

Attention New Commissioners

There will be a new Commissioner's orientation prior to the March 14, 2019 Region 2 Planning Commission meeting to review roles and responsibilities and provide general information on the Region 2 Planning Commission.

The Meeting will be held at:

1:00 p.m. Thursday, March 14th

Jackson County Tower Building 5th Floor Conference Room

AGENDA

REGION 2 PLANNING COMMISSION

Full Commission

Thursday, March 14, 2019

FOR FURTHER INFORMATION, CONTACT:

TIME: 2:00 P.M.

Steven Duke, Executive Director (517) 768-6706

WHERE:

DATE:

Jackson County Tower Bldg. 120 W. Michigan Ave. – 5th Floor

Jackson, MI 49201

Comments will be solicited on each item following discussion and prior to any final action.

		PAGE #
1.	Call to Order	
2.	Pledge of Allegiance	
3.	Approval of the March 14, 2019 Agenda – ACTION	
4.	Public Comment	
5.	Approval of the Full Commission Meeting Minutes for January 10, 2019 (see enclosure) – ACTION	4
6.	Approval of Action Taken at the February 14, 2019 Executive Committee Meeting (see enclosure) – ACTION	8
7.	Receipt of Treasurer's Report of February 28, 2019 (see enclosure) – ACTION	12
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10.	Presentation of the R2PC FY 2018 Annual Audit Report, Smith & Klaczkiewicz, PC (see enclosure) – ACTION	23
11.	MERS Retirement Savings Presentation (see enclosure) – ACTION	31
12.	Appointment of the 2019 Personnel & Finance Committee (see enclosure) – ACTION	34
13.	Approval of Amendments to the JACTS FY 2017-2020 Transportation Improvement Program (Tosee enclosures) – ACTION • Jackson Area Transportation Authority (JATA) • City of Jackson • Jackson County Department of Transportation (JCDOT)	TIP) 35
	 Village of Brooklyn Village of Parma Village of Grass Lake Michigan Department of Transportation (MDOT) 	
14.	DRAFT - FY 2020 – 2023 Proposed Federally-Funded Transportation Projects (see enclosures) – DISCUSSION • Hillsdale County (Rural Task Force) • Jackson County (MPO & Rural Task Force)	45

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- Lenawee County (Rural Task Force)
- Lenawee County (Congestion Mitigation Air Quality)
- Hillsdale/Jonesville (Small Urban) (to be provided)
- Adrian/Clinton/Tecumseh (Small Urban) (to be provided)

15. Other Business

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- Michigan Zoning Enabling Act Changes (see enclosure)
- MDOT Fast Facts 2019 (see enclosure)
- Rives Township (see enclosure)
- 10 Cents a Meal Report (see enclosure)
- Notice of Intent for Recreation Grant Projects (see enclosures)
- 16. Public Comment / Commissioners' Comments
- 17. Adjournment



Serving Hillsdale, Jackson and Lenawee Counties

MEETING MINUTES

Region 2 Planning Commission – Full Commission

Lenawee District Library 4459 W. U.S. 223 Adrian, MI 49221

Thursday, January 10, 2019

Call to Order – Chair Tillotson called the meeting to order at 2:00 p.m. A quorum was present.

Attendance:

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Key: ✓ = present

(E) = Executive Committee member

Staff Present: Steve Duke

- Others Present: Mike Davis, MDOT
- **II.** Pledge of Allegiance Those in attendance rose and joined in the Pledge of Allegiance.
- **III. Approval of the Agenda** The motion was made by Comm. Jancek, and supported by Comm. Knoblauch, to approve the January 10, 2019 agenda as presented. The motion carried unanimously.
 - Chair Tillotson asked all those in attendance to introduce themselves.
- **IV. Public Comment** Chair Tillotson requested public comment. No public comments were received.
- V. Approval of the Full Commission / Annual Meeting Minutes for November 8, 2018 The motion was made by Comm. Jancek, supported by Comm. Wittenbach, to approve the Full Commission / Annual meeting minutes as presented. The motion carried unanimously.
- VI. Approval of Action Taken at the December 13, 2018 Executive Committee Meeting Mr. Duke explained that he had made a modification to the minutes after they were sent out. The revised minutes were distributed at the meeting.
 - The motion was made by Comm. Duckham, supported by Comm. Grabert, to approve the Executive Committee meeting minutes of December 13, 2018 as presented. The motion carried unanimously.
- VII. Receipt of Treasurer's Report of December 31, 2018 A motion was made by Comm. Elwell, and supported by Comm. Drake, to receive the December 31, 2018 Treasurer's Report as presented. The motion carried unanimously.
- VIII. Approval of January 10, 2019 Submitted Bills A motion was made by Comm. Swartz-lander, and supported by Comm. Drake, to approve payment of the January 10, 2019 submitted bills. The motion carried unanimously.
- IX. Staff Progress Report for December, 2018 The December, 2018 staff progress report was included in the agenda packet for Commission review. Mr. Duke reported that R2PC had provided staff services for each of the three counties' Rural Task Force meetings conducted to review and select FY 2020-2023 federally-funded road and transit projects. Similar meetings were conducted for the Adrian/Tecumseh/Clinton and Hills-dale/Jonesville Small Urban Programs. Staff is also assisting with master plan updates for Jackson County, Leoni Township, Liberty Township, Village of Parma, and Spring Arbor Township and a new recreation plan for Summit Township.
- X. Report of the 2019 Nominating Committee / Election of the 2019 Executive Committee Mr. Duke reported that the R2PC Nominating Committee met on Thursday, December 27th to review and recommend a slate of candidates for the 2019 Executive Committee. He explained the R2PC annually appoints the Nominating Committee at the November Full Commission/Annual meeting. The recently appointed members of the 2019 Nominating Committee include Phil Duckham, Pete Jancek, Mike Overton, Doug Terry, and Ralph Tillotson.
 - Mr. Duke reported there were two (2) Jackson County vacancies and one (1) vacancy for a Lenawee County representative. The Committee recommended Comm. Grabert and Comm. Guetschow to represent Jackson County. The Lenawee County vacancy will be addressed at the February R2PC Executive Committee meeting.

Chair Tillotson asked if there were any additional nominations for the 2019 Executive Committee from the floor. Comm. O'Dowd made a motion to nominate Comm. Swartzlander, supported by Comm. Williams. With three nominees for two vacancies, a hand vote was conducted. The two candidates receiving the most votes were Comm. Guetschow and Comm. Grabert.

The following Commissioners were presented in accordance with Section VI of the R2PC bylaws as nominees for the 2019 Executive Committee:

Alan Beeker	representing City of Hillsdale
Bruce Grabert	representing Jackson County
Phil Duckham	representing Jackson County
Michael Overton	representing Jackson County
Jae Guetschow	representing Jackson County
Cliff Herl	representing Jackson County
Patrick Burtch	representing City of Jackson
Jeanne Kubish	representing City of Jackson
VACANT	representing Lenawee County
Ralph Tillotson	representing Lenawee County
Robert Knoblauch	representing Lenawee County
David Rohr	representing City of Adrian
Pete Jancek	representing at large
Larry Gould	representing at large
Doug Terry	representing at large
Chelsea Poole	representing at large
Roger Gaede	representing at large
Rick Sigers	representing at large
Jim Wonacott	representing at large
Chris Wittenbach	representing at large
Robert Welsh	representing at large

The motion was made by Comm. Gould, supported by Comm. Wonacott, to elect the 2019 roster of candidates to the R2PC Executive Committee as presented. The motion carried unanimously.

XI. Approval of Amendments to the JACTS FY 2017-2020 Transportation Improvement Program (TIP) – Mr. Davis requested the following amendments to the JACTS FY 2017 – 2020 Transportation Improvement Program (TIP). The proposed amendments are:

FY	Job Num- ber	Project Name	Limits	Project De- scription	Phase	Federal Cost	Fed Fund Source	State Cost	Total Phase Cost	Amendment Type
2019	127537	M-60 E	EB & WB over I94	Bridge Re- placement	Utility	\$225,000	IM	\$25,000	\$250,000	Phase Add
2020	127537	M-60 E	EB & WB over I94	Bridge Re- placement	CON	\$9,055,800	IM	\$1,006,200	\$10,062,000	Cost Change from \$14,287,073
2020	202571	M-50	M-99 & M- 52 & M-124 btwn M-50 & US-12	Non-freeway signing up- grade	CON	\$613,107	STG	\$0	\$613,107	Length Change from 66.128 to 48.865

The motion was made by Comm. Elwell, supported by Comm. Driskill, to approve the MDOT amendments to the JACTS FY 2017-2020 Transportation Improvement Program (TIP) as presented. The motion carried unanimously.

Comm. Bolton and Comm. Driskill discussed on-going pavement deterioration on US-127 between US-223 and M-34. Mr. Davis stated he would follow-up with his MDOT associates regarding the issue.

XII. Approval Authorizing the R2PC Chair to Sign the Contract between the Region 2 Planning Commission and The Greenway Collaborative, Inc. to Develop a Joint City of Jackson / Jackson County Non-Motorized Plan – Mr. Duke reported that the contract language with The Greenway Collaborative, Inc. for preparation of a joint City of Jackson / Jackson County had been finalized. The total contract amount awarded is \$99,965. The project is expected to begin later this month.

