

Southcentral Michigan Planning Council

300 South Westnedge Avenue · Kalamazoo, Michigan 49007

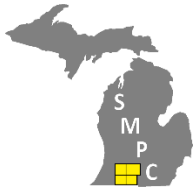
Phone: (269) 385-0409 · Fax: (269) 343-3308 · Email: info@smpcregion3.org

Board Meeting Agenda

MEETING DATE: Wednesday, April 26, 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 UPDATE [Action]
7. Update on EDA Relationship and Transition Work
 - a. Staff update and discussion
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. Monthly Correspondence
10. Representative Comments
11. Adjournment

Next Meeting: July 24, 2024



Southcentral Michigan Planning Council

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

Board Meeting Minutes

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
 - a. The meeting was called to order at 11:40am
2. Representative Attendance
 - a. Bomba
 - b. Carahaly
 - c. Combs
 - d. Coney
 - e. Drost
 - f. Gisler
 - g. Hazelbaker
3. Representatives Excused
 - a. Frisbie
4. Staff in Attendance
 - a. Adams
 - b. Nagler
 - c. Pittelko
5. Others in Attendance:
 - a. Rachel Grover, Kalamazoo County Director of Planning
6. Approval of the Agenda
 - a. Hazelbaker made a motion to approve the agenda.
 - b. Bomba seconded the motion.
 - c. **The motion was approved by unanimous consent.**
7. Approval of the Minutes
 - a. Coney made a motion to approve the minutes.
 - b. Gisler seconded the motion.
 - c. **The motion carried.**
8. Public Comment
 - a. Grover mentioned that Petz helped the County host a discussion around housing planning for smaller municipalities. Grover also wanted to discuss the upcoming materials management planning work in the region.
9. Transportation
 - a. KATS staff gave a verbal report on activities during the past quarter.
 - b. 2025 Transportation Work Program
 - i. Combs made a motion to approve FY 2025 Regional Transportation Work Program.
 - ii. Drost seconded the motion.
 - iii. **The motion carried.**
10. Update on EDA Relationship and Work

- a. Staff provided an update on the work between meetings. A brief discussion with the board ensued. Staff will bring more concrete information regarding the fiscal consequences of moving towards independence.

11. EPA Regional Brownfield Grant

- a. Petz provided an update on the work. The grant funds are almost fully expended. The board discussed potentially applying for funds again. Staff will look into that possibility.

12. Staff Report/Other

- a. Update on Planning Work
 - i. St. Joseph County Joint Plan
 - 1) Staff noted that the work is continuing and expected to wrap up towards the end of the year.
 - ii. Constantine TIF
 - 1) Work continues on this project as well. The committee meets infrequently so the work is moving forward at a slow pace.
- b. Materials Management
 - i. Grover started a discussion about the changes to state legislation and the changes from Solid Waste to Materials Management. Grover also gave an update on Kalamazoo County's plan. Bomba gave an update on the work happening in Calhoun County. Adams gave an update on the potential joint plan with Branch and St. Joseph County.
- c. Annual Report
 - i. The board reviewed the annual report and provided feedback. Staff will incorporate the board's suggestions and distribute the report to municipalities in the region.

13. Representative Comments

- a. Bomba – Calhoun County Parks Millage ballot language was approved. The county-wide transit ballot language was also approved.
- b. Gisler – Kalamazoo County Senior Millage is up for renewal. The County Justice Center will be dedicated on September 7. The CTE Center will open in the fall of 2025.
- c. Hazelbaker – a battery storage company is interested in locating near Coldwater.
- d. Drost – There is a good deal of interest in a wastewater treatment facility in Park Township.
- e. Coney – also has interest from a battery storage company in Storage. Sturgis also has a ballot proposal for urban chickens. Lots of construction is happening in downtown Sturgis. Mostly road and housing construction and housing.
- f. Combs – Kalamazoo Township has found zoning ordinance issues with higher and neighboring authorities. They are going to dig into it.

14. Adjournment

- a. The meeting was adjourned at 12:51 pm.

FY 2025 Regional Transportation Planning Work Program

Region 3

Southcentral Michigan Planning Council



Approved: April 24, 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	SPR Grant	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	\$12,072	\$7,528	\$4,058	\$0		\$23,658			328	\$23,658
3110	Public Involvement and Consultation Process for Non-Metropolitan Areas	\$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		\$46,714	\$29,130	\$15,706	\$16,000	\$26,000	\$26,287	\$263	\$55,000	1352	\$107,550

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

SMPD Director
adams@upjohn.org

Emily Petz

Petz@upjohn.org

Patrick Hudson

Hudson@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

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

FY 2025 Concept Budget

	33050 <i>General Budget</i>	33052 <i>Plan Serv Budget</i>	33053 <i>Transport Budget</i>	EDA <i>PP/CEDS Budget</i>	MDNR <i>SPARK Budget</i>	<i>Transition Budget</i>	Total <i>SMPC Budget</i>
Revenue							
State Grants/Contracts			102,900				102,900
EDA Grants				50,000			50,000
SPARK Grant					20,300		20,300
Master Planning Work		20,000					20,000
Upjohn Institute Contract		15,000					15,000
Dues	16,500						16,500
Reserve Fund Transfer						8,500	8,500
Total Billings	16,500	35,000	102,900	50,000	20,300	8,500	233,200

Expenses							
<i>Wages & Fringe</i>	18,000	27,000	5,000	35,000	20,000		105,000
Training	1,000	1,000					2,000
MI Assoc of Region Dues	1,000						1,000
SMPC Liability Insurance	4,000						4,000
Consulting - KATS			97,700				97,700
Consulting - Other		1,500					1,500
Technology Purchases	3,000						3,000
Software - License/Supplies	1,000						1,000
HR Management and Payroll	1,000					2,000	3,000
Accounting Services	7,500					1,500	9,000
Legal Services	1,000					5,000	6,000
Web Site Hosting	2,000						2,000
Office Space							-
Travel/Meetings	2,500	500	200	500	300		4,000
<i>Other Expense</i>	24,000	3,000	97,900	500	300	8,500	134,200
Total Expense	42,000	30,000	102,900	35,500	20,300	8,500	239,200
Expense	42,000	30,000	102,900	35,500	20,300	8,500	239,200
Revenue	16,500	35,000	102,900	50,000	20,300	8,500	233,200
Net Income (Expense)	\$ (25,500)	\$ 5,000	\$ -	\$ 14,500	\$ -	\$ -	\$ (6,000)

*Accounting estimates are based on rough quotes

**HR management and payroll processing estimate is based on actual quotes

***Salary estimate is based on current job posting for related positions

Manager of Economic Programing for Tri-County Regional Planning Commission pays \$90k + benefits

Director of Community Development for Comstock Township pays \$85-90k + benefits



Presented To:

South Central Planning Commission

HR Solutions Should Be Simple.
Keep it BASIC.

