Pickle ball

updated fishing dock.

Fill in back water @ Grist mill Park & Clean up banks of river

Splash Pad

What I want to see in Homer's Trail System.

Fitness elements	Connections to neighborhoods	NOT on my LAND					

W+ WIGHTMAN
it's all about people

Previous Input

My favorite recreation activity in Homer.

Xcels.
Well Pland. in winter

Walking Trail
System

Baiting + fishing
Home Lake

Baseball
Diamonds

Access + Lakes & Rivers

Up Grade Tract / Lakes
Rooms ETC.

Horse shoe pit

Shuffle board

Talk Tubes

W+ WIGHTMAN
it's all about people

What I want to see in Homer's Park System.

X COUNTRY SKI +
SNOWSHOE TRAILS

DOG PARK

ARCHERY RANGE
FRISBEE GOLF PARK

FOOTBALL/SOFTBALL

BIKE JUMPS
BIKE RAILS
BIKE MATCHING STATION

UPDATES BOAT LAUNCH
NEW DOCKS.

SPLASH PAD +1
@ WALTER

IMPROVED DOCK
AND BOAT ACCESS
AT LAKE

UPDATE HANDICAPPED FISHING
AREA @ HOMER LAKE

DREDGE 1ST LAKE

SLEDGING HILL

TRAMP/SKEWER RANGE

ICE SKATING RINK

SKATEBOARD PARK

BAND SHELL

SWIMMING POOL

NEXT CLIMBER

BIKE PATHS
+
DOG PARKS

W+ WIGHTMAN
it's all about people

What I want to see in Homer's Trail System.

Path on N. side of M-60
From Webster/PF
to Tuba over River.

Side walk along W. main
better crossing @ M-60E
main.

Trail side camping areas

Trail side phone or alarm

Path along N. side of D-3
up into w/ tree roots.

Trails need to be
better marked
(North County)

Mountain biking area

safer
 safer crossing of M-60

W+ WIGHTMAN
it's all about people

Appendix B



Homer...is Home!

VILLAGE OF HOMER

Settled in 1832

Home

Departments

The Village of Homer's scheduled Council Meeting on Monday, January 8, 2024 has been moved to **Tuesday January 9, 2024 @ 7:00 pm.**

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01/08/24



EMPLOYMENT POSTINGS



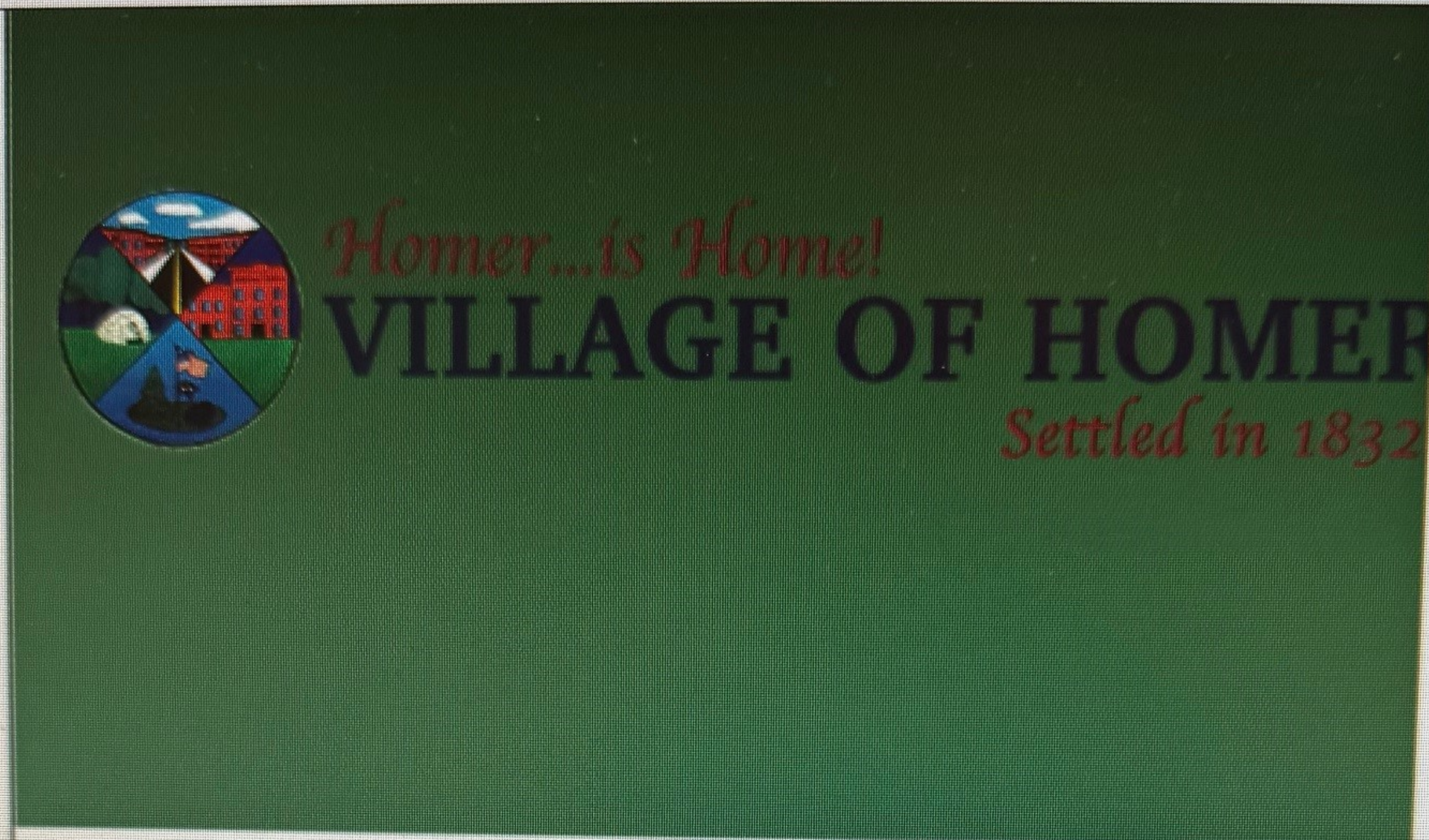
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News & Events

2023 Rec Plan Draft



Village of Homer Five-Year Parks and Recreation Plan
2024-2028
 Prepared By 

 Wightman
 2303 Pipestone Rd
 Benton Harbor, MI 449022

DRAFT
DECEMBER 2023

The Village of Homer

The Village of Homer v
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CTRL+D = STRIKETHROUGH

SAMSUNG

Public Notice

NOTICE OF PUBLIC REVIEW AND COMMENT AND NOTICE OF A PUBLIC HEARING ON THE VILLAGE OF HOMER PROPOSED 2024-2028 FIVE-YEAR COMMUNITY RECREATION PLAN

The proposed Village of Homer 2024-2028 Community Recreation Plan will be available for public review and comments beginning Thursday, December 7, 2023, through Monday, January 8, 2024, during normal business hours at the Village of Homer Hall, 130 E. Main Street, Homer, MI 49245, and online at www.homermichigan.org.

The public is invited to review and comment on the plan. Written comments received through January 8, 2024 will receive responses in the final Five-Year Community Recreation Plan. Written comments should be sent to the Village, ATTN: 5 year recreation plan update, 130 E. Main Street, Homer, MI 49245.

The Village of Homer will hold a Public Hearing on the proposed 2024-2028 Five-Year Community Recreation Plan on Monday, January 8, 2024, at 7:00 p.m. at the Village of Homer Hall, 130 E. Main Street, Homer, MI 49245.

Appendix C

**Village of Homer
CALHOUN COUNTY, MICHIGAN**

RESOLUTION ADOPTING 2024 -2028 PARKS AND RECREATION PLAN

RESOLUTION NO. _____

WHEREAS, the Village of Homer has undertaken a Five Year Parks and Recreation Plan which describes the physical features, existing recreation facilities and the desired actions to be taken to improve and maintain recreation facilities during the period between 2024 and 2028, and

WHEREAS, a public hearing was held on Tuesday, January 9th, 2024 at the Village Hall to provide an opportunity for citizens to express opinions, ask questions, and discuss all aspects of the Parks and Recreation Plan, and

WHEREAS, the Village of Homer has developed the plan for the benefit of the entire community and to adopt the plan as a document to assist in meeting the recreation needs of the community, and

WHEREAS, after concluding the public hearing, the Village Council voted to adopt said Parks and Recreation Plan.


NOW, THEREFORE BE IT RESOLVED the Village Council hereby adopts the Village of Homer 2024 – 2028 Parks and Recreation Plan as a guideline for improving recreation for the residents of the Village of Homer.

Yeas: 7

Nays: 0

Absent: 0

I, Dawn Renfroe Clerk, do hereby certify that the foregoing is a true and original copy of a resolution adopted by the Village of Homer Council at a regular meeting thereof held on the 9th day of January, 2024.


Dawn Renfroe
Village of Homer Clerk

**HOMER VILLAGE COUNCIL
REGULAR MEETING MINUTES
TUESDAY, January 9, 2024**

The Regular Meeting of the Homer Village Council was called to order at 7:00pm by President Michael

ROLL CALL

Present: President Michael, Councilman Daglow, Councilman Hrcka & Councilman George, Councilman Renfroe, Councilman Shaw & Councilman Sherman.

CARRIED

Also in attendance were Dawn Renfroe, Jeremy Staggs, Nick Hamilton & Michael Armitage with Calhoun County Consolidated Dispatch Authority.

APPROVAL OF AGENDA

Manager Kale added item #6 and item #7 under New Business.

Motion was made by Councilman Daglow and seconded by Councilman Hrcka to approve the agenda as presented.

CARRIED

MINUTES

Councilman Sherman made a motion, seconded by Councilman Daglow to accept the minutes of the regular meeting held on Monday, December 4, 2023.

CARRIED

PUBLIC VOICE

None

APPOINTED / ELECTED OFFICIALS-COMMENTS

None

SPECIAL ORDER OF BUSINESS

None

CONSENT AGENDA

None

COMMITTEE REPORTS

Executive – President Michael

Discussed policy information.