The motion was made by Comm. Jancek, supported by Comm. Duckham, authorizing the R2PC Chair to sign the contract between the Region 2 Planning Commission and The Greenway Collaborative, Inc. for the preparation of a joint City of Jackson / Jackson County Non-Motorized Plan. The motion carried unanimously.

XIII. Approval Authorizing the R2PC Chair to Sign the Regional Prosperity Initiative (RPI) Contract for the Receipt of 2019 Grant Funds – Mr. Duke announced that the Michigan Department of Technology, Management & Budget had awarded the R2PC, acting as the fiduciary for Prosperity Region 9 (Hillsdale, Jackson, Lenawee, Livingston, Monroe and Washtenaw counties) \$306,810 in 2019 grants funds.

The motion was made by Comm. Terry, supported by Comm. Gaede, authorizing the R2PC Chair to sign the contract with the Michigan Department of Technology, Management & Budget for receipt of \$306,810 in 2019 grant funding. The motion carried unanimously.

- XIV. Other Business Per the Michigan Enabling Legislation, Mr. Duke reported that both the Napoleon Township and Liberty Township master plan updates were available for public review on their respective websites. The City of Tecumseh has developed a draft Downtown Housing and Adaptive Reuse Plan that is available for review at the city's website. Also included in the agenda packet was a news article updating Mike Hirst's (annual dinner speaker) efforts to construct apartment space to help opioid addicts.
- **XV.** Public Comment Chair Tillotson asked for any public comment. No additional comments were received.
- **XVI. Adjournment** There being no further business, Chair Tillotson adjourned the meeting at 2:40 p.m.

Pete Jancek Secretary



Serving Hillsdale, Jackson and Lenawee Counties

MINUTES

Region 2 Planning Commission – Executive Committee Jackson County Tower Bldg. 120 W. Michigan Ave. Jackson, MI 49201

Thursday, February 14, 2019

I. Call to Order - Chair Tillotson called the meeting to order at 2:04 p.m. A quorum was present.

Executive Committee Members:

Beeker Herl Sigers Burtch Jancek Terry Duckham Knoblauch Tillotson ✓ Gaede Kubish Welsh Gould Overton Wittenbach Grabert Poole Wonacott ✓ Guetschow Rohr

Key: ✓ = present

Other Commissioners Present: Bair and Williams

Others Present: Mike Davis, MDOT

Staff Present: Duke

- II. **Pledge of Allegiance** – Those in attendance joined in the Pledge of Allegiance.
- III. Approval of the Agenda – A motion was made by Comm. Jancek, supported by Comm. Kubish, to approve the February 14, 2019 Executive Committee agenda as presented. The motion carried unanimously.
- Public Comment Chair Tillotson announced the first opportunity for public comment. No IV. public comments were received.

- V. Approval of Minutes of the December 13, 2018 Executive Committee Meeting The motion was made by Comm. Jancek, supported by Comm. Wonacott, to approve the December 13, 2018 Executive Committee meeting minutes as presented. The motion carried unanimously.
- VI. Receipt of the Treasurer's Report of January 31, 2019 The motion was made by Comm. Grabert, supported by Comm. Knoblauch, to approve receipt of the R2PC Treasurer's Report for January 31, 2019. The motion carried unanimously.
- VII. **Approval of the February 14, 2019 Submitted Bills** A motion was made by Comm. Grabert, supported by Comm. Beeker, to approve payment of the February 14, 2019 submitted bills as presented. The motion carried unanimously.
- VIII. **Staff Progress Report for January, 2019** Mr. Duke highlighted staff activities for January, 2019, as follows:
 - 2019 RPI grant awarded for \$306,810
 - FY 2018 audit completed presentation at the March, 2019 meeting
 - Facilitated the three-county rural task force meeting; small urban meetings; and Lenawee County CMAQ meeting
 - Completed the 2017/2018 PASER report
 - Initiated work on the joint City of Jackson/Jackson County non-motorized plan
 - I-94 CART meeting
 - Master Plan assistance City of Jonesville, Village of Brooklyn, Jackson County, Leoni Township, Village of Parma, Rives Township, Spring Arbor Township, and Woodstock Township
 - Recreation Plans Jackson County, Summit Township
- IX. Report of the Nominating Committee Election of R2PC Officers for 2019 Mr. Duke reported that the Nominating Committee met on December 27, 2018 and recommended the current slate of officers for 2019: Chair Comm. Tillotson; Vice-Chair Comm. Terry; Treasurer Comm. Wittenbach; and Secretary Comm. Jancek.

The motion was made by Comm. Gould, supported by Comm. Grabert, to close nominations and cast a unanimous ballot re-electing the current slate of officers for 2019. The motion carried unanimously.

X. Approval of the Letter of Agreement with Public Sector Consultants (PSC) for the Provision of Administration and Management Services for the 2019 Region Prosperity Initiative (RPI) Grant Program – Mr. Duke reported that the R2PC had contracted with Public Sector Consultants, Inc. to provide administrative and management services for the RPI grant funds over the previous five (5) years. Mr. Duke explained he would like to continue the relationship with PSC to provide these services in 2019.

The motion was made by Comm. Guetschow, supported by Comm. Wonacott, authorizing Executive Director Duke to sign the letter of agreement between the R2PC and Public Sector Consultants for 2019 RPI coordination, management, communication, and engagement activities for an amount not to exceed \$110,000. The motion carried unanimously.

- XI. Review Draft JACTS FY 2020-2023 Transportation Improvement Program Urbanized Area Project List Mr. Duke briefly reviewed the draft JACTS FY 2020-2023 TIP list of projects proposed in the Jackson urbanized area. The Jackson County Department of Transportation (JCDOT) was recently awarded a state grant for \$3.7 million to reconstruct McDevitt Avenue; thereby freeing up the federal funds previously programmed for the project in FY 2022 and 2023. The revised list of projects provided included the replacement projects selected by the JACTS TIP Development Subcommittee.
- XII. Hillsdale, Jackson, Lenawee Counties 2017/2018 Asset Management Report Mr. Duke reviewed the recently updated 20017/2018 Regional Asset Management Report updating the current pavement condition ratings for area federal-aid eligible roadways. Overall, the recent survey found the following road conditions in each county:

Hillsdale County

- 19% Very good
- 27% Fair
- 54% Poor

Jackson County

- 16% Very good
- 39% Fair
- 45% Poor

Lenawee County

- 29% Very good
- 37% Fair
- 34% Poor

Mr. Duke explained that additional copies of the full report or individualized jurisdictional maps can be requested by contacting the R2PC office.

XIII. Approval of the R2PC Resolution Supporting MDOT's Safety Performance Target Measures – Mr. Mike Davis, MDOT-University Region, reported that MDOT had updated the safety performance targets that were previously adopted a year ago by the R2PC. MPOs, given the option of adopting MDOT's targets or developing their own, have universally chosen to adopt the safety targets established by MDOT for the state. The JACTS committees have recommended the R2PC, as the designated MPO for the Jackson urbanized area, support the state targets for safety performance measures as set forth in the resolution included in the agenda packet.

A motion was made by Comm. Wonacott, supported by Comm. Jancek, approving the resolution supporting the MDOT targets for Safety Performance Measures as presented. The motion carried unanimously.

XIV. **Other Business** – As required by the Michigan Enabling legislation, Mr. Duke reported that notices of intent to prepare master plans were received from Leoni Township and Concord Township.

Mr. Duke explained that prior to the Full Commission meeting on March 14th in Jackson, he will be conducting an orientation meeting for any new or current board members reviewing

their responsibilities as R2PC commissioners. The meeting will be held at 1 pm in the 5th floor conference room, adjacent to the Jackson County Commission Chambers board room.

Mr. Davis reported that MDOT will be hosting an I-94 public meeting from 1-7 pm on February 25th at Blackman Township Hall to review current and future corridor improvements in the Jackson area.

No other business was brought before the Committee.

- XV. **Public Comment / Commissioner Comments** No comments were received.
- XVI. **Adjournment** There being no further business, the meeting was adjourned at 2:55 pm by Chair Tillotson on a motion by Comm. Jancek, and supported by Comm. Beeker.

Pete Jancek Secretary

REGION 2 PLANNING COMMISSION Treasurer's Report - Monthly Summary as of February 28, 2019

Checking Account Balance ending January 31, 2019		\$ 624,982.82
Deposit Summary:		
February 2018 EFT Deposits		\$ 347,403.00
February Bank Deposits		16,245.88
February Adjustments		(636.56)
Total Deposits plus Bank Balance		\$ 987,995.14
Expenses:		
Submitted Expenses - February 2019**	\$ (25,150.11)	
Interim Expenses	(13,475.22)	
Payroll/Related Expenses	(21,740.00)	
Subtotal of Expenses	\$ (60,365.33)	\$ (60,365.33)
Balance Checking Account ending February 28, 2019		\$ 927,629.81
Balance CD Investments ending February 28, 2019		\$ 103,060.41
Total Cash on Hand		\$ 1,030,690.22

^{**}Note that this amount can include cleared checks from prior months' submitted bills.