basiconline.com





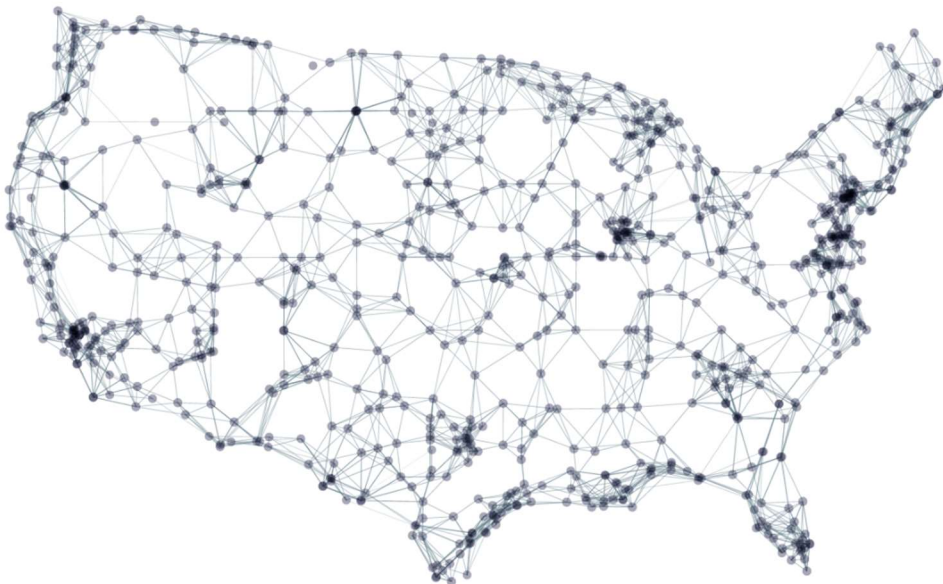
HR solutions should be simple. **Keep it BASIC.**

Company Summary

About Our Company

Established in 1989, BASIC has grown into one of the largest TPAs in the nation, servicing over 20,000 employers nationwide. BASIC provides an HR ecosystem to employers and health insurance agents/brokers. Paired with our experienced staff, BASIC's proprietary software and solutions allow employers to control costs, manage risks, and maintain flexibility. **HR solutions should be simple. Keep it BASIC.**

Serving Clients Coast to Coast for over 30 Years



Commitment to Service

BASIC's commitment to service is in the numbers. We manage our processes and quality by measuring the key metrics of our operations. With below average industry hold times, an FSA and HRA claim accuracy rate of 99.95%, and an average claim processing time of 1 day; we understand that consistency is the key to success. Our integrated HR solutions paired with our commitment to service can provide full circle support for your business.

Certified Experts

Our industry certified account managers take the time to thoroughly understand your unique business environment. As Federal and State laws continue to evolve, it's reassuring to know an expert is simply a phone call away.



HR solutions should be simple. **Keep it BASIC.**

Why BASIC

Our Services

Our suite of HR Benefit, Payroll, Leave Management, and Compliance solutions are offered independently or as part of a platform of services. Our custom built FMLA, ACA, and Payroll Software were designed with our clients' needs in mind.

Guaranteed Compliance

BASIC is focused and dedicated to ensuring compliance for all our services, including staying up to date with changes in regulations, making necessary process and system improvements, and communicating changes to clients. BASIC utilizes experienced attorneys for the unique areas of service we provide, including an in-house attorney, two ERISA attorneys on retainer, and many other distinguished legal experts.



Awards and Honors

BASIC is committed to providing best-in-class service to our referral partners, clients we serve, and their employees.

- Awarded the Inc. 5000 Fast Growing Private Companies award four consecutive years
- Awarded the Service Award by the Independent Payroll Providers Association



HR solutions should be simple. **Keep it BASIC.**

Testimonials

Payroll - COBRA

"We have been with BASIC since 2007. They handle everything for us from Payroll and Unemployment to Year-end Taxes and COBRA administration. The staff is extremely professional and efficient. We are delighted with the service we receive and would highly recommend them to others."

- - Troy Tube

Payroll - COBRA

"Our experience with BASIC to date has been exceptional. Their staff has provided us with great customer service and is always there to answer any questions we may have. Their payroll software provides us with all of the essentials in regards to reporting, direct deposits and any payroll deductions or calculations we need. Our previous payroll service gave us the feeling that we were just another number in the system after the initial setup. BASIC adds a personal touch to all their services, allowing problems to get resolved quickly and accurately."

- - Lounsbury Excavating

Payroll

"Just wanted to reach out to BASIC and let you know how happy we are with your company. We have been through a couple of considerably frustrating and time consuming payroll transitions over the course of the last 4 years. Once those transitions were in place we were even more unhappy with the service. We were seeking a mid-size, very service oriented payroll company that we could get "personal" service from and we have found that in BASIC. Many of the firms advertise a "dedicated payroll rep" but you guys have done a remarkable job of following through with that. I have to tell you that from the very beginning we have had a dedicated person that we could reach out to and get prompt response times that allowed us to do our work and not be delayed. From the initial sales contact, through the transition process and then on into the actual payroll phase, we have always had a great rep who seems to care about how happy we are with your firm. They have clearly been trained well and are always pleasant and eager to help us. So that being said, I hope that you wouldn't hesitate to use us as a reference if anyone wants to check you out. We have experienced nothing but positives and in the rare event that we have had any sort of concern, it has always been dealt with clearly and promptly."

- - Overhead Door Company

Payroll

"Even though we are a small business, we acknowledge there is responsibility and liability that comes along with having even just one employee. With that said, we made the decision to partner with BASIC. I am very pleased with the relationship we have with BASIC. Everyone that I have had contact with has been friendly, knowledgeable, and very efficient. I have confidence in my payroll getting processed, employee matters being handled timely, and compliance being up to date and accurate. When I contact them, I feel like they care. That is important to us, and equally important to them. BASIC is top notch, with very competitive rates and a wonderful staff to work with."

- - Reading Success Plus



Proposed Service

Payroll Plus

Decrease Drain on Resources

Payroll is more than just a check. It is extremely time sensitive and affects multiple aspects of Human Resources. No matter the size of your organization, you can benefit from what our Payroll Plus web-based payroll has to offer.

- Our Payroll Plus offering assumes all tax deposits and filings liability
 - State and Federal Tax Deposits
 - Quarterly and annual filings to Federal and State agencies
- Unlimited earnings and deductions
 - Pre-tax voluntary benefits
 - 401k
 - Garnishments
- Vacation, sick and PTO accruals and tracking
- Customizable input screens and quick entry payroll screen
- Automated time clock imports
- 400+ reports
- The Ad Hoc reporting tool gives easy access to tables and fields from three of the most commonly used areas for more customized reports



Pay for Only What You Need

Some vendors load you up with tons of unnecessary features raising your base charge along the way. With Payroll Plus, we provide you with everything you need and access to special features for a minimal cost.