Fire Board – Councilman Hrcka

Discussed Insurance Policy and Grant information.

Finance

Did not meet.

Public Safety – Councilman George

No concerns addressed.

D.P.W. – Councilman Renfroe & Councilman Shaw

Discussed eliminating old equipment.

Discussed Water tower alarm system

Discussed the new generator for the well house being installed this spring.

Jeremy informed the Council of the status on the Egle requirement of lead pipe replacements throughout the Village.

Lake Board

Did not meet.

Library

Did not meet.

OLD BUSINESS

No Old Business at this time.

MANAGERS REPORT

Manager Kale updated the Council on the Community House Grant.

NEW BUSINESS

1. Motion was made by Councilman Sherman and seconded by Councilman Shaw to approve the Treasurer’s Report as presented.

ROLL CALL VOTE: 7 YES - CARRIED

2. Motion was made by Councilman Sherman and Seconded by Councilman Daglow to approve the January 2024 Budget Amendments.

ROLL CALL VOTE: 7 YES - CARRIED

3. Motion was made by Councilman George and seconded by Councilman Daglow to open the Public Hearing to hear comment on the 2024-2028 Parks and Recreation Plan.

ROLL CALL VOTE: 7 YES– CARRIED

4. Motion was made by Councilman Sherman and Seconded by Councilman Daglow to close the Public Hearing to hear comment on the 2024-2028 Parks and Recreation Plan.

ROLL CALL VOTE: 7 YES – CARRIED

5. Motion was made by Councilman Sherman and Seconded by Councilman Shaw to approve the Resolution Adopting the 2024-2028 Parks and Recreation Plan.

ROLL CALL VOTE: 7 YES – CARRIED

6. Motion was made by Councilman Sherman and Seconded by Councilman Hrcka to approve the 911 Tower Survey dated November 23, 2023. Mike Armitage, CCCD Director, addressed the Council that Calhoun County Consolidated Dispatch will maintain the property in front of the tower. He also stated the tower will be up in 2024 and operational in 2025.

ROLL CALL VOTE: 7 YES – CARRIED

7. Motion was made by Councilman George and Seconded by Councilman Daglow to approve T-Mobile to replace their existing equipment on the water tower.

ROLL CALL VOTE: 7 YES – CARRIED

PUBLIC VOICE

None

CLAIMS PAYABLES

Motion was made by Councilman Renfroe and seconded by Councilman Hrcka to approve the bills, including those previously paid, in the amount of \$157,522.02.

ROLL CALL VOTE: 7 YES - CARRIED

COUNCIL COMMENTS

President Michael stated they are looking into another option for the Employee Opt-Out Insurance benefit.

ADJOURNMENT

Being no further Business to come before the Council, President Michael adjourned the meeting at 7:33 pm.

Respectfully submitted,
Dawn Renfroe
Village of Homer Clerk, Treasurer

Appendix D



January 23, 2024

South Central Michigan Planning Council
300 South Westnedge Avenue
Kalamazoo, MI 49007

Attention: Lee Adams, Director

RE: VILLAGE OF HOMER COMMUNITY RECREATION PLAN

Dear Lee Adams:

Enclosed please find one copy of the 5-year Community Recreation Plan for the Village of Homer. This plan will be on file with the Michigan Department of Natural Resources. Please review the plan and retain it for your records.

If you have any questions, please feel free to contact me.

Very truly yours,

BEN BAKER

Ben Baker, PLA
bbaker@gowightman.com

BENTON HARBOR

▲ 2303 PIPESTONE ROAD
BENTON HARBOR, MI 49022
○ 269.927.0100

ALLEGAN

▲ 1670 LINCOLN ROAD (M-40)
ALLEGAN, MI 49010
○ 269.673.8465

KALAMAZOO

▲ 433 E. RANSOM STREET
KALAMAZOO, MI 49007
○ 269.327.3532

GOWIGHTMAN.COM



January 23, 2024

Calhoun County Community Development
315 West Green Street
Marshall, MI 49068

Attention: Doug Ferrall, Program Manager

RE: VILLAGE OF HOMER COMMUNITY RECREATION PLAN

Dear Doug Ferrall:

Enclosed please find one copy of the 5-year Community Recreation Plan for the Village of Homer. This plan will be on file with the Michigan Department of Natural Resources. Please review the plan and retain it for your records.

If you have any questions, please feel free to contact me.

Very truly yours,

BEN BAKER

Ben Baker, PLA
bbaker@gowightman.com

BENTON HARBOR

▲ 2303 PIPESTONE ROAD
BENTON HARBOR, MI 49022
○ 269.927.0100

ALLEGAN

▲ 1670 LINCOLN ROAD (M-40)
ALLEGAN, MI 49010
○ 269.673.8465

KALAMAZOO

▲ 433 E. RANSOM STREET
KALAMAZOO, MI 49007
○ 269.327.3532

GOWIGHTMAN.COM



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF
ENVIRONMENT, GREAT LAKES, AND ENERGY
LANSING



PHILLIP D. ROOS
DIRECTOR

April 22, 2024

TO: All Interested Citizens, Organizations, and Government Agencies

SUBJECT: **DRINKING WATER STATE REVOLVING FUND (DWSRF)
CATEGORICAL EXCLUSION
City of Springfield
DWSRF Project Number 7671-01**

The purpose of this notice is to advise interested parties of a proposed decision by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) that the criteria for qualifying for a Categorical Exclusion are met and this project will not have a significant adverse impact on the environment or public health, and thus, qualifies for a Categorical Exclusion under Section 5408 of Part 54, Safe Drinking Water Assistance, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended (NREPA). Consequently, an Environmental Assessment or an Environmental Impact Statement is not required to implement the water supply project discussed in the attached document.

CRITERIA USED IN MAKING THE DETERMINATION

Section 324.5408(5) of Part 54, Safe Drinking Water Assistance, of NREPA, specifies six exclusionary criteria that must be met before EGLE can conclude that a proposed project qualifies for a Categorical Exclusion.

The criteria are as follows:

- (1) The project must not result in an increase in residuals and sludge generated by drinking water processes which would negatively impact the performance of the waterworks system or the disposal methods or would threaten an aquifer recharge zone.*
- (2) The proposed public water supply project must not be designed to provide service to a population greater than 30 percent of the existing population.*
- (3) The proposed public water supply project must not be known, or expected, to directly or indirectly affect cultural areas, fauna or flora habitats, endangered or threatened species, or environmentally important natural resource areas.*
- (4) The proposed public water supply project must not directly or indirectly involve the extension of transmission systems to new service areas.*
- (5) The proposed public water supply project has been shown to be the cost-effective alternative.*
- (6) The proposed public water supply project will not cause significant public controversy.*

PROJECT DETAIL

An attachment describing the proposed project is provided. This information is also available on our website at Michigan.gov/DWSRF under "Additional Links." It presents information related to the proposed project, including the alternative selected, rationale for our decision to grant a Categorical Exclusion, and other pertinent information. Map(s) showing the location of the proposed project are also included.

The attachment provides information and allows appropriate federal crosscutting agencies and state agencies an opportunity to submit information that may impact EGLE's decision prior to its effective date. Significant issues raised by these agencies could result in EGLE staff preparing a full Environmental Assessment.

WHERE DO I SUBMIT COMMENTS?

Any comments regarding this decision should be submitted to:

Lance Wood, Project Manager
Water Infrastructure Funding and Financing Section
Finance Division
Michigan Department of Environment, Great Lakes, and Energy
P.O. Box 30457
Lansing, Michigan 48909-7957

EFFECTIVE DATE OF EGLE'S DECISION ON THE CATEGORICAL EXCLUSION

Absent comments that introduce significant information contrary to EGLE's final determination, the Categorical Exclusion will become effective upon conclusion of the 30-day comment period.

Questions regarding this project can be directed to Lance Wood, Project Manager, Water Infrastructure Funding and Financing Section, Finance Division, by phone at 517-388-5780; by email at Woodl8@Michigan.gov; or you may contact me. Your interest in this process is greatly appreciated.

Sincerely,

Dan Beauchamp

Dan Beauchamp, Section Manager
Water Infrastructure Funding and Financing Section
Finance Division
517-388-3380

Attachment

DEPARTMENT OF ENVIRONMENT, GREAT LAKES, AND ENERGY
Drinking Water State Revolving Fund (DWSRF)
City of Springfield, Calhoun County
Categorical Exclusion
April 2024

PROJECT IDENTIFICATION

Applicant: City of Springfield

Address: 601 Avenue A
Springfield, Michigan 49015

Authorized Representative: Chaz Wilkey, DPS Director

Project Number: 7671-01

PROJECT SUMMARY

The city of Springfield (Springfield) is located in the northwest quadrant of Calhoun County, approximately 20 miles east of the city of Kalamazoo. The current population according to the 2020 United States Census, is 5,292 people, and is projected to grow at a conservative 1 percent annually.

Springfield has applied to the DWSRF, a low interest loan program administered by Michigan Department of Environment, Great Lakes, and Energy (EGLE) for assistance in funding a \$7,140,000 project that includes water main replacement, lead service line replacement (LSLR), looping, and replacement of pressure reducing valves (PRVs). A study area has been delineated for the project that equates to the city's entire service area (see Figure 1).

Springfield qualifies under state criteria as a financially overburdened community and is eligible to receive an American Rescue Plan (ARP) grant not to exceed \$3,533,250. The DWSRF is also able to offer Springfield a \$3,606,750 loan with \$36,750 in principal loan forgiveness with funds made available by the Bipartisan Infrastructure Law (BIL) for LSLR. The average residential user rate for a project at this cost are expected to increase by approximately \$8.16 per month. However, the associated cost increase may be reduced by the grant and principal forgiveness Springfield qualifies for.

EXISTING SYSTEM AND NEED FOR THE PROJECT

Springfield's water distribution system is supplied with water from 22 ground water production wells within the city of Battle Creek (Battle Creek). Water is purchased from Battle Creek who is responsible for all water treatment measures and there are 27 existing connections between the two systems. Springfield is a type I (public) water distribution system consisting of almost 40 miles of 4-inch to 12-inch diameter water main. A vast majority of the system is made up of 6-inch and 8-inch diameter cast iron and ductile iron water main.