REGION 2 PLANNING COMMISSION Deposits and Adjustments to Cash as of February 28, 2019

EFT Deposits:		
2/28/2019 MDOT Asset Management Q4 2018 Grant Revenue Regional Prosperity Initiative 2019 Grant Revenue OHSP Q1 2019 Grant Revenue Subtotal - EFT Deposits	\$	31,443.00 306,810.00 9,150.00 347,403.00
Castotal El i Soposio	*	5 17, 100.00
2/28/2019 Check Deposits:		
2019 Membership Dues		8,544.21
Macon Township Planning Services, Invoice 3519		203.44
Napoleon Township Planning Services, Invoice 3516		496.86
Rives Township Planning Services, Invoice 3515		576.85
Village of Brooklyn Planning Services, Invoice 3518		3,017.86
Village of Grass Lake Planning Services, Invoice 3517		3,376.66
2018 Dinner Fees	_	30.00
Subtotal - Check Deposits	\$	16,245.88
2/28/2019 Adjustments to cash:	1	
Bank fees - February	\$	(139.28)
Paycor Fees - February	Ψ	(209.06)
Credit Card Charges - Postage		(145.55)
Credit Card Charges - Supplies		(41.10)
Credit Card Charges - Travel/Meals		(91.57)
Credit Card Charges - Training	\$	(10.00)
Subtotal - Adjustments to Cash	\$	(636.56)
Total Net Deposits for February 2019	\$	363,012.32

REGION 2 PLANNING COMMISSION INTERIM BILLING and PAYROLL EXPENSES as of February 28, 2019

<u>Vendor</u>	<u>Description</u>		<u>Amount</u>	Check #
llegra	R2PC Pkt.	\$	194.22	1450
ackson Citizen Patriot	JACTS Advertising	\$	220.74	1451
ackson County	Phone Jan. 2019	\$	259.77	1450
ublic Sector Consultants	RPI	\$	3,442.99	1451
he Greenway Collaborative, Inc.	RPI Dec. 2018	\$	9,357.50	1451
Total Interim	Billing for February 28, 2019	\$	13,475.22	
•	· · · · · · · · · · · · · · · · · · ·			
Paid February 8, 2019	by Direct Deposit/EFT			
Da				
Paycor	Payroll Disbursement	\$	10,825.71	
G. Bauman	Payroll Disbursement Travel Reimbursement		10,825.71 18.10	
•	•	\$ \$	•	
•	Travel Reimbursement		18.10	
G. Bauman	Travel Reimbursement Total	\$ \$	18.10	
G. Bauman Paid February 22, 2019	Travel Reimbursement Total by Direct Deposit/EFT	\$ \$ \$ \$	18.10 10,843.81	
G. Bauman Paid February 22, 2019 Paycor	Travel Reimbursement Total by Direct Deposit/EFT Payroll Disbursement	\$ \$ \$ \$	18.10 10,843.81 10,825.71	
G. Bauman Paid February 22, 2019 Paycor G. Bauman	Travel Reimbursement Total by Direct Deposit/EFT Payroll Disbursement Travel Reimbursement	\$ \$	18.10 10,843.81 10,825.71 5.34	

Region 2 Planning Commission Outstanding Accounts Receivable as of February 28, 2019

Municipality/Source	Date	Inv. No.	Amount
Liberty Township	11/30/2018	3514	585.71
Leoni Township	2/5/2019	3513	1,077.27
Napoleon Township		3520	1,840.52
City of Jonesville		3521	1,237.02
Rives Township		3522	628.38
Village of Parma		3523	1,859.50
Liberty Township		3525	1,981.79
Village of Brooklyn		3526	3,642.21
MDOT Rural Task Force Q1 2019	2/11/2019	3527	9,399.83
MDOT Regional Transportation Planning Q1 2019		3528	10,463.49
MDOT Asset Management Q1 2019		3529	8,452.00
MDOT FHWA Q1 2019		3530	48,957.00
FY 2019 Balance as of February 28, 2019			\$ 90,124.72

REGION 2 PLANNING COMMISSION Submitted Bills March 14, 2019

Vendor	Description	Δ	mount Due
Blackman Public Safety	OHSP - Dec. 2018	\$	2,256.35
Blue Cross/Blue Shield	Office Coverage (Apr. 2019)	\$	3,541.79
Blue Cross/Blue Shield	Supplement F (Apr. 2019)	\$	169.57
Blue Cross/Blue Shield	Prescription Coverage (Apr. 2019)	\$	89.30
County of Jackson	Acct. Serv. & Pstg. Jan. 2019	\$	1,754.90
County of Jackson	Rent Expense Mar. 2019	\$	3,016.92
County of Jackson	IT Service Contract (1st Installment)	\$	6,180.00
EDP of Hillsdale Co.	RPI Grant 2018	\$	901.00
ICMA Retirement Trust	ICMA 401 Contribution	\$	2,000.07
Jackson County Health Dept.	Safetyville 10/1/18 - 12/31/18	\$	4,025.00
Jackson County Sheriff Dept.	OHSP - OWI 10/2018 - 11/2018	\$	3,677.67
Jackson Police Dept.	OHSP - OWI Dec. 2018	\$	3,216.42
Lenawee Econ. Dev. Corp.	RPI Grant 2018	\$	1,357.40
Monroe Co. Comm. College	RPI Grant 2018	\$	8,195.38
The Exponent	Annual Subscription for 2019		\$50.00
The Water Store	Supplies Feb. 2019	\$	37.35
Vantage Point Transfer Agents	ICMA RHS Contribution	\$	217.91
Washtenaw Comm. College	GAAR Mtg.	\$	132.75
		\$	40,819.78



Staff Progress Report *February 2019*

Area-Wide Regional Planning Activities

Economic Development Activities

Downtown Development Authority (DDA). Staff attended the monthly meetings of the City of Jackson and Leoni Township DDA committees and provided administrative support to the Leoni DDA.

Regional Prosperity Initiative

- Program Administration
 - The Regional Prosperity Initiative was awarded \$306,810 for calendar year (CY) 2019 to carry out their vision.
 - The management team met on February 21, 2019, at Washtenaw Community College to discuss 2019 CY planning.
 - Steve Duke and James Durian discussed the vision for CY 2019. The management team reviewed the obligations under the new award and provided an update on asset management efforts between prosperity regions and the state
 - The management team also reviewed the five-year plan and determined that, while a comprehensive strategic planning process is unnecessary, data needs to be updated and additional success stories need to be collected and integrated.
 - To sustain this work for the long term, the management team approved monthly meetings with a topical focus relevant to stakeholders. These topics will include talent development, regional transportation, and integrated asset management.
 - The management team determined they would like to include more adult education opportunities as part of their challenge grant efforts. Several members are going to work with Public Sector Consultants (PSC) to expand outreach to nonprofits that serve the adult education population.
 - Managemeent team members are also investigating opportunities for promoting regional transportation efforts and will report their findings at the next meeting.

- Laura Hoehn, career and college readiness coordinator for the Livingston Educational Service
 Agency, updated the management team on the job shadow toolkit program that is partially
 funded through a Greater Ann Arbor Region (GAAR) challenge grant.
- The management team determined that their next meeting would be a conference call in March.

■ 10 Cents a Meal Program Evaluation

- In February, PSC completed phase three of the 10 Cents a Meal evaluation a program that serves 13 school districts in Prosperity Region 9 and submitted the final report to GAAR. In December 2018, PSC surveyed approximately 321 students about 10 fruits and vegetables purchased and served through 10 Cents a Meal.
- PSC concluded that the program is highly regarded by school food service directors, lunchroom staff, and students alike:
 - Directors and staff noted its positive impact on the affordability, quality, and variety of Michigan produce served.
 - A majority of the students (84%) reported liking the fruit or vegetable they chose.
- Evaluation findings suggest that schools in the region should continue implementing and evaluating the program to increase access to Michigan fruits and vegetables.
- PSC offers the three following recommendations that, alone or in combination, would attribute economic impacts directly to the program and help GAAR bolster the program's value proposition for future appropriations and/or expansion:
 - Transitioning from onsite surveys of student fruit and vegetable consumption to a large, quasi-experimental or randomized control research design that better demonstrates 10 Cents a Meal's casual impact on student dietary attitudes and behaviors.
 - Collecting quantitative and qualitative data to test anecdotal observations of whether school food service directors continue purchasing Michigan-sourced produce from participating farmers, even after they no longer receive a meal subsidy.
 - Performing a contribution and/or economic impact analysis of the program in Prosperity Region 9 to quantify direct and indirect contributions to the local economy.

R2PC Activities

- R2PC Website. Staff continued updating www.region2planning.com through WordPress.
- **U.S. Census.** Staff participated in webinar on February 12th regarding the Participant Statistical Areas Program (PSAP) for the upcoming 2020 Census.

- **MSU-E Webinar.** Staff participated in Michigan State University-Extension's webinar on February 12th regarding The Impact of State and Federal Politics on Local Government.
- Staff attended the Jackson County Board of Commissioners Study Session and Standing Committee meetings.