- General ledger download
- Evolution HR – includes tracking and reporting of vital information
- Employee Self-Service – employees can access personal data, pay information, W2s, and time-off accrual information
- Report Writer
 - Access to all tables and fields
 - Allows reports to be created in fixed or ASCII file format



Value Add

- Personalized payroll guidance
 - The feel of a small local business with the expertise of a large publicly traded payroll company
 - No anonymous call centers
- 256-bit bank level encryption
- Full auditing of all database changes
- Multiple user access with role-based security to protect various levels of data





Financial Analysis South Central Planning Commission

June 25th, 2024

Number of Employees: 1

Payroll Frequency: Bi-Weekly

Service	Set Up Fee	Cost Per Pay Period
Payroll Plus Administration <ul style="list-style-type: none"> • Web-Based Payroll Processing • Electronic Tax Filing and Reporting • 150+ Web Based Standard Reports • Shipping & Handling (Standard Rate) • PTO Accrual Tracking • New Hire Reporting • Pay Cards • Unlimited Direct Deposit • Employee Self-Service Web Access 	\$50.00	\$27.00
Total Estimated Cost	\$50.00	\$27.00
Additional Employees/Garnishments	\$2.00 Per Additional Employee/Garnishment	
Year-End W-2/1099	\$50.00 Base Fee - \$6.00 Per W-2 / 1099	
This quote is subject to change 60 days after date proposed.		

**See detailed proposal page(s) for guidelines, exclusions, and requirements*

***This proposal and pricing are based on specifications given to BASIC. If the specifications are not accurate or change, pricing may be affected. This proposal is current for 60 days.*

**** Billing cycles vary from monthly, quarterly, or annually depending on the level of service charges.*

This proposal contains confidential and privileged information and may not be used or shared with any other person or organization without authorization.



HR solutions should be simple. **Keep it BASIC.**

Presented by:



Chris Eckert
Regional VP of Sales

269-254-6228

CEckert@basiconline.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.

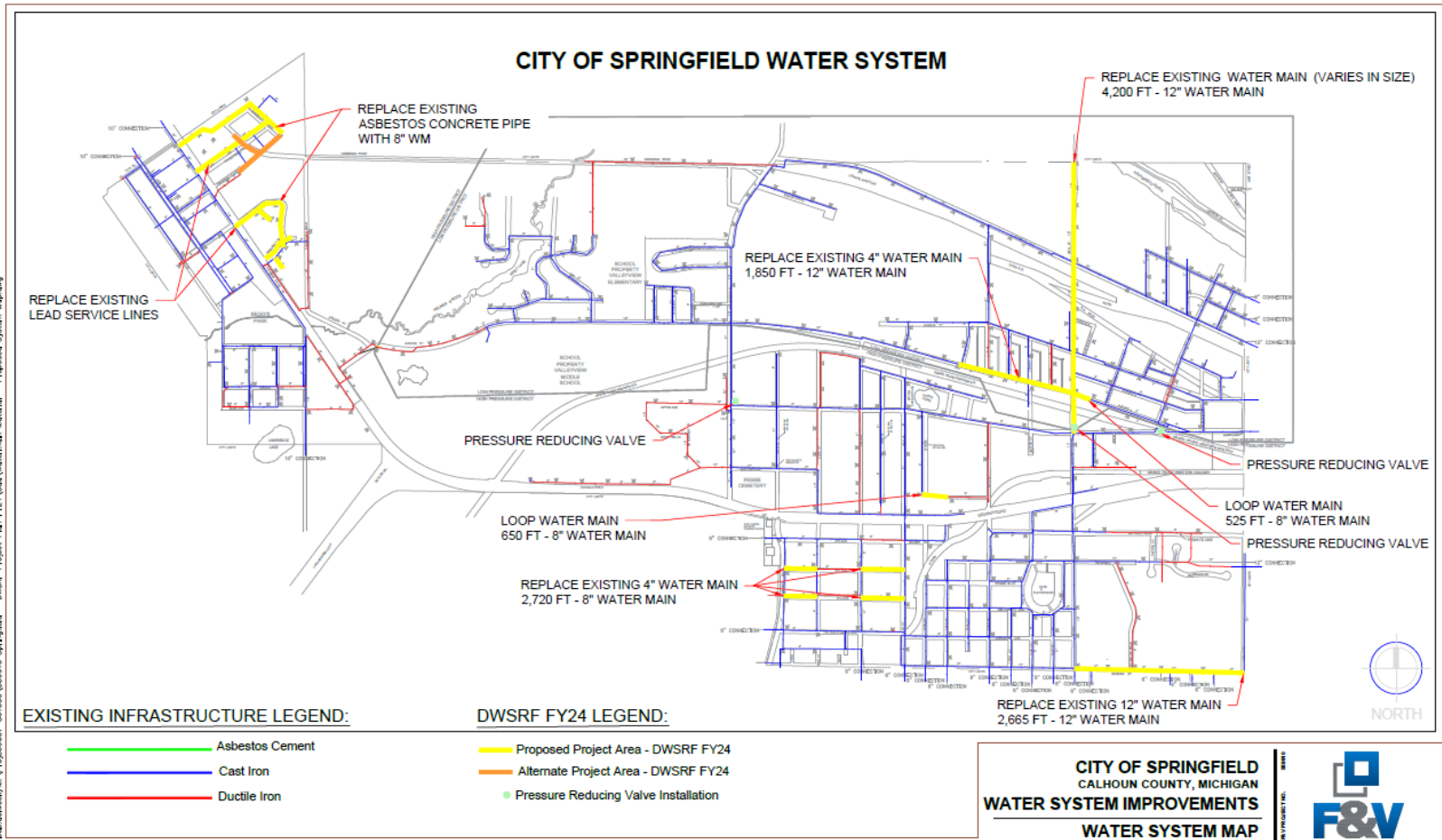
RATIONALE FOR CATEGORICAL EXCLUSION

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





GRETCHEN WHITMER
GOVERNOR

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



PHILLIP D. ROOS
DIRECTOR

April 25, 2024

TO: All Interested Citizens, Organizations, and Government Agencies

SUBJECT: FINDING OF NO SIGNIFICANT IMPACT
City of Albion, Calhoun County
Drinking Water System Improvements Project
Drinking Water State Revolving Fund Project Number 7776-01

The purpose of this notice is to seek public input and comment on a preliminary decision by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) that an Environmental Impact Statement (EIS) is not required to implement recommendations discussed in the attached Environmental Assessment of a water supply project planning document submitted by the applicant mentioned above.

HOW WERE ENVIRONMENTAL ISSUES CONSIDERED?

Part 54, Safe Drinking Water Assistance, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, being Sections 324.5401 to 324.5418 of the Michigan Compiled Laws Annotated, requires EGLE to evaluate all environmental implications of a proposed water supply project. EGLE has done this by incorporating a detailed analysis of the environmental impact of the proposed alternatives in its review and approval process. A project planning document was prepared by the applicant and reviewed by the State. EGLE has prepared the attached Environmental Assessment and found that the proposed project does not require the preparation of an EIS.

WHY IS AN EIS NOT REQUIRED?

Our environmental review concluded that no significant environmental impacts would result from the proposed action. Any adverse impacts have either been eliminated by changes in the project planning document or will be reduced by the implementation of the mitigative measures discussed in the attached Environmental Assessment.

HOW DO I GET MORE INFORMATION?