Springfield operates low- and high-pressure districts, with internal PRVs to maintain these two zones. Springfield only has one active PRV linking these two zones. The system at one point, had an additional three PRVs but these have since been shutoff due to failure. Closed water main valves currently maintain the low- and high-pressure districts.

The proposed project is needed to address aging infrastructure, undersized components, and material risks. Springfield's current water distribution system contains components that were installed between the 1940's and 1960's. The components are nearing the end of their useful life. Increase in frequency of breaks and deterioration of water mains are a threat to public health. Several instances of water main breaks were noted in 2016 and 2017. There are also lead or galvanized service water service lines associated with the aging infrastructure. Lead service lines have been identified in the distribution system and pose a further public health threat. The Michigan Lead and Copper Rule (LCR) requires that these service lines be replaced. Also, to be replaced, are three PRVs which, have exceeded anticipated their useful life.

While work is being done on the water main and service lines, complaints relating to dead-end looping will be addressed. Dead-end water mains can accumulate sediment; efforts to remove dead-end water mains will improve water quality.

PROPOSED PROJECT

The proposed project is estimated to cost \$7,140,000 to construct. Water main replacements will include new 8-inch and 12-inch diameter ductile iron pipe on 20th Street (20th), Avenue A, 5th Street, 6th Street, Gogucac Street, Tony Tiger Trail, Barberry Drive, Sleeping Hollow, Locust Street, Wyndtree Drive, Briarcliff Street, Greenbriar Street, and Harmonia Road. Dead-end looping is proposed on Cinderella Circle, Avenue A, and 24th Court. This equates to 17,080 linear feet of replacement water main and looping. In addition, one sanitary manhole will be replaced as it needs to be relocated as a result of the proposed water main routing.

In progression towards compliance with the LCR, Springfield anticipates completing 16 LSLRs. LSLRs are planned in association with water main replacements. Additional improvements include the replacement of three PRVs to maintain pressure districts located at 20th and Upton Avenue (Upton), 28th Street and Upton, and Helmer Road and Upton.

Springfield qualifies for a \$3,533,250 ARP grant as they qualify under state criteria as a financially overburdened community. Springfield has also been offered a 30-year \$3,606,750 DWSRF loan at 2.00 percent interest. In addition, Springfield qualified for \$36,750 in principal loan forgiveness from funds made available by the BIL for LSLR. A project of this cost is expected to increase the rates for an average residential user by \$8.16 per month but the combination of grant and principal loan forgiveness should reduce the financial impact to the customers of the system.

EXISTING ENVIRONMENT AND POTENTIAL ENVIRONMENTAL IMPACTS

No known wetlands, Great Lakes shorelands, floodplains, streams, or surface waters are present within the proposed project scope. There are no adverse impacts anticipated to groundwater or water resources regulated by the state, United States Fish and Wildlife Service (USFWS), or National Park System. The water main replacements and LSLRs are expected to decrease the probability of groundwater leaching and have a beneficial impact on water quality. As outlined in the plans and specifications for the proposed project, all necessary dewatering will be reviewed and approved by the permitting engineer.

Several noteworthy at-risk species habitats have been identified by USFWS near the proposed project work area, including the Copperbelly water snake, Eastern massasauga rattlesnake, Indiana bat, Monarch butterfly, Northern long-eared bat, Tricolored bat, and Whooping crane. It has been determined that the project may affect but is not likely to adversely affect any of the listed species. Additionally, the Michigan Natural Features Inventory (MNFI) rare species review identified several at-risk species, primarily mussel species, that may be adversely

impacted, within 0.5 miles to 1.5 miles of proposed project work. Work is not anticipated to be within any streams or species habitats, but a soil erosion and sedimentation control permit will mitigate any unexpected erosion, siltation, sedimentation, dredging, and water flow disturbance risks to the multiple at-risk mussels identified. Special concern species, the Blanding's turtle, for which there are no legal protection requirements, were also noted in the MNFI review. No work is anticipated to overlap with Blanding's turtle nesting habitat, nor the Tri-colored bat's hibernacula habitat. No land clearing activities are anticipated in at-risk species' habitats. However, approximately 18 trees are estimated to be removed with 1,100 square yards of clearing and grubbing for the 24th Court loop. This does not overlap with the Tri-colored bat population identified within the work area, but compliance with MNFI guidelines where necessary, including winter tree removal, will minimize adverse impacts to the Tri-colored bat maternity colonies and other species dwelling within the project area.

A Section 106 review was completed by the State Historic Preservation Office (SHPO) and determined that the project will have no adverse effect on historic properties within the project area. If the scope of work changes in any way or if archeological material is encountered during construction activities related to the project, work will be halted and SHPO will be contacted immediately.

Twelve Tribal Historical Preservation Officers for five federally identified tribes were contacted requesting comment regarding any potential impact to historic, religious, or cultural resources. To date, no comments have been received.

A complete topographic survey and utility correspondence with all underground utilities will be used to mitigate related impacts. Utility services may be temporarily shut off to ensure safe working conditions. The contractor will be responsible for coordinating service shut off notifications with residents and businesses to minimize disruption associated with construction.

An easement will be obtained by the city from the Burma Center. Railroad permits for 20th and between Upton and Avenue A will be obtained by the city from Amtrak and Canadian National, respectively. Traffic detours, noise, and dust are anticipated. The contractor will be responsible for safety measures and traffic controls during construction. Soil erosion and sedimentation will be properly mitigated, through use of silt fences, straw bales, and manhole covers, in adherence with the soil erosion and sediment control permit requirements. Dust control methods such as water and/or brine will be used to keep dust minimal during excavation. The contractors will sweep the affected roadways on a regular schedule and equipment will be kept in good condition to limit emissions. Construction activities will be mandated to comply with all local noise control ordinance. Workers and visitors may be required to wear earplugs. A positive aesthetic impact is expected for new roadway construction required in places where water main is replaced below roadway. Access to homes and businesses will be maintained and restoration of disturbed areas will be completed in a timely fashion.

No hazardous or contaminated material exposure is anticipated during construction of this project. Asbestos cement pipes will be left in the ground. Waste materials, including lead, will be disposed in the appropriate landfill class in compliance with state and federal guidelines.

PUBLIC PARTICIPATION

A notice for a public meeting was advertised on May 4, 2023, on the city website and Facebook. The project planning document made available for review at the Springfield City Office. The public meeting was held May 15, 2023, 10 days after the advertisement was posted. Meeting discussion included project background, the existing system and needs, principal alternatives and environmental impacts, costs, proposed method of financing, and user costs. Two

questions were received and answered regarding match requirements for the loan and typical submissions and grant funding. The City Council passed a formal resolution adopting the proposed project.

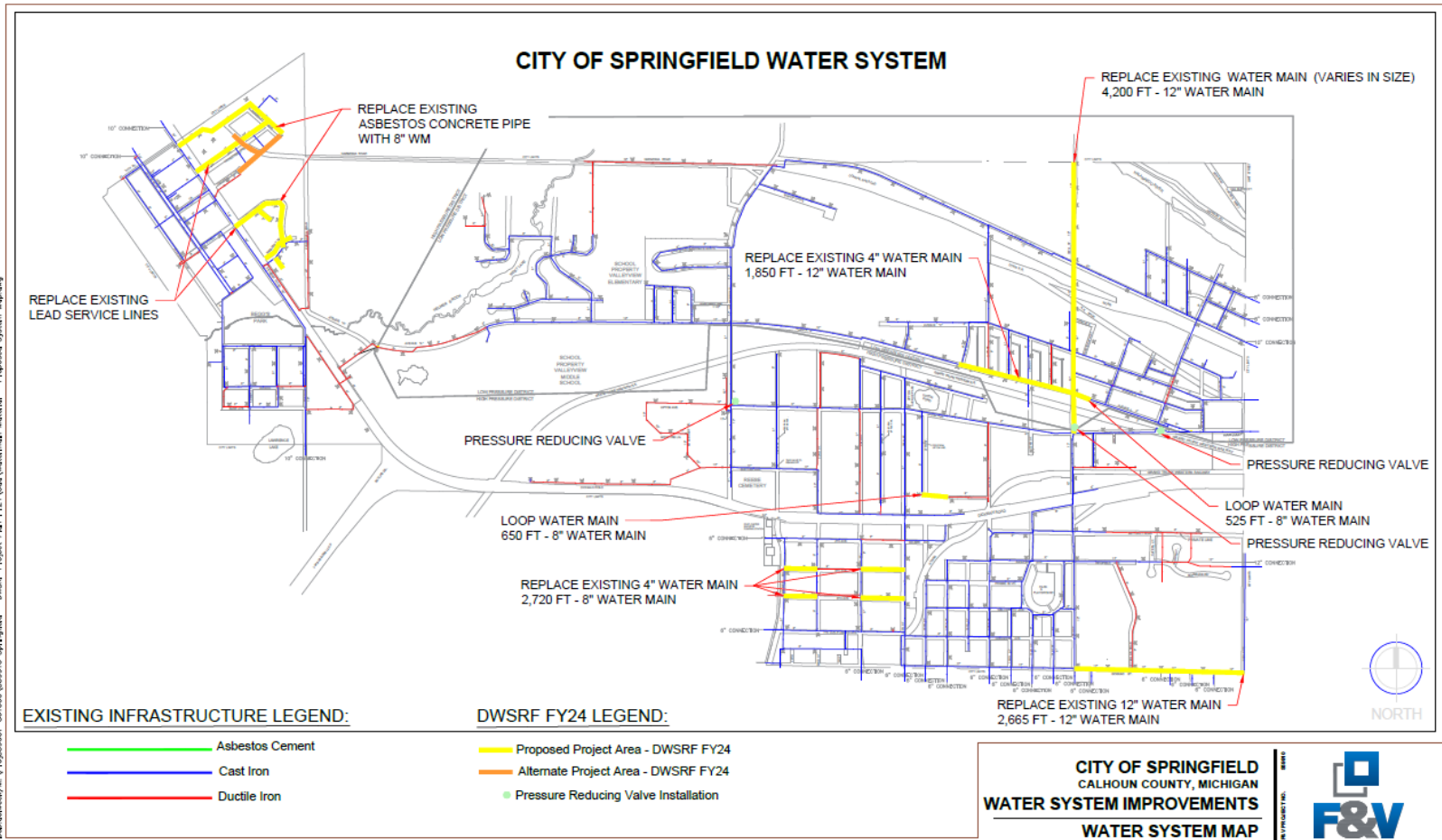
RATIONALE FOR CATEGORICAL EXCLUSION

In accordance with Part 54, Safe Drinking Water Assistance, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, Section 5408(5) specifies criteria that must be met to grant a Categorical Exclusion from further environmental review activity to a proposed DWSRF assisted project. EGLE staff have carefully reviewed the Springfield project planning document and have determined no significant adverse impacts are anticipated as a result of project implementation.