Regional Transportation Planning Hillsdale, Jackson, and Lenawee Counties

Program Management

- Staff submitted the Rural Task Force monthly progress report to MDOT.
- Rural Task Force, Small Urban, and CMAQ program jobs have been programmed in JobNet for the FY 2020-2023 STIP. FY 2019 job updates for these programs have also been programmed.
- Staff prepared and submitted to MDOT the October December, 2018, Regional Transportation, Rural Task Force, and Asset Management invoices and progress reports.

Metropolitan Area Transportation Planning Jackson Area Comprehensive Transportation Study

Program Management

- Staff attended the Jackson Area Transportation Authority's monthly Local Transit Advisory Council (LTAC) meeting.
- The monthly meetings of the JACTS Technical Advisory and Policy committees were conducted.
- Staff attended the monthly Michigan Transportation Planning Association meeting in Lansing. Staff continues to act in the secretarial role for the organization.
- The 2017-2018 PASER report for the Region 2 Planning Commission has been completed and will be posted online.
- Staff prepared the October December, 2018 quarterly invoice report.

Technical Assistance

- City of Jackson and Jackson County Non-Motorized Plan:
 - The Project Steering Committee met in February to begin the project. Stakeholders from across the county attended the meeting, and gave energetic insights and feedback to the consultants. The purpose of the meeting was to introduce the Steering Committee to the project, and to provide guidance on key issues that the project should address.
 - The first round of public engagement process will be happening in May through in-person meetings and on the project website. The consultants will be visiting several places across the County and within the City. More information will follow.

- Staff has a bi-weekly phone call with the consultant to ensure that the project stays on track and to continue to communicate on project matters as needed.
- Staff continues to work with the MDNR, City of Jackson, Jackson County, local townships and villages to address requests to expand the development of non-motorized trails.
 - Staff met with the City and MDNR to discuss Iron Belle mini grant opportunities and potential projects.
- Staff continued to assist Leoni Township with the development of a new website.

Transportation Improvement Program (TIP)

- Several amendments were approved by the JACTS committees and R2PC to the JACTS FY 2017-2020 TIP. Subsequently, they were submitted to MDOT and FHWA for review and approval.
- Staff continues to work with MDOT to ensure the FY 2017-2020 TIP projects are up to date in JobNet.
- Staff programmed the City of Jackson, JCDOT, and JATA JACTS FY 2020-2023 TIP jobs in JobNet. The jobs are ready to be officially approved by MDOT and FHWA for the new TIP.
- Staff attended JobNet FY 2020 2023 training in MDOT to stay current on all new program updates.

Local Planning Assistance

The requests of member units of government within Hillsdale, Jackson, and Lenawee Counties are listed below. These activities were prepared at cost to the individual units of government requesting the service (unless alternative funding was available).

Hillsdale County

County of Hillsdale

■ Master Plan. Staff spoke with a county commissioner/planning commissioner about membership in the R2PC and the assistance staff could provide the county planning commission regarding an update to the County's master plan.

City of Jonesville

■ **Zoning Ordinance.** Staff spoke with the City Manager briefly about electronic sign regulations.

Jackson County

Blackman Township

■ **Zoning Ordinance.** Staff consulted with the Township's zoning administrator on whether or not a proposed use should be considered a kennel. Staff also researched past text amendments to the Township's zoning ordinance (reviewed by the Jackson County Planning Commission) in preparation of a reprinting of that document.

[Page 4 of 6]

Village of Brooklyn

- Master Plan. Staff attended the February 27th meeting of the planning commission and provided the final draft of the plan's goals and actions and the first draft of the action implementation table.
- **Zoning Ordinance.** Staff consulted with the Village's manager regarding the process for amending the Village's zoning code, including public hearing and noticing requirements.
- Recreation Plan. Staff located an old Region 2 Area Park Plan and provided a copy to the Village's manager. He wanted a copy for the proposed Irish Hills Recreation Plan that would cover various contiguous villages and townships in Hillsdale, Jackson, Lenawee, and Washtenaw Counties.

County of Jackson

- Jackson County Planning Commission (JCPC). Staff facilitated the February 14th meeting of the JCPC and summarized the staff analysis and advisements concerning (1) solar energy system text amendment to Blackman Township's zoning ordinance, (2) a proposed rezoning in Leoni Township, and (3) proposed master plans in Liberty and Napoleon Townships. Cover letters and associated documentation were subsequently sent to the townships regarding the recommendations made by the JCPC. Staff also prepared the JCPC's annual report for 2018.
- **Jackson County Master Plan.** Staff continued work on the next edition of the Jackson County Master Plan. An appendix containing various maps was summarized during the February 14th JCPC meeting.
- **Jackson County Recreation Plan.** Staff created initial drafts of surveys aimed at the general public and local governments for the recreation plan.
- Jackson City + County Nonmotorized Plan. Staff participated in the February 15th meeting of the Jackson City + County Nonmotorized Plan committee.
- **Proposed Detachment.** Staff discussed with the County's administrator the proposed detachment of properties located on the north side of Goose Creek from the Village of Brooklyn.

Leoni Township

- Master Plan. Staff reviewed mapping prepared for the master plan during the February 20th meeting on the Township's planning commission.
- **Zoning Ordinance.** Staff discussed the proposed rezoning of property on Whipple Road with the Township's planning commission chair.

Village of Parma

■ Master Plan. Staff attended the February 5th meeting of the Village's planning commission to discuss the proposed master plan's (1) goals and objectives, (2) objectives implementation table, and (3) future land use map. Staff also worked on completing a full draft of the Community Policies and Plans chapter.

Rives Township

■ **Master Plan.** Staff met with some of the Township's planning commissioners on February 5th and made some master plan text and future land use map amendments at their request.

[Page 5 of 6]

Lenawee County

Village of Britton

■ **Zoning Ordinance.** Staff spoke a Village official regarding the regulation of a proposed daycare center and the need for a zoning board of appeals.

County of Lenawee

■ Lenawee County Planning Commission (LCPC). Staff facilitated the February 21st meeting of the LCPC and summarized the staff analysis and advisements concerning proposed farmland and open space agreements in Fairfield (2) and Blissfield (1) Townships. Cover letters and associated documentation were subsequently sent to the townships regarding the recommendations made by the LCPC. Preparations for the 2019 LCPC annual dinner were discussed. Staff also prepared the LCPC's annual report for 2018.

Palmyra Township

■ **Zoning Ordinance.** Staff discussed the procedure for amending the Township's zoning ordinance.



SMITH & KLACZKIEWICZ, PC CERTIFIED PUBLIC ACCOUNTANTS

THOMAS J. SMITH, CPA (989)751-1167 ROBERT R. KLACZKIEWICZ, CPA (989)751-3064

A VETERAN OWNED BUSINESS

February 8, 2019

To the Board of Commissioners Region 2 Planning Commission Jackson, Michigan

We have audited the financial statements of the business-type activities of the **Region 2 Planning Commission** for the year ended September 30, 2018. Professional standards require that we provide you with information about our responsibilities under generally accepted auditing standards and *Government Auditing Standards*, as well as certain information related to the planned scope and timing of our audit. We have communicated such information in our letter to you dated October 2, 2018. Professional standards also require that we communicate to you the following information related to our audit.

Significant Audit Findings

Qualitative Aspects of Accounting Practices

Management is responsible for the selection and use of appropriate accounting policies. The significant accounting policies used by the **Region 2 Planning Commission** are described in Note A to the financial statements. As described in Note A to the financial statements, the **Region 2 Planning Commission** adopted the provisions of Government Accounting Standards Board (GASB) Statement No. 75, Accounting and Financial Reporting for Postemployment Benefit Plans Other Than Pension Plans.

Except for the effects of implementing GASB Statement No. 75, no new accounting policies were adopted and the application of existing policies was not changed during the fiscal year ended September 30, 2018. We noted no transactions entered into by the governmental unit during the year for which there is a lack of authoritative guidance or consensus. All significant transactions have been recognized in the financial statements in the proper period.

Accounting estimates are an integral part of the financial statements prepared by management and are based on management's knowledge and experience about past and current events and assumptions about future events. Certain accounting estimates are particularly sensitive because of their significance to the financial statements and because of the possibility that future events affecting them may differ significantly from those expected. The most sensitive estimates affecting the *Region 2 Planning Commission's* financial statements were:

Management's estimate of the useful lives of depreciable assets is based on the length of time it is believed that those assets will provide some economic benefit in the future. We evaluated the key factors and assumptions used to develop the useful lives of those assets in determining that they are reasonable in relation to the financial statements taken as a whole.

Management's estimate of the accrued compensated absences is based on current vested hours in employee banks, current hourly rates and policies regarding payment of accrued compensated absences upon separation from employment. We evaluated the key factors and assumptions used to develop the estimate in determining that they are reasonable in relation to the financial statements taken as a whole.

The assumptions used in the actuarial valuations of the Organization's other postemployment benefit plans are based on historical trends and industry standards. We evaluated the key assumptions used to prepare the valuations in determining that they are reasonable in relation to the financial statements taken as a whole.

The financial statement disclosures are neutral, consistent, and clear.

Difficulties Encountered in Performing the Audit

We encountered no significant difficulties in dealing with management in performing and completing our audit.