A map depicting the location of the proposed project is attached. This information is also available on our website at Michigan.gov/DWSRF under "Additional Links." The Environmental Assessment presents additional information on the project, alternatives that were considered, impacts of the proposed action, and the basis for our decision. Further information can be obtained by calling or writing one of the contact people listed below.

HOW DO I SUBMIT COMMENTS?

Any comments supporting or disagreeing with this preliminary decision should be submitted to me at EGLE, P.O. Box 30457, Lansing, Michigan 48909-4957. We will not take any action on this project planning document for 30 calendar days from the date of this notice in order to receive and consider any comments.

WHAT HAPPENS NEXT?

In the absence of substantive comments during this period, our preliminary decision will become final. The applicant will then be eligible to receive loan assistance from this Agency to construct the proposed project.

Any information you feel should be considered by EGLE should be brought to our attention. If you have any questions, please contact Lance Wood, the project manager, at 517-388-5780; WoodL8@Michigan.gov; or you may contact me. Your interest in this process and the environment is 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 Albion, Calhoun County
Environmental Assessment
April 2024

PROJECT IDENTIFICATION

Applicant: City of Albion

Address: 112 West Cass Street
Albion, Michigan 49224

Authorized Representative: Haley Snyder, City Manager

Project Number: 7776-01

PROJECT OVERVIEW

The city of Albion (Albion) is applying for a low-interest DWSRF loan administered by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) to finance water main replacement, lead service line replacement (LSLR), a new elevated storage tank, and water treatment plant (WTP) improvements. Albion is in eastern Calhoun County in southern Michigan. As of the 2020 United States Census, Albion's population was 8,380, down 2.7 percent from 2010. It is estimated that Albion's population will remain steady with a slight decrease in population expected by 2040.

The total project is estimated to cost \$19,200,000. Albion qualifies under state guidelines as a financially overburdened community and is eligible to receive an American Rescue Plan (ARP) grant not to exceed \$7,131,512 and a Drinking Water Infrastructure (DWI) grant not to exceed \$1,854,728. The DWSRF is able to offer Albion a \$3,272,759 DWSRF loan with \$613,761 of the loan being awarded loan principal forgiveness. The DWSRF loan and principal forgiveness funds are in part made available by the Bipartisan Infrastructure Law (BIL) for LSLR. The remaining project costs will be financed by a loan through the United States Department of Agriculture Rural Development (USDA-RD).

As a result of the project, the average residential customer could see a user rate increase up to \$10.78 per month. This amount will likely be reduced as Albion is receiving grant funds and principal loan forgiveness as part of the project. The final user rates will be determined based on the awarded loan amounts from the DWSRF and USDA-RD.

PROJECT BACKGROUND

Albion owns and operates the water treatment, storage, and distribution system that serves Albion and portions of Sheridan Township and Albion Township. The system is comprised of two active well fields, a WTP, 0.5-million-gallon elevated storage tank, and approximately 70 miles of water main. The WTP was built in 2001 and consists of two aeration filtration systems, chemical feed systems, high service pumps, and standby power. Treated water is sent to storage and the distribution system. The existing elevated storage tank was built in 1961 and has been rehabilitated to maintain its condition. The elevated storage tank helps to maintain the pressure in the system.

The distribution system is comprised of water mains ranging from 2-inches to 24-inches in diameter. It is estimated that around 75 percent of the water mains are original cast iron pipe that is over 60 years old. As the systems ages, there have been more water main breaks experienced due to the age of the system. Albion received a Drinking Water Asset Management (DWAM) grant in 2023 from EGLE for asset management updates and completing the distribution system materials inventory. Based on the service line verifications completed as part of the DWAM project, approximately 12 percent of the service lines were found to be a lead service line (LSL). It is estimated that Albion has approximately 345 LSLs throughout the distribution system.

PROPOSED PROJECT

A. Project Need

In 2018 Michigan's Lead and Copper Rule (LCR) was revised, requiring all LSLs, and galvanized steel water lines that are either currently or were historically connected to lead, be replaced within 20 years. This project plans to address all the LSLs identified within the system. Any LSL encountered will be replaced to comply with the LCR. The water main planned for replacement as part of this project is both nearing the end of its useful life and undersized based on current standards. As these mains have aged, they have experienced higher frequencies of breaks which can lead to contamination of drinking water. Replacement of water mains will also help reduce bottlenecks currently found in the system that can impact system performance.

The WTP is over 20 years old and many of the parts within the plant have reached the end of their useful life and should be replaced. Upgrades to the WTP are necessary to ensure the ability to provide safe drinking water. The WTP and wellhouse roofs are original and in poor condition with leaks. The roofs and ceilings along with building exterior upgrades are necessary to protect the WTP equipment and processes. Additionally, Albion lacks climate-controlled labs and space to conduct water quality testing in-house. The existing laboratory space will be reconfigured to include additional cabinets, countertops, and sinks along with making the space climate controlled. Various modifications within the WTP are necessary to prevent corrosion of the treatment system components and maximize useful lifespans.

Albion's existing elevated storage tank does not provide the water system with the necessary capacity required. EGLE requires that water supplies have water storage capacity equal to a single day's demand. Albion's current average daily flow is around 1.4 million gallons per day (MGD), which is much more than the 0.5-million-gallon tank can support. Albion's water reliability study identified that the city should plan to construct an additional 1.0-million-gallon water storage tank. The additional tank is necessary to supply adequate drinking water and ensure system compliance. With the additional tank, Albion will have 1.5 MGD of water storage which satisfies the 1.4 MGD needs.

B. Alternatives Considered

No-action Alternative

The no-action alternative is not feasible for the LSLR and water main projects as LSLs must be replaced to comply with Michigan's LCR and water mains are at risk for more breaks, water loss, and water quality concerns. The no-action alternative is not feasible for the elevated storage tank as Albion would continue to lack adequate storage capacity and potentially not be able to meet daily demands. No-action at the WTP would mean

that none of the necessary upgrades would be completed. The existing components would continue to age and experience failures that could impact water treatment. Therefore, the no-action is not considered further for any project.

Regional Alternative

The regional alternative is not feasible for the LSLR and water main projects as connections with additional systems does not address the required upgrades to the distribution system. Connection with a regional system does not eliminate the need to replace LSLs and water main. Albion is already the largest system in the area and serves two neighboring townships therefore connection with a regional system is not feasible. Since there is not a nearby system that can provide the necessary capacity for Albion, this alternative is not considered further for the project.

Optimization of Existing System

This alternative is not acceptable for the LSLR project as existing LSLs are no longer acceptable and must be replaced. The existing water mains are not suitable for optimization as they are past their useful life and undersized. These components cannot be further optimized and require replacement for continued operation. The existing elevated storage tank is in good condition and cannot be further optimized to address the storage capacity shortfall in the system. At the WTP, much of the needs cannot be addressed through optimization. The existing treatment processes function well, but equipment replacements are necessary to ensure continued functionality. Within the WTP laboratory, the space can be optimized to allow for better functionality of the lab and allow for in-house analysis of water samples. This alternative will be further analyzed only for portions of the WTP.