Questions regarding this Categorical Exclusion should be directed to:

Lance Wood, Project Manager
Water Infrastructure Funding and Financing Section
Finance Division
Michigan Department of Environment, Great Lakes, and Energy
P.O. Box 30457
Lansing, Michigan 48909-4957
Telephone: 517-388-5780
Email: WoodL8@Michigan.gov

Figure 1: Existing Infrastructure and Proposed Project Work





February 6, 2024

Dear Friend of Kalamazoo County Parks,

Kalamazoo County Parks and Recreation is pleased and excited to announce that it is in the process of developing a new Park and Recreation Master Plan for Kalamazoo County. The purpose of the 2024-2029 Kalamazoo County Park and Recreation Master Plan will be to provide a logical framework for guiding decisions concerning park and recreation facilities. We hope to identify the essential issues, define the county's role, and establish goals and objectives. The Park and Recreation Commission is placing emphasis on having a plan that will be a practical, working document that will facilitate action towards improving the recreation facilities in Kalamazoo County and we need your help.

You are invited to participate in a master plan public input open house to identify the issues and establish goals specific to parks and recreation on:

Wednesday, February 21 from 4:00p.m.-6:00p.m. in the Main Expo Room at the Kalamazoo County Expo Center & Fairground, 2900 Lake Street, Kalamazoo Michigan.

This will be an open house format and you can arrive and participate at any time between 4PM and 6PM. Your participation will have a direct impact on the planning process of our County Parks.

If you have any questions, or need further information, please do not hesitate to contact me.

Sincerely,

David Rachowicz, Director
Kalamazoo County Parks



NOTICE OF INTENT FOR RECREATION GRANT PROJECTS

This information is requested by authority of Part 19, Act 451 of 1994, to be considered for a MNRTF grant.

1. Name of Project		2. Date
3a. Identity of the applicant agency, organization, or individual:	3b. Indicate below the representative of the applicant to contact for additional information regarding this notice:	
	Name	
	Address (Street/PO Box)	
	City, State, ZIP Code	
	Telephone	
4a. Agency from which assistance will be sought: <input type="checkbox"/> Michigan Department of Natural Resources	Name of Program: _____ Public Law or USC#: _____ <input type="checkbox"/> Michigan Natural Resources Trust Fund Part 19 of Act 451 of 1994	
5. Estimated Cost:	6. Estimated date by which time the applicant expects to formally file an application:	
FEDERAL: _____	7. Geographic location of the project to be assisted: (indicate specific location as well as city or county. Attach map if necessary).	
STATE: _____		
OTHER: _____		
TOTAL: _____		
8. Brief description of the proposed project. This will help the clearinghouse identify agencies of state or local government having plans, programs, or projects that might be affected by the proposed project:		
8a. Type of project:		
8b. Purpose:		
8c. General size or scale:		
8d. Beneficiaries (persons or institutions benefited):		
8e. Indicate the relationship of this project to plans, programs, and other activities of your agency and other agencies (attach separate sheet if necessary):		



AREA WIDE RECREATION AND PLANNING CLEARINGHOUSES

<p>PLANNING REGION 1. LIVINGSTON, MACOMB, MONROE, OAKLAND, ST. CLAIR, WASHTENAW, & WAYNE COUNTIES NOTE: Paper submissions will be denied. Submit by email: infocenter@semcog.org (include email receipt with application)</p>	<p>SOUTHEAST MICHIGAN COUNCIL OF GOVERNMENTS (SEMCOG) 1001 WOODWARD AVE., SUITE 1400 DETROIT, MI 48226-1904 PHONE: (313) 961-4266 FAX: (313) 961-4869</p>
<p>PLANNING REGION 2. HILLSDALE, JACKSON, & LENAWEE COUNTIES</p>	<p>REGION 2 PLANNING COMMISSION JACKSON COUNTY TOWER BLDG., 9TH FLOOR 120 W MICHIGAN AVE. JACKSON, MI 49201 PHONE: (517) 788-4426 FAX: (517) 788-4635</p>
<p>PLANNING REGION 3. BARRY, BRANCH, CALHOUN, KALAMAZOO, & ST. JOSEPH COUNTIES</p>	<p>SOUTH CENTRAL MICHIGAN PLANNING COUNCIL 300 S WESTNEDGE AVE KALAMAZOO, MI 49007 PHONE: (269) 385-0409 FAX:</p>
<p>PLANNING REGION 4. BERRIEN, CASS, & VAN BUREN COUNTIES</p>	<p>SOUTHWEST MICHIGAN PLANNING COMMISSION 376 WEST MAIN STREET, SUITE 130 BENTON HARBOR, MI 49022-3651 PHONE (269) 925-1137 FAX: (269) 925-0288</p>
<p>PLANNING REGION 5. GENESEE, LAPEER, & SHIAWASSEE COUNTIES</p>	<p>GLS REGION V PLANNING AND DEVELOPMENT COMMISSION 1101 BEACH ST., ROOM 223 FLINT, MI 48502-1470 PHONE: (810) 257-3010 FAX: (810) 257-3185</p>
<p>PLANNING REGION 6. EATON, INGHAM, & CLINTON COUNTIES</p>	<p>TRI-COUNTY REGIONAL PLANNING COMMISSION 3135 PINE TREE ROAD, SUITE 2C LANSING, MI 48911-4234 PHONE: (517) 393-0342 FAX: (517) 393-4424</p>
<p>PLANNING REGION 7. ARENAC, BAY, CLARE, GLADWIN, GRATIOT, HURON, IOSCO, ISABELLA, MIDLAND, OGEMAW, ROSCOMMON, SAGINAW, SANILAC & TUSCOLA COUNTIES</p>	<p>EAST MICHIGAN COUNCIL OF GOVERNMENTS 3144 DAVENPORT AVE., SUITE 200 SAGINAW, MI 48602-3494 PHONE: (989) 797-0800 FAX: (989) 797-0896</p>
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<p>PLANNING REGION 9. ALCONA, ALPENA, CHEBOYGAN, CRAWFORD, MONTMORENCY, OSCODA, OTSEGO, & PRESQUE ISLE COUNTIES</p>	<p>NORTHEAST MICHIGAN COUNCIL OF GOVERNMENTS 80 LIVINGSTON BLVD., SUITE U-108 GAYLORD, MI 49734 PHONE: (989) 705-3730 FAX: (989) 732-5578</p>
<p>PLANNING REGION 10. ANTRIM, BENZIE, CHARLEVOIX, EMMET, GRAND TRAVERSE, KALKASKA, LEELANAU, MANISTEE, MISSAUKEE, & WEXFORD COUNTIES</p>	<p>NORTHWEST MICHIGAN COUNCIL OF GOVERNMENTS PO BOX 506 TRAVERSE CITY, MI 49685-0506 PHONE (231) 929-5000 FAX: (231) 929-5012</p>
<p>PLANNING REGION 11. CHIPPEWA, LUCE, & MACKINAC COUNTIES</p>	<p>EASTERN UPPER PENINSULA REGIONAL PLANNING AND DEVELOPMENT COMMISSION 1118 E. EASTERDAY AVE. SAULT STE. MARIE, MI 49783 PHONE: (906) 635-1581 FAX: (996) 635-9582</p>
<p>PLANNING REGION 12. ALGER, DELTA, DICKINSON, MARQUETTE, MENOMINEE, & SCHOOLCRAFT COUNTIES</p>	<p>CENTRAL UPPER PENINSULA PLANNING AND DEVELOPMENT REGIONAL COMMISSION 2950 COLLEGE AVE. ESCANABA, MI 49829 PHONE: (906) 786-9234 FAX: (906) 786-4442</p>
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<p>PLANNING REGION 14. LAKE, MASON, MUSKEGON, NEWAYGO, & OCEANA COUNTIES</p>	<p>WEST MICHIGAN SHORELINE REGIONAL DEVELOPMENT COMMISSION PO BOX 387 / 316 MORRIS AVE., SUITE 340 MUSKEGON, MI 49443-0387 PHONE: (231) 722-7878 FAX: (231) 722-9362</p>



NOTICE OF INTENT FOR RECREATION GRANT PROJECTS

This information is requested by authority of Part 703, Act 451 of 1994, as amended, to be considered for a LWCF grant.