Corrected and Uncorrected Misstatements

Professional standards require us to accumulate all known and likely misstatements identified during the audit, other than those that are clearly trivial, and communicate them to the appropriate level of management. Management has corrected all such misstatements. In addition, none of the misstatements detected as a result of audit procedures and corrected by management were material, either individually or in the aggregate, to each opinion unit's financial statements taken as a whole.

Disagreements with Management

For purposes of this letter, a disagreement with management is a financial accounting, reporting, or auditing matter, whether or not resolved to our satisfaction, that could be significant to the financial statements or the auditor's report. We are pleased to report that no such disagreements arose during the course of our audit.

Management Representations

We have requested certain representations from management that are included in the management representation letter dated February 8, 2019.

Management Consultations with Other Independent Accountants

In some cases, management may decide to consult with other accountants about auditing and accounting matters, similar to obtaining a "second opinion" on certain situations. If a consultation involves application of an accounting principle to the **Region 2 Planning Commission's** financial statements or a determination of the type of auditor's opinion that may be expressed on those statements, our professional standards require the consulting accountant to check with us to determine that the consultant has all the relevant facts. To our knowledge, there were no such consultations with other accountants.

Other Audit Findings or Issues

We generally discuss a variety of matters, including the application of accounting principles and auditing standards, with management each year prior to retention as the *Region 2 Planning Commission's* auditors. However, these discussions occurred in the normal course of our professional relationship and our responses were not a condition to our retention.

Other Matters

We applied certain limited procedures to the management's discussion and analysis and retiree healthcare system schedule of changes in the Planning Commission's net OPEB liability and related ratios, schedule of employer's net OPEB liability and retiree healthcare system schedule of Planning Commission contributions, which are required supplementary information (RSI) that supplements the basic financial statements. Our procedures consisted of inquiries of management regarding the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We did not audit the RSI and do not express an opinion or provide any assurance on the RSI.

We were not engaged to report on other supplementary information as listed in the table of contents, which accompany the financial statements but are not RSI. Such information has not been subjected to the auditing procedures applied in the audit of the basic financial statements, and accordingly, we do not express an opinion or provide any assurance on it.

Restrictions on Use

This information is intended solely for information and use of Board of Commissioners and management of **Region 2 Planning Commission** and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Saginaw, Michigan

Smith + Klaezhining PC



SMITH & KLACZKIEWICZ, PC

CERTIFIED PUBLIC ACCOUNTANTS

THOMAS J. SMITH, CPA (989)751-1167 ROBERT R. KLACZKIEWICZ, CPA (989)751-3064

A VETERAN OWNED BUSINESS

INDEPENDENT AUDITOR'S REPORT

To the Board of Commissioners Region 2 Planning Commission Jackson, Michigan

Report on the Financial Statements

We have audited the accompanying financial statements of the business-type activities of the **Region 2 Planning Commission**, as of and for the year ended September 30, 2018, and the related notes to the financial statements, which collectively comprise the Planning Commission's basic financial statements as listed in the table of contents.

Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with accounting principles generally accepted in the United States of America; this includes the design, implementation, and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with auditing standards generally accepted in the United States of America and the standards applicable to financial audits contained in *Government Auditing Standards*, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgment, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the business-type activities of the *Region 2 Planning Commission*, as of September 30, 2018, and the respective changes in financial position and cash flows thereof for the year then ended in accordance with accounting principles generally accepted in the United States of America.

Emphasis of Matter

As described in Note A to the financial statements, in 2018, the *Region 2 Planning Commission* adopted GASB Statement No. 75, *Accounting and Financial Reporting for Postemployment Benefits Other than Pensions*. Our opinion is not modified with respect to this matter.

Other Matters

Required Supplementary Information

Accounting principles generally accepted in the United States of America require that the management's discussion and analysis and required supplementary information, as identified in the table of contents, be presented to supplement the basic financial statements. Such information, although not a part of the basic financial statements, is required by the Governmental Accounting Standards Board, who considers it to be an essential part of financial reporting for placing the basic financial statements in an appropriate operational, economic, or historical context. We have applied certain limited procedures to the required supplementary information in accordance with auditing standards generally accepted in the United States of America, which consisted of inquiries of management about the methods of preparing the information and comparing the information for consistency with management's responses to our inquiries, the basic financial statements, and other knowledge we obtained during our audit of the basic financial statements. We do not express an opinion or provide any assurance on the information because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance.

Other Information

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the *Region 2 Planning Commission's* basic financial statements. The other supplementary information as listed in the table of contents are presented for purposes of additional analysis and are not a required part of the basic financial statements.

Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated February 8, 2019 on our consideration of the Region 2 Planning Commission's control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing, and not to provide an opinion on internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the Region 2 Planning Commission's internal control over financial reporting and compliance.

Saginaw, Michigan February 8, 2019

Smith + Klauphing PC

Region 2 Planning Commission

Statement of Net Position

September 30, 2018

Assets Current assets:	
Cash and cash equivalents	\$ 650,255
Due from other governments	186,822
Prepaid items	11,228
Total current assets	848,305
	*
Investments	102,410
Capital assets being depreciated, net	2,058
Total assets	952,773
Liabilities	
Current liabilities:	
Accounts payable	27,941
Due to other governments	262,243
Accrued expenses	12,186
Unearned revenue	219,863
Total current liabilities	522,233
Non-current liabilities:	
Accrued compensated absences	9,322
Net OPEB obligation	58,481
Total non-current liabilities	67,803
Total liabilities	590,036
Net Position	
Net investment in capital assets	2,058
Unrestricted	360,679
Total net position	\$ 362,737

The accompanying notes are an integral part of these financial statements.

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Region 2 Planning Commission

Statement of Revenues, Expenses and Changes in Fund Net Position

For the Year Ended September 30, 2018

Revenues	
Grants:	
Federal	\$ 337,061
State	273,469
Local	95,475
Membership and service fees	195,908
Other revenues	3,908
Total revenues	905,821
Expenses	
Salaries and wages	219,409
Employee fringe benefits	77,885
Other direct costs	359,016
Indirect costs	203,518
Total expenses	859,828
Increase (decrease) in net position	45,993
Net position	
Beginning of year, as restated	316,744
End of year	\$ 362,737

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The accompanying notes are an integral part of these financial statements.

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Region 2 Planning Commission

Schedules of Required Supplementary Information

Retiree Healthcare System Schedule of Changes in the Planning Commission's Net OPEB Liability and Related Ratios

Last 10 Fiscal Years Ended September 30

Service cost S	Total OPEB liability		2018	2009 to 2017*
Interest		•	_	
Changes of benefit terms		Ψ	64	
Differences between expected and actual experience - <t< td=""><td></td><td></td><td>-</td><td></td></t<>			-	
Changes in assumptions				
Benefit payments (2,400) Other 2,203 Net change in total OPEB liability (133) Total OPEB liability - beginning 58,614 Total OPEB liability - ending \$ 58,481 Plan fiduciary net position Contributions - employer \$ - Contributions - employer \$ - Net investment income (loss) - Benefit payments, including refunds of member contributions - Administrative expenses - Other - Net change in fiduciary net position - Fiduciary net position - beginning - Fiduciary net position - ending \$ 58,481 Net OPEB liability - ending \$ 58,481 Fiduciary net position as a percentage of the total OPEB liability 0.00% Covered-employee payroll \$ 162,906				
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Covered-employee payroll \$ 162,906	• • •		0.00%	
	•			
Net OPEB liability as percentage of covered-employee payroll 0.00%	Covered-employee payroll	\$	162,906	
	Net OPEB liability as percentage of covered-employee payroll		0.00%	

^{*} GASB Statement No. 75 was implemented as of September 30, 2018. Information from 2009 through 2017 is not available. Additional years will be presented on this schedule on a prospective basis.

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TO: Region 2 Planning Commissioners

FROM: Steven Duke, Executive Director

LaTasha Thompson, Contractual Accountant

RE: MERS Retiree Health Funding Vehicle & Health Care Savings Program

Date: February 26, 2019

To be in compliance with the State of Michigan PA 202, the Region 2 Planning Commission must address the retiree health care liability for promised benefits to our Medicare Eligible Retirees by setting aside assets into a Section 115 Trust. We have researched solutions and determined that MERS of Michigan has two programs, the Retiree Health Funding Vehicle (RHFV) and the Health Care Savings Program (HCSP), that will help us fulfill the requirements of PA 202 and ease the administrative burden on our staff.

The RHFV is a trust that Region 2 Planning Commission would use as a repository to hold assets dedicated to paying the retiree health care stipend. This product has investment options to be selected by this board, the details of which are included in the MERS Investment Options booklet. There are no fees for the set-up of the program. Fees are assessed based upon the investment funds selected, as shown in the Investment and Fee Summary sheet.

The HCSP is an account for the Medicare Eligible Retiree(s). The Planning Commission would transfer funds from the RHFV to the retiree's individual HCSP account when they are owed. The retiree would then use that account to pay for their Medicare premium expenses. MERS would validate the retiree is using these funds for medical expenses, it would no longer be the responsibility of current Planning Commission staff.

Recommendation

We request the board elect the MERS investment fund for the RHFV and subsequently approve the following documents to establish the above mentioned programs. We also request authorization to deposit the state required amount in the RHFV as soon as feasible.