Construction Alternative

This alternative consists of the replacement of all LSLs including galvanized lines previously connected to lead. In certain areas, water main will be replaced, and LSLs will be replaced in conjunction with the water main. Any LSLs that are discovered as part of the DWAM grant investigation will be replaced as part of the DWSRF project. Within the distribution system, various aged and undersized water mains require replacement to provide reliability and improve the hydraulics of the system. For these water mains, replacement with appropriately sized water main is the only feasible alternative.

At the WTP, all the components at the end of their useful life would be replaced. This includes various pumps, valves, equipment, and structures at the WTP. Components such as the roof and ceiling cannot be optimized and require replacement to ensure safety and protection of the WTP components. Many of these items within the WTP are at the end of their useful life and require replacement to ensure continued operation. This alternative would involve the construction of a new 1-million-gallon elevated storage tank. The construction alternative for the elevated storage tank is the only feasible alternative that would increase the system storage capacity to meet EGLE requirements. The new elevated storage tank will provide increased storage capacity and backup for the system.

C. Selected Alternative

The selected alternative consisted of components from both the optimization and construction alternatives. Within the WTP, it was determined that optimization of the existing lab space was the best alternative. This alternative involves reconfiguration of the existing lab space to add a vestibule and make the space climate controlled.

Additionally, new cabinetry and sinks will be added to increase the capacity to do in-house sampling and testing. Other components within the WTP are nearing the end of their useful life and cannot be further optimized; therefore, the construction replacement alternative was selected for these items.

Improvements at the WTP include replacement of the high service pumps, valves, chemical feed equipment and pumps, permanganate mix tank, and the filter media. The existing aeration system will be modified to only utilize chemical oxidation. This includes modifications to the existing tanks by removing equipment and the tanks will be repaired and recoated. A new dehumidification system will be installed at the WTP to address corrosion of interior components such as piping to extend the lifespan of the WTP. The existing WTP roof, ceiling, and light fixtures will all be replaced to restore the condition of the roof. To address security concerns, the security of the WTP will be upgraded to include components such as keyless access for staff. Additionally, the existing well houses will have their interior and exterior surfaces including the walls and roofs rehabilitated and new chemical feed pumps installed.

The water main replacement project will take place in various locations throughout Albion. Approximately 19,800 linear feet of water main will be replaced utilizing open cut, directional drilling, or bore and jack installation methods. The new water main will be sized based on current standards and include new fire hydrants. Additionally, all services connected to the water mains will be replaced from the main to the curb stop. Any identified LSLs will be fully replaced from the water main to the water meter or 18 inches within the house or structure. Water main replacements are planned to take place on the following streets as seen on Figure 1. This includes North Eaton Street, Austin Avenue, West Broadwell, Michigan Avenue, Burr Oak Street, Cass Street, Ann Street, Ash Street, Ionia Street, South Eaton Street, Berrien Street, and West Broadwell. Any LSLs that are identified throughout the entire city will be replaced either in conjunction with water main replacement or on their own.

A new 1-million-gallon elevated storage tank will be built on the northeast portion of the study area, as seen in Figure 1. This location was selected as it is at a higher elevation and can provide the necessary pressures with a shorter tower. The area selected for the new tank is accessible through an existing utility easement. The parcel of land necessary for the tank needs to be obtained. The Albion City Council has approved the purchase and should be closing within 30-60 days. The new tank will provide the necessary capacity for the system to meet the daily demand required. Associated watermain extensions necessary to connect the tank will be constructed in the existing utility easement.

D. Project Cost and Implementation

The total project is estimated to cost \$19,200,000. Albion will finance the project with a \$3,272,759 DWSRF loan with \$613,761 of the loan being awarded loan principal forgiveness. The DWSRF loan and principal forgiveness funds are in part made available by BIL for LSLR. In addition, Albion will receive a \$7,131,512 DWSRF ARP grant and a \$1,854,728 DWI grant as Albion qualifies as a financially overburdened community based on state criteria. The remaining project costs will be financed by a loan through USDA-RD.

Additionally, roadway costs outside of the DWSRF eligible scope will be financed by a loan from the Michigan Transportation Fund (MTF). The MTF loan will be used to finance the full-width repaving of streets where water main and LSLR are taking place.

As a result of the DWSRF project, the average residential customer could see a user rate increase up to \$10.78 per month. This amount will likely be reduced as Albion is receiving grant funds and principal loan forgiveness as part of the project. The final user rates will be determined by a financial advisor based on the awarded loan amounts.

Construction is planned to begin in the fall of 2024 and conclude in summer 2026.

PROJECT IMPACTS

A. Water Quality Impacts

Land and water interface issues, including work in wetlands and floodplains, were reviewed. Construction is not expected to take place within any designated wetlands or floodplains. The Kalamazoo River is within the study area, but no adverse impacts are expected to surface water. During construction proper soil erosion and sedimentation control measures will be followed. This project will improve the existing water supply system to continue to provide safe drinking water. Removal of LSLs ensures drinking water will be safe for residents.

B. Construction Impacts

Much of the construction impacts are expected to be short-term limited impacts. These construction impacts include noise and exhaust from construction equipment, dust, soil erosion, and traffic disruption. These impacts will be mitigated by working within approved work hours, mufflers on equipment, traffic controls, and wetting of disturbed soils to reduce dust production. Standard construction best management practices will be followed to ensure no short-term or long-term impacts result from construction. If dewatering is necessary, the water will be discharged overland or to the storm sewer to mitigate any impacts. All disturbed areas will be restored to pre-project conditions.

There are no anticipated impacts to cultural or historic resources. The State Historic Preservation Office (SHPO) was contacted to complete the Section 106 review for the project. SHPO determined that there are no adverse effects anticipated to archaeological or historic resources as a result of the project. All federally listed tribes with a history of land use in the area were contacted to provide comments regarding any potential impacts. To date, there were no impacts to tribal resources identified.

The location of the new elevated storage tank and associated water main is located on prime farmland. Consultation was made with the United States Department of Agriculture Natural Resources Conservation Service (NRCS) to determine potential impacts. Since the water main and sanitary sewer lines needed for the storage tank will be located within an existing utility easement this land is considered already committed to urban use and previously converted. Since the anticipated parcel necessary for the storage tank is less than one-acre, further analysis and reporting under the Farmland Protection Policy Act is not required. The amount of prime farmland that will be permanently converted by the project is around half an acre. NRCS recommends mitigating and avoiding the conversion of prime farmland through the consideration of different alternatives. For the water storage tank site, an alternative site was examined, and it was determined that the selected site just north of existing converted property is the best location to minimize farmland impacts.

C. Threatened and Endangered Species Impacts

The water main, LSLR, and WTP projects will take place within existing structures and rights-of-way and therefore are not expected to negatively impact sensitive natural

features, wildlife, or ecosystems. The new elevated storage tank and accompanying watermain are in agricultural areas where tree removals may be necessary. Any tree removals or trimming that are necessary will be limited to October through March to protect roosting bat species habitat. Long-term negative impacts to threatened and endangered species are not anticipated as a result of this project.