Name of Project	Date	County
Identity of the applicant agency, organization, or individual:		
Indicate below the representative of the applicant to contact for additional information regarding this Notice:		
Name	Telephone Number (including area code)	E-mail Address
Address (Street/PO Box), City, State, ZIP Code		
Agency from which will be sought:		Name of Program
<input type="checkbox"/> Michigan Department of Natural Resources		<input type="checkbox"/> Land and Water Conservation Fund <input type="checkbox"/> Natural Resources Trust Fund
Estimated Federal Cost \$	Estimated State Cost \$	Estimated Other Cost \$
Total Cost \$		
Estimated date by which time the applicant expects to formally file an application		
Geographic location of the project to be assisted (indicate specific location as well as city or county. Attach map if necessary)		
Brief description of the proposed project. This will help the clearinghouse identify agencies of state or local government having plans, programs, or projects that might be affected by the proposed project:		
Type of project	General size of scale project	
Purpose of project		
Beneficiaries (persons or institutions benefited)		
Indicate the relationship of this project to plans, programs, and other activities of your agency and other agencies (attach separate sheet if necessary):		



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Address (Street/PO Box), City, State, ZIP Code		
Agency from which will be sought:		Name of Program
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AREA WIDE RECREATION AND PLANNING CLEARINGHOUSES

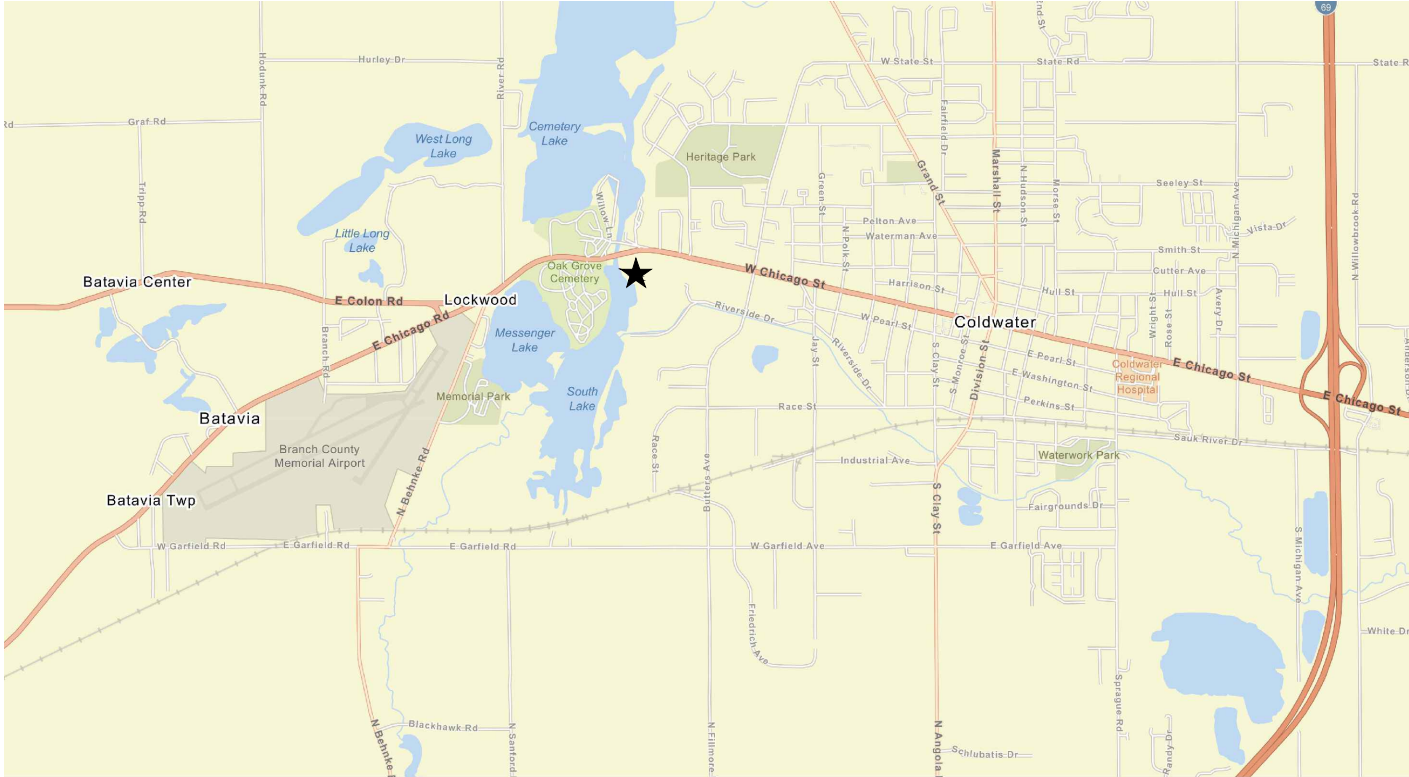
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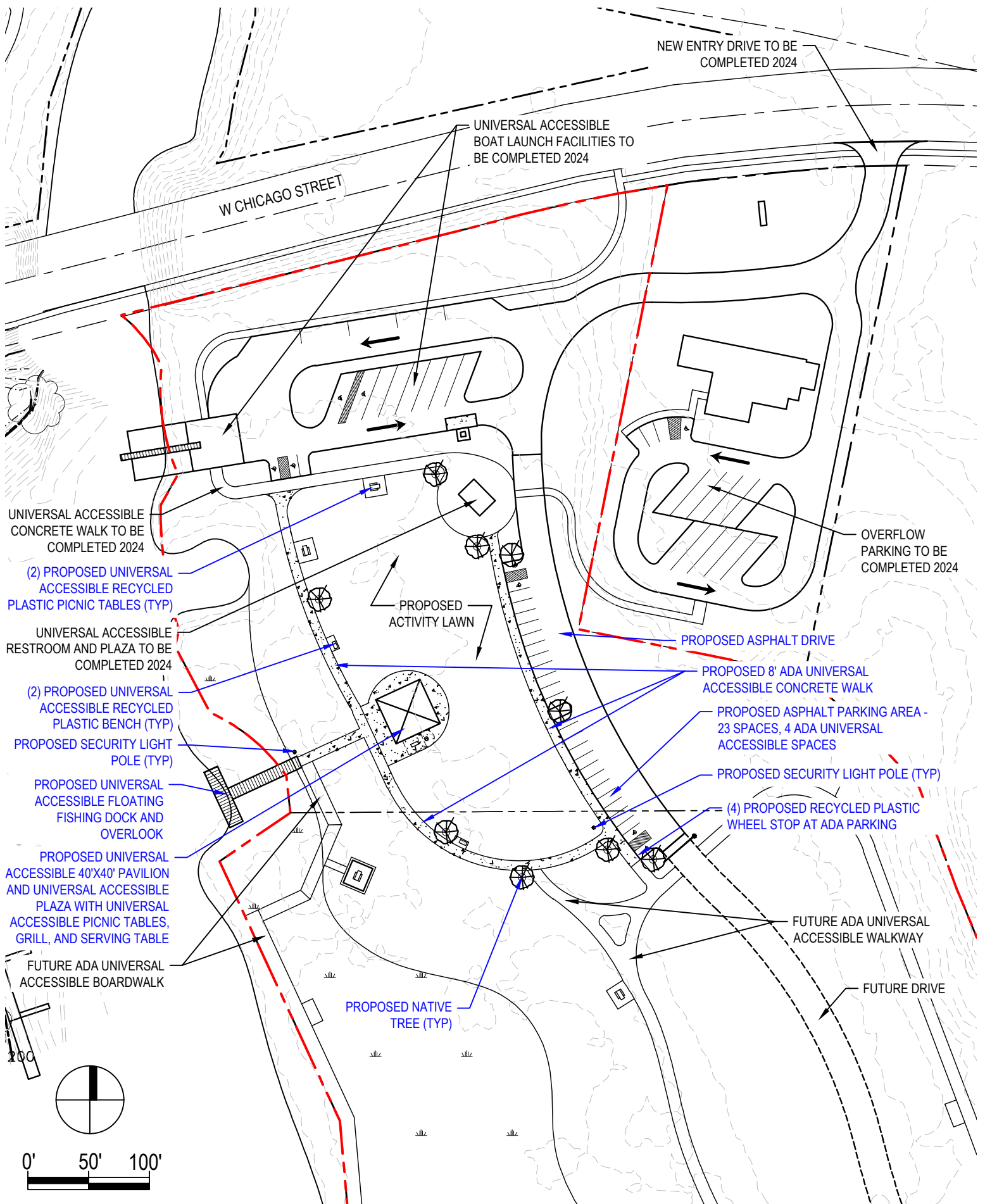
Name of Project	Date	County	
Identity of the applicant agency, organization, or individual:			
Indicate below the representative of the applicant to contact for additional information regarding this Notice:			
Name	Telephone Number (including area code)	E-mail Address	
Address (Street/PO Box), City, State, ZIP Code			
Agency from which will be sought:		Name of Program	
<input type="checkbox"/> Michigan Department of Natural Resources		<input type="checkbox"/> Land and Water Conservation Fund <input type="checkbox"/> Natural Resources Trust Fund	
Estimated Federal Cost \$	Estimated State Cost \$	Estimated Other Cost \$	Total Cost \$
Estimated date by which time the applicant expects to formally file an application			
Geographic location of the project to be assisted (indicate specific location as well as city or county. Attach map if necessary)			
Brief description of the proposed project. This will help the clearinghouse identify agencies of state or local government having plans, programs, or projects that might be affected by the proposed project:			
Type of project		General size of scale project	
Purpose of project			
Beneficiaries (persons or institutions benefited)			
Indicate the relationship of this project to plans, programs, and other activities of your agency and other agencies (attach separate sheet if necessary):			