120 West Michigan Avenue • Jackson, Michigan 49201 • 啻 (517) 788-4426 •恳 (517) 788-4635

- Resolution Establishing Authorized Signatories for MERS Contacts and Service Credit Purchase Approvals
- MERS Retiree Health Funding Vehicle Uniform Resolutions
 - Complete Investment fund selection (D)
- MERS Health Care Savings Program Uniform Resolution
- MERS Health Care Savings Program Participation Agreement

Alternative

We also researched two other trustees for the retiree health care liability, ICMA and Comerica. The ICMA trust has set-up fees of \$5,000 with no other continuing fees. Comerica is our current bank for cash and money market assets. They did not have service products that would cater to our needs at this time. MERS presented the best service package for our needs and cost based on the other research of these two vendors.





1134 Municipal Way, Lansing, MI 48917 | 517.703.9030 | 800.767.MERS (6377)

www.mersofmich.com

Retiree Health Funding Vehicle (RHFV) and Investment Services Program (ISP)

Performance and Fee Summary



 $oldsymbol{(i)}$ Online users can click on any fund name below for more detailed information.

			R	eturns			Ar	ınual Expei	ıse
Fund Name	Quarter- to-date	Year-to- date	1 yr.	3 yr.	5 yr.	10 yr.	Invest- ment ¹	Admin Fee ²	Total
Portfolios Built for You (Stocks/Bonds)									
MERS Total Market Portfolio Note: 2.00% charge from amounts withdrawn/ transferred within 90 days of each contribution	-5.43%	-3.62%	-3.62%	6.49%	4.93%	8.00%	0.28%	0.18%	0.46%
MERS Global Stock Portfolio (100/0)	-15.17%	-9.59%	-9.59%	7.64%	5.05%	-	0.31%	0.18%	0.49%
MERS Capital Appreciation Portfolio (80/20)	-12.15%	-7.49%	-7.49%	7.03%	4.83%	-	0.23%	0.18%	0.41%
MERS Established Market Portfolio (60/40)	-8.99%	-5.84%	-5.84%	6.37%	4.46%	8.37%	0.24%	0.18%	0.42%
MERS Balanced Income Portfolio (40/60)	-5.80%	-4.11%	-4.11%	5.12%	3.85%	-	0.25%	0.18%	0.43%
MERS Capital Preservation Portfolio (20/80)	-2.91%	-2.35%	-2.35%	4.20%	3.49%	-	0.24%	0.18%	0.42%
MERS Diversified Bond Portfolio (0/100)	0.51%	-1.16%	-1.16%	2.82%	2.45%	4.34%	0.27%	0.18%	0.45%
Funds to Build Your Own Portfolio									
Large Cap Stock Index	-13.45%	-4.34%	-4.34%	9.16%	8.29%	12.94%	0.05%	0.18%	0.23%
Mid Cap Stock Index	-17.14%	-10.80%	-10.80%	7.86%	6.13%	13.75%	0.05%	0.18%	0.23%
Small Cap Stock Index	-19.82%	-8.16%	-8.16%	9.54%	6.25%	-	0.05%	0.18%	0.23%
International Stock Index	-12.53%	-13.72%	-13.72%	3.00%	0.28%	-	0.08%	0.18%	0.26%
Emerging Market Stock	-8.26%	-16.90%	-16.90%	6.57%	1.29%	-	0.29%	0.18%	0.47%
Short-Term Income	1.13%	1.75%	1.75%	1.18%	0.80%	1.01%	0.05%	0.18%	0.23%

Investment Manager Expense: This expense is charged by the investment manager(s) for the specified fund in order to invest the program's assets. This expense is calculated into the daily unit share pricing and reflected in the performance.

2Administrative Fee: This fee accrues during each month and is charged at the end of each month to the account based on the daily average balance. This fee is shown on your quarterly statement as a line-item charge under "Administrative Fee."

Disclaimer

Returns: Return information prior to 10/1/2014 are presented after the Total Annual Operating Expense. After 10/1/2014, returns are presented net of Investment Manager expenses only. Returns for periods greater than one year are annualized. Past performance is no quarantee of future results. Current performance may be higher or lower. Funds are subject to investment risk from a number of sources, including the management style of the fund and market volatility. Markets are volatile and can rise or decline significantly in response to company, political, regulatory, market, or economic developments. A fund's total return, like securities prices generally, will fluctuate within a wide range. As a result, you could lose money over short or even long periods. Funds are also subject to investment-related risk, which is the chance that returns from companies invested in by the fund will trail returns from other asset classes or the overall market.

Fees: The Total Annual Operating Expense consists of MERS operating costs, custody and recordkeeping costs, and investment management expenses.

Diversification: To help achieve a long-term security, you should give careful consideration to the benefits of a well-balanced investment portfolio. Spreading assets among different types of investment categories can help achieve a favorable rate of return while minimizing overall risk of losing money. This is because market or other economic conditions that cause one category of assets – or particular fund – to perform very well often causes another asset category – or another particular fund – to perform poorly. Diversification is not a guarantee against loss, however, it is an effective strategy to help you manage risk.

This summary is designed to provide descriptive information only. You should research all possible investment choices by reading each fund's summary sheet. MERS, as a governmental plan, is exempted by state and federal law from registration from the SEC. The MERS Funds consist of a portfolio of assets in a separate account in a collective trust, specifically for MERS Plans. Unlike a mutual fund, only the participants in a MERS Plan can invest in the MERS Funds.

It is important to periodically review investments, investment objectives, and investment options to help ensure that your retirement savings will meet your retirement goals.

MERS has made every effort to ensure that the information provided is accurate and up to date. Please see MERS website at www.mersofmich.com for recent information, or contact MERS at 800.767.MERS (6377)



MEMORANDUM

TO: Region 2 Planning Commission

FROM: Steven M. Duke, Executive Director

SUBJECT: Appointment of the 2019 R2PC Personnel & Finance Committee

DATE: March 5, 2019

Per the R2PC Bylaws, the Chair of the Region 2 Planning Commission annually appoints a Personnel and Finance Committee at the March Full Commission meeting. The purpose of the Committee is to review personnel and financial concerns of the Commission and provide recommendations to the Executive Director, the R2PC Executive Committee, and/or the Full Commission.

The Committee is comprised of a minimum of five R2PC Commissioners and the Chair of the Commission. One of these members must be the Treasurer. The Committee has no regular meeting schedule. Meetings are held at the request of the Executive Director or at the call of one of the Committee members. The Committee is typically convened for the purpose of reviewing personnel and/or financial matters. On these occasions, the Committee is briefed by the Executive Director who may ask for a recommendation from the Committee. The Committee also meets on occasions when the Commission is considering a large capital purchase, or in the event a grievance is filed resulting from disciplinary action.

Members of the 2018 Personnel and Finance Committee include Chair Tillotson, Patrick Burtch, Roger Gaede, Pete Jancek, Doug Terry, and Chris Wittenbach.

Nominations for the appointments will be taken from the floor.

Memorandum



To: Executive Director Region 2 Planning Commission, Steve Duke

From: Executive Director, Michael Brown

Date: February 7th, 2019

Subject: Request for TIP Amendments to 2017-2020 Transportation Improvement Program (TIP)

The Jackson Area Transportation Authority (JATA) is requesting that the Region 2 Planning Commission approve an amendment to the current TIP to add a project to replace fencing at JATA's Administrative Facility. JATA has applied for this Capital Request on its FY2019 State Application. There is no Local Cost for this amendment. The table below shows the specific project information we would like added to the TIP.

Fiscal Year	Project Name	Limits	Primary Work Type	Project Description	Federal Cost	Federal Fund Source	State Cost	State Fund Source	Total Project Cost
2019	Fencing/Gates Replacement	County wide	Facility Improvement	Replacing fencing/gates	\$120,800	5339	\$30,200	CTF	\$151,000

JATA also is requesting that the Region 2 Planning Commission approve an amendment to the current TIP to add a project to replace two passenger buses in JATA's fleet (Bus 487 and 488). JATA is applying for this Capital Request on its FY2020 State Application. There is no Local Cost for this amendment. The table below shows the specific project information we would like added to the TIP.

Fiscal Year	Project Name	Limits	Primary Work Type	Project Description	Federal Cost	Federal Fund Source	State Cost	State Fund Source	Total Project Cost
2020	2 Passenger Buses	County wide	Bus Purchase	Replacing 2 passenger buses	\$740,800	5339	\$185,200	CTF	\$926,000

Thank you,

Michael Brown, Executive Director

Memorandum



To: Executive Director Region 2 Planning Commission, Steve Duke

From: Executive Director, Michael Brown

Date: February 8th, 2019

Subject: Request for TIP Amendments to 2017-2020 Transportation Improvement Program (TIP)

The Jackson Area Transportation Authority (JATA) is requesting that the Region 2 Planning Commission approve an amendment to the current TIP to add a project to replace two vehicles that will have met their useful life by FY2020. JATA was awarded two vehicles via the Rural Task Force in Dec. 2018/Jan. 2019 for these transit vans in FY2020. There is no Local Cost for this amendment. The table below shows the specific project information we would like added to the TIP.