As part of the review process, consultation with the Michigan Natural Features Inventory (MNFI) was completed to conduct a rare species review. MNFI determined that there were several at-risk species documented within 0.5 miles of the project location and the possibility for adverse impacts. The following state listed threatened or endangered species were identified: Slippershell mussel, Henslow's sparrow, and Eastern massasauga rattlesnake (EMR). There were no species concerns as records were historic or removed from the proposed project areas. Since there is no stream work proposed within the Kalamazoo River and proper soil erosion and sedimentation controls will be followed, impacts on state threatened or special concern mussel species are not anticipated.

The Section 7 review through the United States Fish and Wildlife Service (USFWS) was completed to determine if any impacts to protected species were likely. The review determined that there is no effect or not likely to adversely affect all but one of the federally identified species. USFWS noted that the project may affect the EMR. Albion coordinated with the Michigan Ecological Services Field Office to evaluate impacts to the EMR. Upon desktop review by USFWS staff, there appears to be no work occurring in suitable habitat for the EMR; therefore, a no effect determination can be made. To mitigate impacts to the Northern long-eared bat and Indiana bat, tree trimming, or removal will be conducted from October 1 through April 14. Additionally, any lighting installed or replaced during the project must be downward-facing and full cut-off lens lights to avoid impacts to protected bat species.

PUBLIC PARTICIPATION

A formal public meeting for the proposed project was held at 7:00 pm on May 15, 2023, at Albion City Hall as part of the regular City Council meeting. Notice was posted on the Albion website and in *The Recorder* on May 4, 2023, and the project planning document was made available for viewing at City Hall. A presentation was given on the proposed project. During the meeting, questions were asked by the public and council members regarding the project need and funding. All questions were answered during the meeting. A resolution to adopt the project planning document was adopted by the Albion City Council on May 15, 2023, after the conclusion of the public meeting.

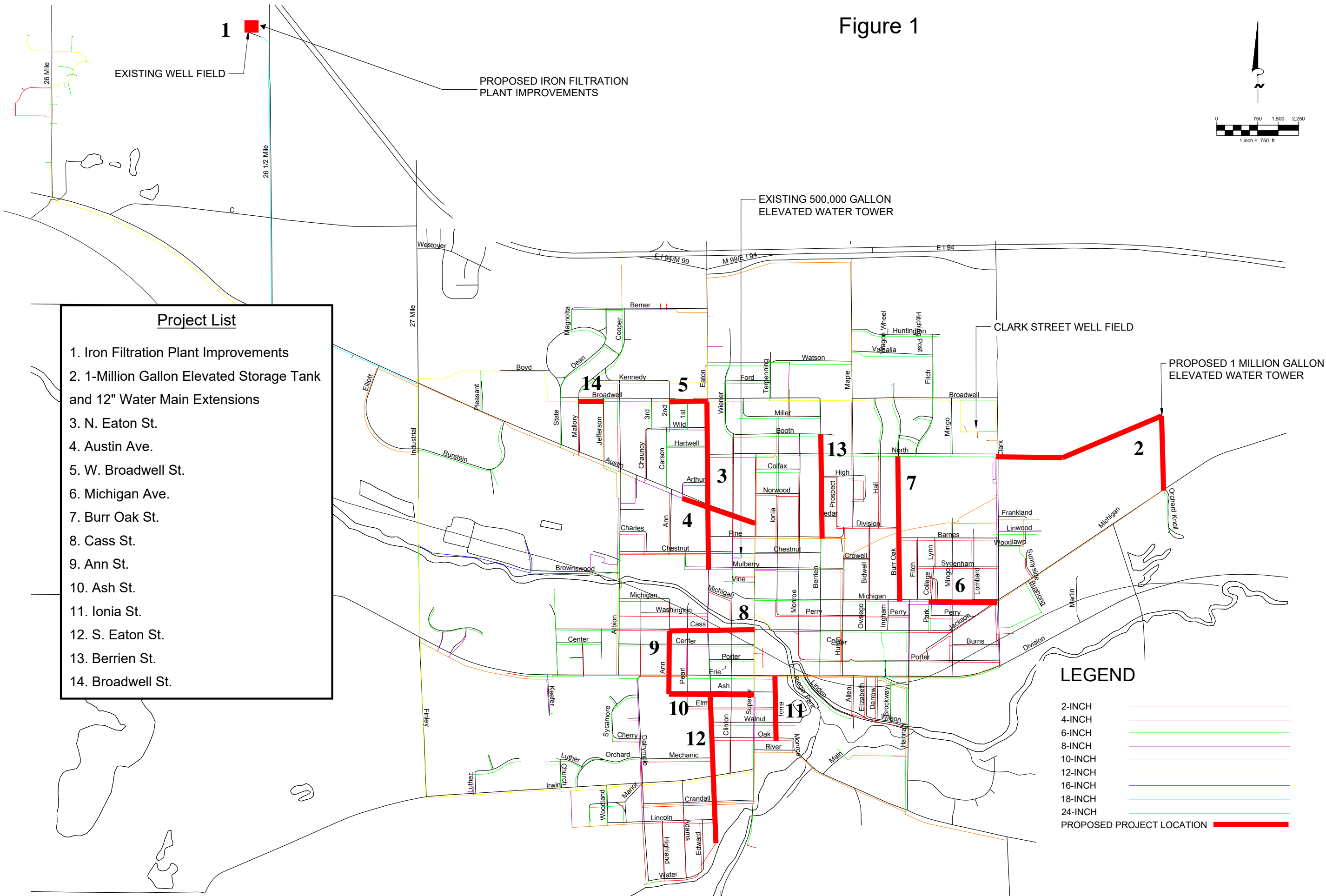
REASONS FOR CONCLUDING NO SIGNIFICANT IMPACTS

The proposed project will address aging water infrastructure and remove many LSLs within the system. The project will have no significant adverse direct, indirect, or cumulative impacts on socioeconomic, cultural, or environmental factors. Any impacts will be mitigated to the fullest extent possible and comply with all state and federal regulations. The water quality and public health benefits anticipated from the project are expected to outweigh the short-term adverse impacts.

Questions regarding this Environmental Assessment 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



Project List

1. Iron Filtration Plant Improvements
2. 1-Million Gallon Elevated Storage Tank and 12" Water Main Extensions
3. N. Eaton St.
4. Austin Ave.
5. W. Broadwell St.
6. Michigan Ave.
7. Burr Oak St.
8. Cass St.
9. Ann St.
10. Ash St.
11. Ionia St.
12. S. Eaton St.
13. Berrien St.
14. Broadwell St.