PROJECT ADDRESS:
 W. CHICAGO STREET
 COLDWATER, MI 49036



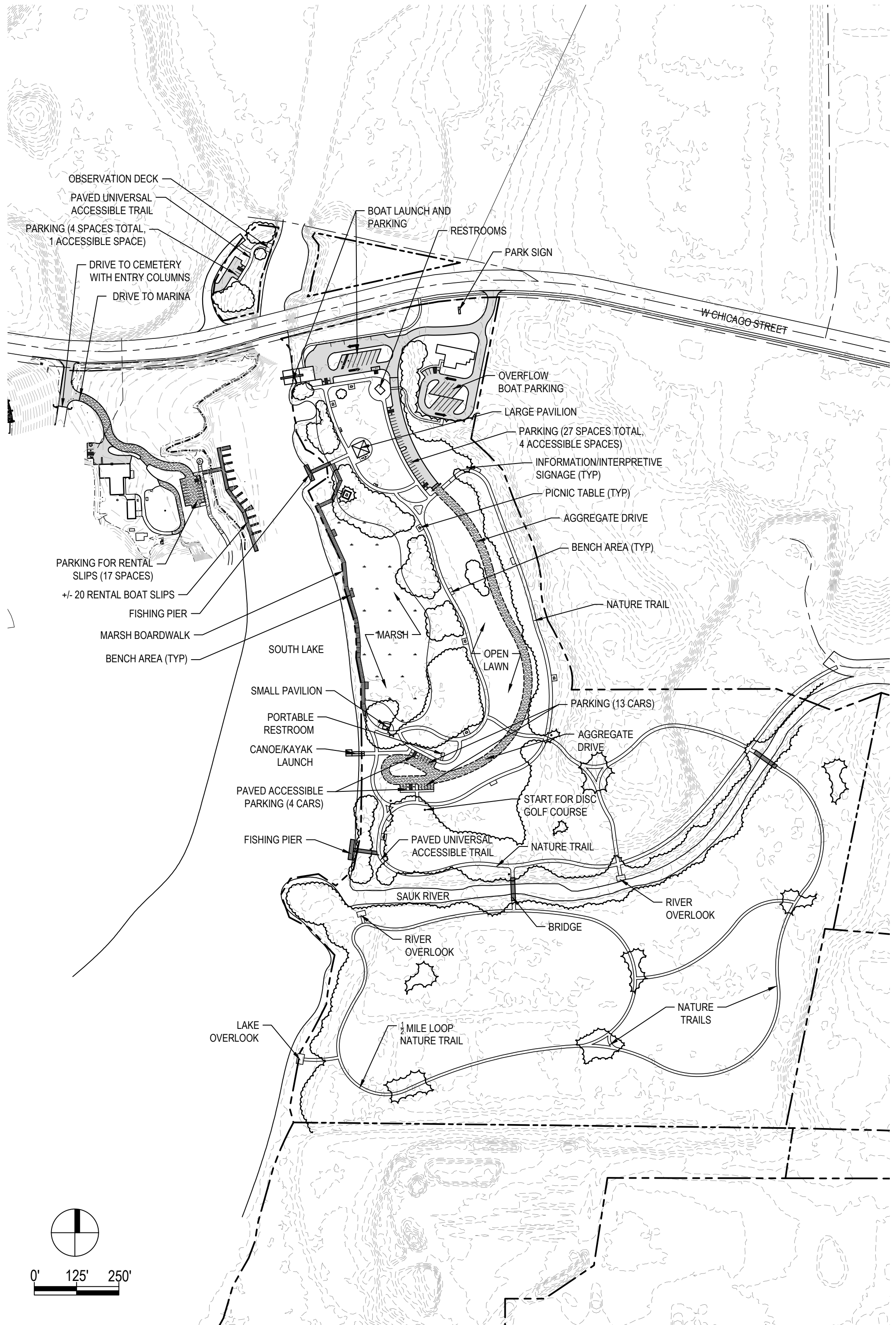
LOCATION MAP
 NO SCALE

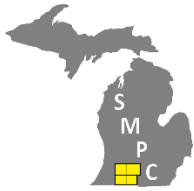


UNIVERSAL ACCESSIBLE PICNIC PAVILION AND FISHING DOCK

ROTARY PARK
 COLDWATER, MICHIGAN
 MARCH 28, 2024

SITE DEVELOPMENT
 PLAN





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: Wednesday, April 24, 2024
MEETING TIME: 11:30 am
MEETING LOCATION: Road Commission of Kalamazoo County
4400 S 26th St
Kalamazoo, MI 49048

1. Call to Order
2. Representative Attendance [Action]
3. Approval of the Agenda [Action]
4. Approval of the Minutes [Action]
5. Public Comment
6. Transportation
 - a. KATS report
 - b. 2025 Transportation Work Program [Action]
7. Update on EDA Relationship and Work
 - a. Staff update and discussion
 - b. Committee to provide guidance on the work
8. EPA Regional Brownfield Grant
 - a. Update on the work
9. Staff Report/Other
 - a. Update on Planning Work
 - i. St. Joseph County Joint Plan
 - ii. Constantine TIF
 - b. Annual Report
 - c. Monthly Correspondence
10. Representative Comments
11. Adjournment

Next Meeting: May 22, 2024



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: Steven Stepek, KATS Executive Director
DATE: April 22, 2024
SUBJECT: Southcentral Michigan Planning Council Report

During the months of February and March, 2024, 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:

- Completed work on 2023 Federal Aid Road Condition Reports for each county in Region 3 and posted copies to the SMPC website's Transportation page
- Continued to work with Rural Task Force and Small Urban eligible agencies to resolve programming issues and answer questions on procedures
- Polled member agencies for a date to hold a public meeting of the Coldwater-Quincy Small Urban Task force to consider a request to change the location of the Coldwater's 2025 project. The meeting was scheduled for March 19, 10:00 a/m. at the Coldwater Municipal Building
- Generated meeting materials and posted notices for the March 19 Coldwater-Qincy Small Urban Task Force meeting
- Attended online PASER data collection classes
- Started work on scheduling 2024 PASER data collection
- Started a comprehensive update to contact information for both Small Urban and Rural Task Force programs. This includes new and changed urban areas resulting from 2020 Census results that will be used starting FY 2025
- Completed collection of Highway Performance Monitoring System (HPMS) data updates and populating the MDOT master spreadsheet in preparation for submission in April
- Facilitated the March 19 Coldwater-Quincy Small Urban meeting, generated meeting minutes, and forwarded all necessary materials and project application to MDOT Planning for use in programming the approved project change
- Worked with Branch County Road Commission on documentation needed to generate a JobNet change request for updated funding for their 2024 Rural Task Force project
- Generated a draft of the FY 2025 Transportation Work Program for SMPC, incorporating updated MDOT and TAMC verbiage and work items. Forwarded on to the SMPC director for approval and submission to MDOT

Anticipated future activities include:

- Continued updating and entering project data in JobNet for the 2023 - 2026 Transportation Improvement Programs as project data sheets are submitted or as otherwise needed
- Scheduling and facilitating public meetings for consideration and approval of Rural Task Force and Small Urban changes to the 2023 – 2026 Transportation Improvement Program as needed.
- Submitting updated HPMS data to MDOT
- Scheduling and performing road condition data on Region federal aid roads not rated in 2023 as well as non-federal aid roads as time and funding allow. This will include assisting Branch County Road Commission with rating their entire non-federal aid system (paved and gravel), which were approved by TAMC for use of one-time supplemental funding for FY 2024
- Scheduling and holding meetings for consideration of Rural Task Force and Small Urban projects for the 2026-2029 Transportation Improvement Program (TIP) once calls for projects are issued by MDOT Planning

FY 2025 Regional Transportation Planning Work Program

Region 3

Southcentral Michigan Planning Council



Approved: XXXXX X, 2024

Southcentral Michigan Planning Council

300 South Westnedge Avenue
Kalamazoo, MI 49007

Phone: 269-385-0409
Email: adams@upjohn.org

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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 to contract various planning services to be performed by the State Planning and Development Regions, also known as Regional Planning Agencies (RPAs), to assist BTP and local units of government. Each RPA could potentially have up to four project authorizations as a result of what is approved under this work program.

The RTPP requires each participating regional planning agency (except Southeast Michigan Council of Governments) have an annual work program in accordance with a three-year Master Agreement. Since 1984, the State Legislature has set a line-item budget of \$488,800 of Act 51's Michigan Trunk line Fund (MTF) for the RTPP. Identified transportation planning services funding with MTF includes the following work elements to assist MDOT and local communities: Program Management, Technical Assistance to MDOT, Technical Assistance to Member Agencies, Public Involvement and Consultation Process for Non-Metropolitan Areas, Access Management, specific eligible activities with the Pure Michigan Byway Program, Non-motorized Mapping and Investment Plan, Rural Safety Planning, and Asset Management. Each regional planning agency may divide and prioritize their allocation of these work elements based on the transportation needs of their region.

Rural Task Force and Small Urban Program assistance and Air Quality Conformity Planning are administered under a separate project authorization and funded with Statewide Planning and Research (SPR) grant funding. The funding requested for this assistance and planning is \$382,260 and has increased from last year due to the new FY26-29 State Transportation Improvement Program (STIP) that will need to be developed and coordinated. As above, each regional planning agency may divide and prioritize their allocation of these work elements based on the transportation needs of their region.

Planning grant activities for the Byways Program are funded with SPR and administered under a separate project authorization. A more detailed Byways Work Plan and Budget will be required if an RPA budgets for byways administrative activities under the transportation planning services project authorization and/or applies for planning grant implementation activities under this planning grant activity SPR authorization. The byways work plans and budgets are submitted to the Byways Program Manager for review and SPR requests will be ranked and prioritized if funding availability exceeds requests.

The last activity, Asset Management, is administered by the Asset Management Section of MDOT under a separate project authorization

SOUTHCENTRAL MICHIGAN PLANNING COMMISSION FY 2025 PROGRAM

The SMPC entered into an agreement with the Kalamazoo Area Transportation Study (KATS) to provide staffing for the Transportation Program through FY 2026. SMPC and KATS will work to provide technical support to MDOT and the various agencies within the Region 3 area during FY 2025 (ending September 30, 2025).