1	scal ear	Project Name	Limits	Primary Work Type	Project Description	Federal Cost	Federal Fund Source	State Cost	State Fund Source	Total Project Cost
2	020	2 Transit Van Replacements	County wide	Vehicle Purchase	Replacing 2 Transit Vans	\$100,000	STP	25,000	CTF	\$125,000

JATA is also requesting that the Region 2 Planning Commission approve an amendment to the current TIP to add a project to replace two vehicles that will have met their useful life by FY2022. JATA was awarded two vehicles via the Rural Task Force in Dec. 2018/Jan. 2019 for these transit vans in FY2022. There is no Local Cost for this amendment. The table below shows the specific project information we would like added to the TIP.

Fiscal Year	Project Name	Limits	Primary Work Type	Project Description	Federal Cost	Federal Fund Source	State Cost	State Fund Source	Total Project Cost
2022	2 Transit Van Replacements	County wide	Vehicle Purchase	Replacing 2 Transit Vans	\$100,000	STP	25,000	CTF	\$125,000

Thank you,

Michael Brown, Executive Director

JACKS N Founded 1829

Neighborhood & Economic Operations Engineering Division

161 W. Michigan Ave. • Jackson, MI 49201 Phone: (517) 788-4160 • Facsimile: (877) 509-5389

February 11, 2019

Steve Duke, Executive Director Region 2 Planning Commission 120 W. Michigan Avenue Jackson MI 49201

Re:

FY 2019 TIP Amendment

Dear Mr. Duke:

The City of Jackson is hereby requesting approval from the Region 2 Planning Commission, JACTS Technical Advisory & JACTS Policy Committees concerning the following Transportation Improvement Program (TIP) Amendment for FY 2017-2020:

FY	Street	Description	Length	Funding	Action
2019	Francis St - Morrell St To Mason St	Reconstruct	0.204	Federal \$587,000 City \$146,750	Move to 2020
2020	Greenwood and Wilkins - Morrell St to Jackson St	Reconstruct	0.186	Federal \$587,000 City \$146,000	Delete
2019	Greenwood/Jackson Morrell St to Franklin St	Reconstruct	0.450	Federal \$783,234 Local \$1,227,784	Add

During the TIP selection process for FY 2020-2023 additional funds were available for FY 2019. In the FY 2017-2020 TIP the City of Jackson had Francis Street in FY 2019 and Greenwood in FY 2020. To utilize the additional funding the City requested to shift Francis Street to FY 2020 and Greenwood to FY 2019 and extend the project length. This amendment is to amend the current TIP to accommodate these changes.

Thank you for your assistance with this request. If you have any questions or need additional information, please contact me at (517) 788-4160.

Sincerely,

Jon H. Dowling, P.E.

City Engineer

C:

Patrick H. Burtch, City Manager

Troy R. White, P.E., Assistant City Engineer







Christopher J. Bolt, MPA, PE

Managing Director

Angela N. Kline, PE Director of Engineering Deputy Managing Director Robert D. Griffis
Director of Operations
Deputy Managing Director

Keeping Our Community Safely in Motion...

February 10, 2019

Mr. Steven Duke, Executive Director Region 2 Planning Commission 120 W. Michigan Ave – 9th Floor Jackson MI 49201

Dear Mr. Duke:

Jackson Department of Transportation is requesting approval from the Region 2 Planning Commission, JACTS Technical Advisory, and JACTS Policy Committees concerning the following Transportation Improvement Program (TIP) Amendment for FY2019- 2023:

Fiscal Year	Job#	Project Name	Limits	Project Description	Funding	Action
2019	130207	Michigan Ave	Michigan Ave- W Parma VL to M- 99	Preventative Maintenance	\$501,753 STL \$208,693 Local	REMOVE
2019	203005	Change from: N Elm Ave Change to: Preventative Maintenance	Pope Church Rd (Crawford Rd to M50) Town Rd (N Parma Rd to Springport Rd) Devereaux Rd (Calhoun Rd to Rogers Rd) Springport Rd (Blackman Rd to Town Rd) Rives Eaton (Perrine Rd to Baseline Rd) Churchill Rd (Rives Eaton Rd to Baseline Rd) Mt. Hope Rd (I-94 to M106) Case Rd (Brooklyn Village Limits to Mill Rd)	Preventative Maintenance	Change from: \$455,073 STL \$113,768 Local Change to: \$4,511,413 STL \$1,503,804 Local	CHANGE PROJECT NAME, COST AND ADD LOCATIONS

Fiscal Year	Job#	Project Name	Limits	Project Description	Funding	Action
2019		Cement City Rd, Brooklyn Rd and Race Rd	Cement City Rd (Lenawee County Line to Brooklyn Village Limits), Brooklyn Rd (Lenawee County Line to M50) and Race Rd (Ann Arbor Road to Seymour Rd)	Preventative Maintenance	\$75,200 STL \$18,800 Local	ADD
2019		Meridian Rd and Bunkerhill Rd	Meridian Rd (Bunkerhill Rd to Ingham County Line) and Bunkerhill Rd (M106 to Ingham County Line)	Preventative Maintenance	\$75,200 STL \$18,800 Local	ADD
2019		Onondaga Rd and Woodard Rd	Onondaga Rd (M50 to Eaton County Line), Woodard Rd (M50 to M50)	Preventative Maintenance	\$75,200 STL \$18,800 Local	ADD
2019		Rives Junction Rd	Rives Junction Rd. (Springport Road to M-50, and Rives Twp Line to Rives Eaton Road)	Preventative Maintenance	\$75,200 STL \$18,800 Local	ADD
2020	129619	Norvell Rd	Phal Rd to Raby Rd	Mill and Resurface	\$589,150 STL \$147,287 Local	REMOVE
2020	130203	O'Neil Dr	O Neil Dr- Airport Rd to Dead End	Cold mill and resurface	\$280,000 STUL \$70,000 Local	REMOVE
2020		King	Mathews Rd to M-60	Resurface	\$504,000 STUL \$196,000 Local	ADD
2020		Preventative Maintenance	Various Roads	Preventative Maintenance	\$460,000 STL \$110,859 STATE D	ADD
2021		McCain Rd and Robinson Rd	Robinson Rd to Spring Arbor Rd and Spring Arbor Rd to McCain Rd	Reconstruct	\$604,000 STUL \$151,000 Local	ADD
2021		Preventative Maintenance	Various Roads	Preventative Maintenance	\$995,000 STL \$135,859 STATE D	ADD
2022		South St.	Jackson City Limits	M-50	\$514,400 STUL \$128,600 Local	ADD
2022		Preventative Maintenance	Various Roads	Preventative Maintenance	\$915,000 STL \$135,859 STATE D	ADD
2023		Badgley	Horton Rd to Stonewall Rd	Reconstruct	\$553,000 STUL \$138,250 Local	ADD
2023		Preventative Maintenance	Various Roads	Preventative Maintenance	\$1,015,000 STL \$135,859 STATE D	ADD

Sincerely,

Angela N. Kline, P.E. Director of Engineering Deputy Managing Director



Serving Hillsdale, Jackson and Lenawee Counties

February 11, 2019

Steve Duke, Executive Director Region 2 Planning Commission 120 W Michigan Avenue Jackson, MI 49201

Re: FY2020 TIP Amendment for the Village of Brooklyn

Dear Mr. Duke,

The Village of Brooklyn is requesting approval from the Region 2 Planning Commission, JACTS Technical Advisory, and JACTS Policy Committees concerning the following Transportation Improvement Program (TIP) Amendment for FY 2020:

FY	Project	Limits	Work Type &	Funding &	Action
			Project	Source	
			Description		
2020	Marshall	Marshall St to W.	Road	STP: \$116,000	-Change in work type
	St	Brooklyn Village	Rehabilitation	\$216,000	and project
		Limit to Brooklyn	Reconstruction	State D:	description.
		Rd/N. Main St		\$100,000	-Increase STP
		N Main St (M-50) to		Local: \$54,000	(federal) funding
		Constitution Ave		Total:	-Remove State D
		(west Village Limits at		\$270,000	funding because not
		Jefferson Rd)			an "all-season" road.

Upon reviewing the Programming Applications for the project, MDOT requires that the change shown be made to align the TIP with the work included in the plan for the project. The changes are:

- 1. Change the work type and project description from Road Rehabilitation to Reconstruction.
- 2. Change in Limits
- 3. Change in funding:
 - a. Increase in STP (federal) funding, and
 - b. Removal of State D funding because the road is not an "all-season" road.

Thank you for your assistance with this request.

Sincerely,

Ms. Tanya DeOliveira, AICP

Principal Transportation Planner



Serving Hillsdale, Jackson and Lenawee Counties

February 11, 2019

Steve Duke, Executive Director Region 2 Planning Commission 120 W Michigan Avenue Jackson, MI 49201

Re: FY2020 TIP Amendment for the Village of Parma

Dear Mr. Duke,

The Village of Parma is requesting approval from the Region 2 Planning Commission, JACTS Technical Advisory, and JACTS Policy Committees concerning the following Transportation Improvement Program (TIP) Amendment for FY 2020:

FY	Project	Limits	Work Type &	Funding & Source	Action
			Project		
			Description		
2020	N. Union St	North	Milling and	STP: \$200,000	New Project
	and S.	Parma	One Course	State D: \$25,000	
	Union St	Village	Asphalt	Local: \$25,000	
		Limits to	Overlay	Total: \$250,000	
		South	w.		
		Parma			
		Village			
		Limits			

MDOT requires that new project be included on the TIP. This is a new project to be funded through the Rural Task Force program that was approved at the Full Region 2 Rural Task Force meeting on January 9, 2019.