LEGEND

- 2-INCH
- 4-INCH
- 6-INCH
- 8-INCH
- 10-INCH
- 12-INCH
- 16-INCH
- 18-INCH
- 24-INCH
- PROPOSED PROJECT LOCATION

WIGHTMAN

BENTON HARBOR
269.927.0100

KALAMAZOO
269.327.3532

ALLEGAN
269.673.8465

ROYAL OAK
248.791.1371

www.gowightman.com

PROJECT NAME:
WATER MAIN REPLACEMENT PROJECT
PROPOSED LOCATIONS MAP

CITY OF ALBION
112 W. CASS STREET
ALBION, MI 49224

REVISIONS

THE REPRODUCTION, COPYING OR OTHER USE OF THIS DRAWING WITHOUT WRITTEN CONSENT IS PROHIBITED.
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DATE: OCTOBER 2020
SCALE: 1" = 750'

PROJECT LOCATION MAP

JOB No. 162162
ALBION



GRETCHEN WHITMER
GOVERNOR

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



PHILLIP D. ROOS
DIRECTOR

April 29, 2024

TO: All Interested Citizens, Organizations, and Government Agencies

SUBJECT: FINDING OF NO SIGNIFICANT IMPACT
City of Kalamazoo
Water Main Lining and Lead Service Line Replacement
Drinking Water State Revolving Fund Project Number 7810-01

The purpose of this notice is to seek public input and comment on a preliminary decision by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) that an Environmental Impact Statement (EIS) is not required to implement recommendations discussed in the attached Environmental Assessment of a water supply project planning document submitted by the applicant mentioned above.

HOW WERE ENVIRONMENTAL ISSUES CONSIDERED?

Part 54, Safe Drinking Water Assistance, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended, being Sections 324.5401 to 324.5418 of the Michigan Compiled Laws Annotated, requires EGLE to evaluate all environmental implications of a proposed water supply project. EGLE has done this by incorporating a detailed analysis of the environmental impact of the proposed alternatives in its review and approval process. A project planning document was prepared by the applicant and reviewed by the State. EGLE has prepared the attached Environmental Assessment and found that the proposed project does not require the preparation of an EIS.

WHY IS AN EIS NOT REQUIRED?

Our environmental review concluded that no significant environmental impacts would result from the proposed action. Any adverse impacts have either been eliminated by changes in the project planning document or will be reduced by the implementation of the mitigative measures discussed in the attached Environmental Assessment.

HOW DO I GET MORE INFORMATION?

A map depicting the location of the proposed project is attached. This information is also available on our website at Michigan.gov/DWSRF under "Additional Links." The Environmental Assessment presents additional information on the project, alternatives that were considered, impacts of the proposed action, and the basis for our decision. Further information can be obtained by calling or writing one of the contact people listed below.

HOW DO I SUBMIT COMMENTS?

Any comments supporting or disagreeing with this preliminary decision should be submitted to me at EGLE, P.O. Box 30457, Lansing, Michigan 48909-4957. We will not take any action on this project planning document for 30 calendar days from the date of this notice in order to receive and consider any comments.

WHAT HAPPENS NEXT?

In the absence of substantive comments during this period, our preliminary decision will become final. The applicant will then be eligible to receive loan assistance from this Agency to construct the proposed project.

Any information you feel should be considered by EGLE should be brought to our attention. If you have any questions, please contact Valorie White, the project manager, at 517-599-5879; WhiteV1@Michigan.gov; or you may contact me. Your interest in this process and the environment is 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)
Environmental Assessment
City of Kalamazoo, Kalamazoo County
April 2024

PROJECT IDENTIFICATION

Applicant: City of Kalamazoo

Address: 241 West South Street
Kalamazoo, Michigan 49007

Authorized Representative: Mr. James Baker, Director of Public Services

Project Number: 7810-01

PROJECT SUMMARY

The city of Kalamazoo (Kalamazoo) is located in Kalamazoo County, in southwest Michigan. Existing land use for Kalamazoo is not expected to change as a result of the proposed projects. The United States Census Bureau listed the population in 2020 at 73,598. These projects are not expected to have a direct impact on population, and the service area is predicted to increase slightly over the next 20 years.

Kalamazoo is applying for a 30-year low interest DWSRF loan administered by the Michigan Department of Environment, Great Lakes, and Energy (EGLE) for water main lining, and lead service line replacement (LSLR). The estimated cost of the proposed project is \$25,000,000. Kalamazoo qualifies under state criteria as a financially overburdened community and is eligible to receive an American Rescue Plan (ARP) grant not to exceed \$4,955,225 to cover eligible DWSRF expenses. Kalamazoo has also qualified for a DWSRF loan totaling \$15,397,500 with funds made available by the Bipartisan Infrastructure Law (BIL) for LSLR projects. As part of the loan, up to \$7,544,775 in LSLR costs are eligible for principal loan forgiveness. Combined, this results in 50 percent grant and forgiveness funding for these projects. The remaining \$4,647,275 of project costs will be covered by Kalamazoo with local funds. The financial impact of this project to the average residential customer in Kalamazoo would be a rate increase of up to \$3.94 per month. Project construction is anticipated to begin in October 2024 and be completed in December 2025.

PROPOSED PROJECT

A. Project Need/Justification

Several sections of water main throughout Kalamazoo are at risk. Installed in 1940, these pipes are old undersized cast iron water mains which do not have a cement mortar lining, causing tuberculation, water quality issues, and high break histories. These mains have experienced multiple breaks requiring boil water notices and need to be addressed.

Kalamazoo has been in the process of identifying and replacing lead service lines (LSLs) in the distribution system. Currently, Kalamazoo has either replaced or is in the process of replacing over 4,000 LSLs. As part of the continuing effort, Kalamazoo has identified the

potential existence of approximately 8,000 LSLs remaining in the city, which they intend to address over the course of the next four years. For this project, Kalamazoo intends to replace roughly 2,500 LSLs in the northeastern portion of the city (Figure 1). LSLs pose a public health risk and are required to be replaced according to the Michigan Lead and Copper Rule.

B. Alternatives Considered

No-action Alternative

The no-action alternative would result in continuing water main breaks, boil-water orders, and lead in the distribution system. Therefore, this alternative was not considered further.

Regional Alternative

Kalamazoo is the regional water system for the area. The issues facing the city are specific to deficient water mains and lead in the system. Further regionalization would not address these issues, and the necessary rehabilitation and replacement would be required regardless. Therefore, this alternative was not considered further.

Optimization

Optimization of the existing mains would not prevent the breaks or address the lead present in the service lines. Therefore, this alternative was not considered further.

Replacement and Lining

In determining how to address deficiencies with the Knollwood neighborhood water mains, Kalamazoo considered several alternatives. This includes lining the pipes, replacement by pipe bursting, and open cut replacement. In reviewing the alternatives, Kalamazoo determined that the surface roadways were in good condition. Both pipe bursting and open cut replacement would involve significant excavation and surface restoration, thereby leaving the roadways in worse condition. Meanwhile, lining the pipes would provide the necessary structure and support for the main, preventing breaks, while limiting surface disruption and restoration.

Kalamazoo determined that replacement was the only real alternative for LSLs. The identified LSLs will be replaced with copper lines utilizing directional drilling.