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 2025 BUDGET

The following is the estimated budget for FY 2025 utilizing the services of the Kalamazoo Area Transportation Study, the consulting agency for SMPC. For FY 2025, the budget was based on:

- \$26,000 in Michigan Transportation Fund (MTF) Program funds for the Regional Transportation Planning Work Program
- \$26,287 in Statewide Planning and Research (SPR) grant 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 2025 Regional Transportation Planning Work Program are part of the Kalamazoo Area Transportation Study's FY 2025 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 2025 BUDGET TABLE

**Fiscal Year 2025 Regional Transportation Planning Work Program
Region 3- Southcentral Michigan Planning Council
October 1, 2024-September 30, 2025**

Work Element	Project	Salary	Fringe	Indirect	Other	MTF	SPR	MTF	Hours	Budget
3101	Program Management	\$1,561	\$973	\$526	\$5,000	\$8,060			94	\$8,060
3102	Technical Assistance to MDOT	\$2,786	\$1,737	\$937	\$0	\$5,460			57	\$5,460
3103	Technical Assistance to Member Agencies	\$3,715	\$2,317	\$1,248	\$0	\$7,280			76	\$7,280
3104	Public Involvement & Consultation Process for Non-Metropolitan Areas	\$398	\$248	\$134	\$0	\$780			4	\$780
3105	Access Management	\$133	\$83	\$44	\$0	\$260			1	\$260
3106	Pure Michigan Byway Program- Admin	\$133	\$83	\$44	\$0	\$260			1	\$260
3107	Non-motorized Mapping and Investment Plan	\$398	\$248	\$134	\$0	\$780			4	\$780
3108	Rural Safety Planning	\$1,592	\$993	\$535	\$0	\$3,120			24	\$3,120
3109	Management of the Rural Task Force and Small Urban Programs	\$11,937	\$7,444	\$4,014	\$0		\$23,395		328	\$23,395
3110	RTF/Small Urban Public Involvement and Consultation Process	\$1,073	\$669	\$361	\$0		\$2,103		22	\$2,103
3111	Air Quality Conformity Planning	\$268	\$167	\$91	\$0		\$526		3	\$526
3112	Byways Program - Planning Grant Activities	\$134	\$84	\$45	\$0		\$263		1	\$263
3113	Asset Management	\$22,451	\$14,000	\$7,549	\$11,000			\$55,000	737	\$55,000
TOTALS		\$46,579	\$29,046	\$15,662	\$16,000	\$26,000	\$26,287	\$55,000	1352	\$107,287

Funds classified as other have been set aside for:

3101 Work completed by SMPC staff

3113 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. In the miscellaneous line, please provide a comment for what this was used for if under \$2,500 and no receipt is provided
 - 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: \$8,060 (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 and implementation 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. Ensure that email distribution lists are updated with OPT and transit agency staff changes.
 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:
 - a) 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. Staff will attend HPMS Training as needed.
-

- b) Traffic Data Collection for Federal Reporting & 2026 MIRE FDE Requirement
Provide support to MDOT in the 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 and BIL as well as the 2026 MIRE FDE Requirement of count-based AADTs on all public roads.
- c) 2020 Census Statewide Review – NFC Review
After the U.S. Census Bureau approves the 2020 ACUB boundaries, MDOT staff will prepare informational materials for distribution pertaining to the 2020 Statewide NFC Review. MDOT will ask RPA staff to assist in meeting coordination with transportation stakeholders. These meetings will consist of jurisdictional agencies and other transportation stakeholders proposing and reviewing National Functional Classification (NFC) revisions to the Act 51 certified public roads within their planning boundary. MDOT staff may request materials such as traffic counts, worksheets, maps, local letters of concurrence, signed resolutions, and Act 51 certifications to process the proposed NFC revisions. The proposed revisions will be reviewed by MDOT staff. If MDOT is in concurrence, the proposals would then be submitted to FHWA for final review.
- d) Model Inventory of Roadway Element (MIRE) Fundamental Data Elements (FDE)
Model Inventory Roadway Elements (MIRE) Fundamental Data Elements (FDE) is a federal reporting requirement for safety roadway data under federal statute § 924.17. RPA and local agency participation in the MIRE data collection process is considered part of the requirements in fulfilling Data Collection responsibilities to MDOT.

RPAs are asked to coordinate with their local agencies and MDOT staff to perform annual maintenance and validating (6) data items. The six (6) data items that local agencies and RPA staff will be requested to review will be: Surface type, number of through lanes, access control, median type, facility type, and traffic control.

The review of these data items will be done within Roadsoft. Deliverables to MDOT will be exported from Roadsoft. RPAs and Local Agencies that require additional training with Roadsoft MIRE tools can follow this hyperlink: [MIRE Roadsoft Training Recording](#) or contact MDOT at MDOT-MIRE-FDE@michigan.gov. Further information regarding statewide MIRE data collection can be found using the following hyperlinks:

- Roadsoft Roundup: [Model Inventory of Roadway Elements Fundamental Data Elements | Roadsoft](#)
- [MDOT MIRE FDE Experience Builder](#)

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: \$5,460 (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 manager with a copy of any reports produced as a result of the activities listed above.

Budget \$7,280 (MTF)

3104 Public Involvement and Consultation Process for Non-Metropolitan Areas

Objectives

- To provide for non-metropolitan local official participation in the development of the SLRTP and the STIP.
- To provide opportunities for the public to review and comment in the development of the SLRTP 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. Partner with educating and training local officials regarding state and federal-funded programs, policy applications and other key information.
4. 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: \$780 (MTF)

3105 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)

3106 Pure Michigan Byway Program – Administrative Only

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.

MTF Eligible Activities

1. Provide guidance to local grassroots organizations seeking to nominate a state highway as a Pure Michigan Byway or National Scenic Byway.
2. 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.
3. Provide opportunities for public involvement activities related to the byway.
4. Ensure the byway corridor management plan is up to date.
5. Conduct studies of the convenience of the byway transportation and visitor-oriented facilities.
6. Attend byways related conferences, workshops, and seminars (this is also an SPR eligible activity).
7. Assist in the management and facilitation of byways meetings.
8. Maintenance of existing byways websites.
9. Review and submit the Byway(s) Work Plan and Budget to MDOT by July 1, 2025 as completed by the byways committee.
10. Review and submit the Byway(s) Evaluation Report for the previous fiscal year by the end of December 2024.

MTF Eligible 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. Serve as a Liaison between the byway committee and MDOT.
3. Provide MDOT digital and hard copies of updated and/or new corridor management plans.

Upon billing submittal: See MDOT Standard Operating Procedures for invoicing

Budget: \$260 (MTF) for administrative duties and maintaining the website

3107 Non-Motorized Mapping and Investment Plan

Objective

- Facilitate the process of completing non-motorized planning efforts for the State of Michigan for the 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 the region.
3. Promote the consideration of bicycle and pedestrian facilities in the overall transportation planning activities.
4. Coordinate with stakeholders and public input.

Products

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: \$780 (MTF)

3108 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. Foster and maintain 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 rural safety plans.

Budget: \$3,120 (MTF)

3109 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, room set-up (in person or hybrid), 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 and/or Small Urban committee.
 3. Ensure project selection for the FY2026-2029 STIP cycle for RTF and small Urban programs. This requires RTF local committee meetings which are required for a STIP Development year.
 4. 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.
 5. Ensure that the fiscal constraint sheets used in the meetings are properly managed with updated allocation balances provided by the MDOT RTF Program Manager and the decisions made by the RTF committees.
 6. Review and monitor the Local Agency Balance Report (LABR) and update the fiscal constraint sheet with current project obligations on a monthly basis.
 7. 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.
 8. 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. This includes the programming of selected projects for the new STIP cycle FY2026-2029.
 9. RPA will submit the 2606 or 2638 forms that reflect the Small Urban committee prioritized projects to the Small Urban Program Manager. The Small Urban Program Manager is responsible for programming the selected projects in JobNet.
 10. 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 Program Manager. In months where there is no meeting 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 Program Manager.
-

11. Attend monthly RTF meetings and educational webinars virtually or in person or watch the posted recordings if staff is unavailable for the meeting times.

Budget: \$23,658 (SPR)

3110 RTF/Small Urban Public Involvement and Consultation Process

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. Document the RTF's public involvement and consultation processes.
2. Participate in statewide RTF and Small Urban related conferences, meetings, seminars, forums, and training sessions on state and federal programs available to local communities.
3. Assist in the creation and maintenance of an e-mail subscription list for managing the electronic distribution of information to local elected officials.

Budget: \$2,103 (SPR - Some items may be funded through the RTF Program)

3111 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 (MITC-IAWG)
- To provide communication of air quality conformity analysis 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 MITC-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: \$526 (MTF)

3112 Pure Michigan Byways Program – Planning Grant Activities

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 the region's geographical boundaries.

SPR Eligible Activities

1. Conduct studies of the convenience of the byway transportation and visitor-oriented facilities.
2. Attend byways related conferences, workshops, and seminars.
3. Marketing/promotional/educational brochure and pamphlet creation, printing, and distribution that advance the safe use and enjoyment of the byway.
4. Website creation or grand scale updates (does not include maintenance costs)
5. Prepare and/or assist a consultant in the development or update of corridor management plans (CMP).

Budget: \$263 (SPR)

3113 Asset Management

The Transportation Asset Management Council (TAMC) approved this policy on March 6, 2024 as it relates to reimbursement of TAMC activities by the RPO/MPO to local agencies.

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 can be found on the TAMC website (<http://www.michigan.gov/tamc>). The MPO/RPO will emphasize these tasks to support the largest PA 51 agencies (agencies that certify a minimum of 100 centerline miles of road) within the planning area when resources are limited. Reimbursement for data collection is provided from the fiscal year of which data was collected only. The fiscal year starts on October 1 and ends on September 30.

The following are procedures and requirements in support of the TAMC.

1. Training Activities:

- a) Attendance at TAMC sponsored training seminar(s) is a reimbursable expense for MPO/RPO and PA 51 agencies including:
 - Pavement Surface Evaluation and Rating (PASER)
 - Inventory-based Rating System for unpaved roadways and Culvert Asset Management.
 - Investment Reporting Tool (IRT)
 - Asset Management Plan Development
 - TAMC Conferences

2. Inventory and Condition Data Collection Participation and Coordination

a) Federal Aid (FA) System:

- i. FA data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
- ii. Organize schedules with PA 51 agencies within MPO/RPO's boundary for participating in FA data collection efforts; ensure all participants of data collection have access to State of Michigan travel reimbursement rates.
- iii. Coordinate, participate and facilitate road surface data collection of the FA, per Act 51 agency, in accordance with the [TAMC Policy for the Collection of Roadway Condition Data](#).
- iv. The RPO/MPO will reimburse local agencies for FA data collection to PA 51 agencies.
- v. Collect unpaved roadway condition data on approximately half of any unpaved FA eligible roadways using the Inventory Based Rating (IBR) System developed by the Michigan Technological University's (MTU) Center for Technology and Training (CTT).
- vi. Consider FA and Non-federal Aid (NFA) data collection on approximately half of the road network together for efficiency in data collection. A best practice is to also collect data on both networks at the same time, reducing travel time and optimizing data collection.

b) Non-Federal Aid (NFA) System:

- i. NFA data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
 - ii. It is required that the RPO/MPO make a formal call for interest for NFA data collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to
-

assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO will notify the PA 51 agencies of funding available and allocate reimbursements for NFA data collection to PA 51 agencies according to the resources and funding available in the manner that best reflects the priorities of their area and supports the TAMC work.