C. Selected Alternative

Kalamazoo determined that cured-in-place-pipe (CIPP) lining of water main, and LSLR was the best alternative. Approximately 10,000 linear feet of water main will be lined with CIPP in the Knollwood neighborhood on Lafayette Avenue, Greenwood Avenue, Knollwood Avenue, Redwood Avenue, Kimbark Avenue, Sutherland Avenue, and Euclid Avenue. 2,500 LSLs will be replaced in the neighborhoods located on the northeast side of the city (Figure 1). Residents will be notified prior to work on their service line, utilizing the process Kalamazoo has been using over the last several years. Work will occur on the proposed projects in the road right-of-way, and in the case of LSLR, from the watermain to either the water meter, or 18-inches within the house or structure.

The selected alternative is expected to cost Kalamazoo \$25,000,000 to construct. Kalamazoo will finance \$15,397,500 in eligible LSLR costs with a 30-year DWSRF loan at 2.00 percent interest with funds made available by the BIL. As part of the loan up to \$7,544,775 is eligible for principal loan forgiveness. In addition, Kalamazoo was identified under state criteria as a financially overburdened community is eligible to receive an ARP grant not to exceed \$4,955,225, to cover eligible DWSRF expenses. The combination of grant and principal loan forgiveness is 50 percent of the eligible DWSRF project total. The remaining \$4,647,275 of project costs will be covered by Kalamazoo with local funds.

As a result of the project, the typical residential customer could see an increase in their water rates of up to \$3.94 per month. This amount could decrease due to the grant and principal forgiveness Kalamazoo anticipates receiving. Project construction is anticipated to begin in October 2024 and be completed in December 2025.

IMPACT OF PROJECT

A. Water Quality Impacts

The proposed project will provide reliable water mains and remove potential sources of lead. This project will reduce the number of breaks and boil-water advisories Kalamazoo experiences to assist Kalamazoo in providing high quality drinking water to the customers of the system.

B. Primary Impacts

Impacts of construction activities associated with the project are considered short-term disruptions that, for the most part, will not extend beyond the period of construction. Short-term adverse impacts associated with construction include noise, dust, exhaust fumes, removal of groundcover, and increased erosion potential.

Construction associated with the projects will occur in the road right-of ways, and through directional drilling with the installation of new copper water service lines. Construction contract provisions will be enforced for compliance with the Soil Erosion and Sedimentation Control Act to prevent damage to the surrounding areas from soil erosion, dust, and sedimentation.

The State Historic Preservation Office has reviewed this project and determined that no impact on historical, archeological, religious, or culturally significant areas will occur as a result of this project. Six Tribal Historic Preservation Officers were contacted regarding the project, and no adverse impacts were identified. Kalamazoo is in the process of consulting with the Michigan Natural Features Inventory about any impacts to threatened or endangered species and their habitat. Based on the project location and construction methods, impacts are not expected. If the MNFI identifies any concerns, their recommendations will be addressed before the start of construction. The United States Fish and Wildlife Service determined that there were no adverse effects for the proposed project. No tree removal is anticipated during this project, but, if necessary, no trees will be cut from April 1st through October 14th during the Indiana bat and Northern long eared bat roosting season.

C. Secondary Impacts

No significant secondary impacts are anticipated as a result of this project. The project was designed to address the need for clean safe drinking water, provide necessary capacity, remove potential sources of contamination, and provide service for years to come.

Improvements to the system are associated with the need to address deficiencies, public health threats, and increase the reliability of the system.

PUBLIC PARTICIPATION

A formal public hearing for the proposed project was held in person at a regularly scheduled City Commission Meeting on April 17, 2023, after notice was placed on the city website. Presentations were made on the project planning document, including alternatives considered, project impact, and estimated costs. Questions and comments were addressed at the public hearing. The City Commission passed a resolution approving the project planning document and agreeing to implement the selected alternatives on April 17, 2023, after the close of the public hearing.

REASONS FOR CONCLUDING NO SIGNIFICANT IMPACTS

The proposed project will rehabilitate deficient aging water mains and replace LSLs. The water quality benefits anticipated from the project are expected to outweigh the short-term adverse impacts and will provide long-term beneficial impacts.

Questions regarding this Environmental Assessment should be directed to:

Ms. Valorie White, 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: 517-284-5433
E-Mail: Whitev1@Michigan.gov

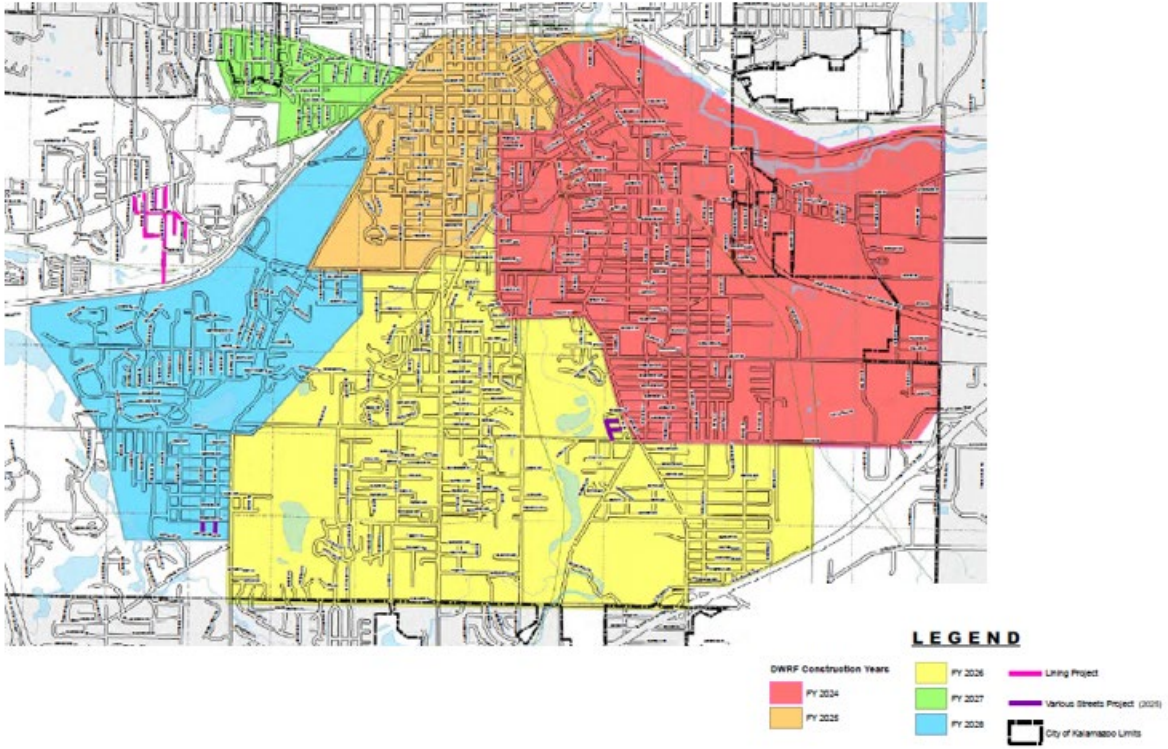


Figure 1: Location of the proposed LSLRs are highlighted in the red section of the map. The proposed water main lining is highlighted with pink lines.