- iii. Coordinate NFA data collection cycles with PA 51 agencies with an emphasis on the top 123 agencies.
- iv. Collect unpaved NFA roadway condition data using the Inventory Based Rating (IBR) System developed by the MTU CTT.
- v. Ensure all participants of data collection understand procedures for data sharing with TAMC as well as [TAMC Policy for the Collection of Roadway Condition Data](#).
- vi. Consider FA and NFA data collection on approximately half of the region road network together for efficiency in data collection. A best practice is to also collect data on both networks at the same time, reducing travel time and optimizing data collection.

c) Culvert Inventory and Condition Data Collection

- i. Culvert inventory and condition data collection is a reimbursable expense for MPO/RPO and PA 51 agencies.
- ii. It is required that the RPO/MPO make a formal call for interest for culvert inventory and data collection reimbursements to their respective PA 51 agencies annually, and that requests by PA 51 agencies are submitted to their respective RPO/MPO by October 1 each year to assist in the coordination of data collection priorities of the following data collection season. The RPO/MPO will notify the PA 51 agencies of funding available and allocate reimbursements for culvert inventory and data collection to PA 51 agencies according to the resources and funding available in the manner that best reflects the priorities of their area and supports the TAMC work.
- iii. Coordinate culvert inventory and condition data collection cycles with PA 51 agencies with an emphasis on the top 123 agencies.
- iv. Ensure all participants of data collection understand procedures for data sharing with TAMC as well as [TAMC Policy for Collection of Culvert Inventory and Data Condition](#).

3. Equipment

- a) Ensure rating teams have the necessary tools to complete the FA 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. For system requirements please visit [System Requirements | Roadsoft](#)
- b) Communicate any equipment needs and purchases with the MDOT Asset Management Section Manager; laptops are eligible for replacement on a three-year cycle only. Requests and invoices should include the year of the last purchase.
- c) Coordinate with your MDOT Transportation Service Center (TSC) Regional Pavement Engineer to secure an MDOT vehicle and/or request MDOT staff participation in the collection of FA road data.
- d) Ensure the vehicle includes reflective markings and flashing beacon. It is recommended that all rating crew members wear reflective safety vests.

4. 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 NFA Roads.
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- c) Monitor and report status of data collection efforts to TAMC Coordinator through coordinator calls and/or 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.

5. Technical Assistance

- a) Provide technical assistance to PA 51 agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.
- b) Provide assistance to PA 51 agencies in the development of their Asset Management Plans.
- c) Integrate PASER ratings and asset management into project prioritization criteria:
 - i. Analyze data and develop road preservation scenarios with an emphasis on a mix of fixes vs. worst first.

INVOICING

TAMC will require RPO/MPO to clarify and document invoices by each of the TAMC tasks listed below.

The MDOT invoice form includes directions on how to fill out the invoice and what specific information is required on the invoice for it to be processed. The outline below includes the general activities that fit within each work task. Invoices which are insufficient will be returned to the RPO/MPO for correction prior to payment authorization. Invoices shall be submitted by the end of the MDOT fiscal year.

1. **Training Activities:** Please identify the training session(s) attended during the reporting period. Include travel/wages to and from sessions.

2. **Data Collection**
 - a) **Data collected on FA Roads:** Attach daily work logs, include any applicable travel/wages, and include geographic area covered in the collection. Ensure data submitted to the TAMC.

 - b) **Data collected on NFA Roads:** Attach daily work logs, include total miles rated at applicable rate as well as geographic area covered in the collection. Ensure data submitted to the TAMC.

 - c) **Data Collection for Culverts:** Attach daily work logs, include total number of culverts inventoried and rated at applicable rate as well as geographic area covered in the collection. Ensure data submitted to the TAMC.

 - d) **Equipment & Vehicle Rental:** Provide a list of equipment purchased and date of last purchase. Provide date of MDOT vehicle(s) rented and the reason for the rental.

 - e) **Data Submission Activities:** Include a detailed summary of activities related to managing regional Roadsoft databases and the Laptop Data Collector program, QA/QC of data from collection efforts, and activities related to submitting data files to TAMC via the Investment Reporting Tool application. Ensure all data collected with or without for the TAMC is submitted to the TAMC in a timely manner.

 - f) **Technical Assistance:** Include a detailed summary of activities related to assistance provided to PA 51 agencies in using the TAMC reporting tools for planned and completed infrastructure investments or any other TAMC Work Program Activity.

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

Vacancy

Kalamazoo County:

Vince Carahaly, Chair

David Combs

Bronwyn Drost

John Gissler

St Joseph County:

Jeffery Coney

Vacancy

APPENDIX B: SOUTHCENTRAL MICHIGAN PLANNING COUNCIL STAFF AND CONTACT INFORMATION

Lee Adams

SMPC Director
adams@upjohn.org

Emily Petz

Petz@upjohn.org

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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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Megan Mickelson, AICP

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Fred Nagler

Associate Planner
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Elizabeth Rumick

Finance & Administrative Manager
Erumick@katsmpo.org

Ali Townsend

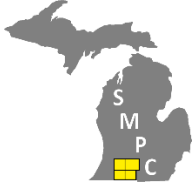
Associate Planner
atownsend@katsmpo.org

Website:

www.KATSmpo.org

Mailing Address and Phone Number:

Kalamazoo Area Transportation Study
5220 Lovers Lane, Suite 110
Portage, MI 49002
(269) 343-0766



Southcentral Michigan Planning Council

300 South Westnedge Avenue · Kalamazoo, Michigan 49007

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

2023 SMPC Annual Report

2023 was a busy year for the Southcentral Michigan Planning Council (SMPC). The team continued to provide land use, economic development, and other technical assistance to communities in the region and the region as a whole (Branch, Calhoun, Kalamazoo, and St. Joseph counties). 2023 allowed the SMPC Team to continue to work on and finish several projects; those projects are outlined below. Although SMPC's fiscal year coincides with the State's, ending September 30, this annual report covers the calendar year of 2023.

Brownfield Assessments and Environmental Planning

The SMPC team successfully applied for and received funding to assess potential brownfield sites. SMPC received a \$600,000 grant from the Environmental Protection Agency (EPA) to fund phase I, phase II, baseline environmental planning, and other environmental planning costs. The grant was received in 2022 and ends in 2024. At this point, the majority of the funding is expended. Any remaining funding will likely be allocated to projects that have already applied. SMPC Staff, especially Emily Petz, and the SMPC Brownfield Committee worked hard to find eligible projects that positively impacted local communities and the region. Assessing potentially environmentally contaminated sites is an important aspect of economic development and community development.

Projects funded under this grant were located in all four of the SMPC member counties, including our largest metro areas (Kalamazoo and Battle Creek), small towns, and rural areas. We provided funding for small-scale projects and multi-million dollar projects. Funded projects included residential, commercial, and industrial developments. The funding was spread well across the region and across a variety of projects. SMPC will contemplate applying for additional funding since this work was so successful.

Broadband Assistance

SMPC received a grant through the EDA to assist local communities with broadband plans. SMPC staff assisted various community groups with the broadband planning process in 2023. In fact, SMPC staff is partnering with Kalamazoo County to write a broadband plan for the County. The County allocated a portion of its American Rescue Plan Act funding to support the creation of the plan. The team developed a novel methodology for determining broadband access; the team created a web-scraping tool to enter addresses into the internet service provider's websites. The team used this data to help the planning process in Kalamazoo County. The work will conclude in 2024.

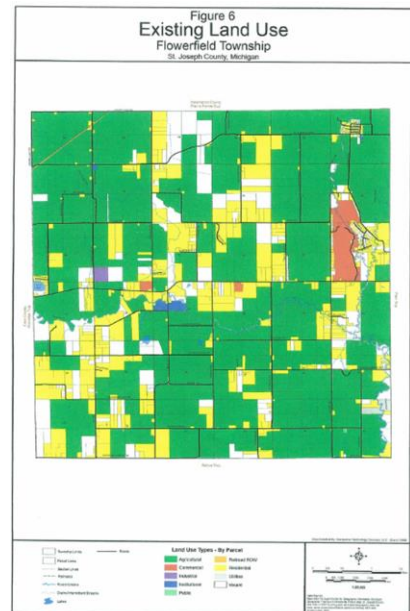
Housing Planning

Housing planning remains an important part of the SMPC portfolio of work. In 2020, SMPC staff built a housing toolkit ([plan4housing.org](https://research.upjohn.org/reports/282/)); the toolkit is available to any community use for planning purposes. In addition, staff uses the toolkit when creating housing plans. The SMPC Team created plans for Kalamazoo County, St. Joseph County, Oshtemo Township, and others outside the region. A copy of the Kalamazoo County Housing Plan is found here: <https://research.upjohn.org/reports/282/>.

SMPC staff will have the capacity to help create housing plans in 2024; if your community is interested in SMPC assistance in creating a housing plan, please contact Lee Adams or Emily Petz (contact information below).

Planning Assistance

SMPC assists communities needing to update or create land use or economic development plans. SMPC offers some services without cost to local governments, but large projects, such as master plans or economic development plans, require SMPC to recover its expenses through contracts. In 2023, SMPC completed plans for Flowerfield Township, Florence Township, and others. Staff also started projects for several other municipalities. If you need land use planning or economic development, contact Lee Adams for more information (contact information below).



Transportation Planning Assistance

SMPC provides transportation planning services to the region through the Kalamazoo Area Transportation Study (KATS).

The Michigan Department of Transportation contracts with SMPC to provide transportation planning services (asset management, rural transportation planning, and the Small Urban Program) on its behalf. SMPC has funds in fiscal year 2023 to assist local communities or counties with transportation planning. Contact Lee Adams (contact information below) or Fred Nagler (269-343-0766) of KATS if you have transportation planning needs.

Workshops

SMPC offers local governments and nonprofits the opportunity to learn about relevant topics through workshops. These workshops focus on topics that are of interest to local communities. In the past, SMPC hosted workshops on alternative energy's impact on land use, economic development, the Open Meetings Act and parliamentary procedure, and marijuana regulations. Please contact Lee Adams with any suggestions on 2024 workshop topics.

SMPC Staff

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