Thank you for your assistance with this request.

Sincerely,

Ms. Tanya DeOliveira, AICP

Principal Transportation Planner



Serving Hillsdale, Jackson and Lenawee Counties

February 11, 2019

Steve Duke, Executive Director Region 2 Planning Commission 120 W Michigan Avenue Jackson, MI 49201

Re: FY2019 TIP Amendment for the Village of Grass Lake

Dear Mr. Duke,

The Village of Grass Lake is requesting approval from the Region 2 Planning Commission, JACTS Technical Advisory, and JACTS Policy Committees concerning the following Transportation Improvement Program (TIP) Amendment for FY 2019:

FY	Project	Limits	Work Type &	Funding & Source	Action
			Project	1	li di
			Description		
2019	E. Michigan	Village	Milling & One	STP: \$280,000	New Project
	Ave and N.	Limit and	Course Asphalt	State D: \$70,000	
	Union St	E.	Overlay		
		Michigan			
		Ave to			
		Village			
		Limit and			
		Village			
		Limit			

MDOT requires that new project be included on the TIP. This is a new project to be funded through the Rural Task Force program that was approved at the Full Region 2 Rural Task Force meeting on January 9, 2019.

Thank you for your assistance with this request.

Sincerely,

Ms. Tanya DeOliveira, AICP

Principal Transportation Planner



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN DEPARTMENT OF TRANSPORTATION LANSING

PAUL C. AJEGBA DIRECTOR

February 20th, 2019

Mr. Steve Duke, Executive Director Region 2 Planning Commission Jackson County Tower Building 120 W. Michigan Avenue, 9th Floor Jackson, Michigan 49201

Dear Mr. Duke:

This letter is sent by the Michigan Department of Transportation (MDOT) to inform the Jackson Area Comprehensive Transportation Study committees of eight TIP amendments to the FY 2017-2020 Transportation Improvement Plan (TIP).

Fiscal Year	Job no.	Phase	Project Name	Limits	Length	Project Description	Federal Budget	Federal Fund Source	State Budget	Total Phase Cost	Amendment Type
2019	206049*	PE	US-127	US- 127south of Hart Road	0.002	Installation of Virtual Weigh Station (VWS) Cameras at two locations	\$8,200	NH	\$1,800	\$20,000	Phase Add
2019	201002	CON	US-127	Ayres Road to Floyd Road	1.54	Road Capital Preventive Maintenance	\$405,158	NH	\$89,843	\$495,000	Cost Changed from \$733,159
2020	206562*	CON	University Region Pavement Marking Retro Readings	All of REGION2 MPO	3.029	Pavement marking retroreflectivity readings on trunklines in University Region	\$1,944	HSIP	\$216	\$15,000	Phase Add
2020	206049*	CON	US-127	US127 south of Hart Road	0.002	Installation of Virtual Weigh Station (VWS) Cameras at two locations	\$42,640	NH	\$9,360	\$104,000	Phase Add



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN DEPARTMENT OF TRANSPORTATION LANSING

PAUL C. AJEGBA DIRECTOR

2020	206553*	CON	University Regionwide Longline Pavement Markings	All of REGION2 MPO	3.282	Longitudinal marking application on trunklines in University Region	\$354,456	HSIP	\$39,384	\$2,735,000	Phase Add
2020	206555*	CON	University Regionwide Special Pavement Markings	All of REGION2 MPO	2.315	Special marking application on trunklines in University Region	\$66,096	HSIP	\$7,344	\$510,000	Phase Add
2020	206553*	PE	University Regionwide Longline Pavement Markings	All of REGION2 MPO	3.282	Longitudinal marking application on trunklines in University Region	\$324	HSIP	\$36	\$2,500	Phase Add
2020	206555*	PE	University Regionwide Special Pavement Markings	All of REGION2 MPO	2.315	Special marking application on trunklines in University Region	\$648	HSIP	\$72	\$5,000	Phase Add
	* Multi-M	PO Jobs									

Thank you for your attention to this request. If you have any questions or need additional information, please contact me at 517-750-0405

Sincerely, Mike Davis, Transportation Planner Jeff Franklin, Transportation Planner

Hillsdale County Rural Task Force Program Projects FY 2019 – 2023 (as of March 2019)

FY 2019

	Work Description	STP Fund	State-D Fund	Local Fund	Total
Key Opportunities (JN 129624)	Equipment	\$10,000	\$0	\$2,500	\$12,500
Main St, N Adams (EVL-WVL) (JN 206616)	Asphalt Reconstruction	\$353,860	\$0	\$88,465	\$442,325
Camden Rd (Pioneer-Tripp) (JN 204762)	Milling & 1 Course Asphalt Overlay	\$344,920	\$0	\$132,190	\$477,110
Total		\$708,780	\$0	\$223,155	\$931,935

FY 2020

	Work Description	STP Fund	State-D Fund	Local Fund	Total
Key Opportunities (JN 129632)	Equipment	\$10,000	\$0	\$2,500	\$12,500
Camden Rd (Waldron-US127) (JN 129633)	Crush & Shape & Asphalt Resurfacing	\$713,000	\$0	\$260,280	\$973,280
Total		\$723,000	\$0	\$262,780	\$985,780

FY 2021

	Work Description	STP Fund	State-D Fund	Local Fund	Total
Transit (JN 206524)		\$10,000	\$0	\$2,500	\$12,500
Montgomery Rd (Cambria-S Hillsdale) (JN 206318)	Milling & 1 Course Asphalt Overlay	\$303,046	\$0	\$136,954	\$440,000
Camden Road (Waldron Rd - Tuttle Rd) (JN 206314)	Crush & Shape & Asphalt Resurfacing	\$423,954	\$0	\$106,046	\$530,000
Total		\$737,000	\$0	\$245,500	\$982,500

FY 2022

	Work Description	STP Fund	State-D Fund	Local Fund	Total
Transit (JN 206523)	Communication Equipment	\$10,000	\$0	\$2,500	\$12,500
Camden Road (Tuttle Rd - Pittsford Rd) (JN 206316)	Crush & Shape & Asphalt Resurfacing	\$742,000	\$0	\$188,000	\$930,000
Total		\$752,000	\$0	\$190,500	\$942,500

	Work Description	STP Fund	State-D Fund	Local Fund	Total
Transit (JN 206522)	Support Vehicle	\$10,000	\$0	\$2,500	\$12,500
Camden Road (Pittsford Rd - Tripp Rd) (JN 206317)	Crush & Shape & Asphalt Resurfacing	\$757,000	\$0	\$193,000	\$950,000
Total		\$767,000	\$0	\$195,500	\$962,500

Jackson County Rural Task Force Program Projects FY 2019 – 2023 (as of March 2019)

FY 2019

				Local	
	Work Description	STP Funds	State-D Funds	Funds	Total
W Main, Springport (M99-VL) (JN130208)	Resurface	\$216,000	\$0	\$54,000	\$270,000
E. Michigan Ave and N. Union St (JN 206575)	Milling & 1 Course Asphalt Overlay	\$280,000	\$70,000	\$0	\$350,000
Various Roads (JN203005)	1 Course Asphalt Overlay	\$284,746	\$326,275	\$0	\$611,021
S King, Tiffany, Cement City, Brooklyn (Chicago-VL) (JN 129637)	Asphalt Reconstruct	\$176,000	\$0	\$44,000	\$220,000
Meridian Rd and Bunkerhill Rd (JN 206606)	Single Course Chip Seal	\$75,200	\$0	\$18,800	\$94,000
Onondaga Rd and Woodward Rd (JN 206607)	Single Course Chip Seal	\$75,200	\$0	\$18,800	\$94,000
Rives Junction Rd (JN 206608)	Single Course Chip Seal	\$75,200	\$0	\$18,800	\$94,000
Race Rd, Cement City Rd, and Brooklyn Rd (JN 206609)	Single Course Chip Seal	\$75,200	\$0	\$18,800	\$94,000
Total		\$1,257,546	\$396,275	\$173,200	\$1,827,021

FY 2020

				Local	
	Work Description	STP Funds	State-D Funds	Funds	Total
Transit (JN 2063030)	2 vans	\$100,000	\$0	\$25,000	\$125,000
Marshall St, Brooklyn (VL-Brooklyn Rd) (JN 129896)	Asphalt Reconstruction	\$216,000	\$0	\$54,000	\$270,000
Various Roads (JN 206633)	Asphalt Overlay	\$460,000	\$110,859	\$0	\$570,859
N Union St and S Union St (V of Parma Job) (JN 206577)	Milling & 1 Course Asphalt Overlay	\$200,000	\$25,000	\$25,000	\$250,000
Total		\$976,000	\$135,859	\$104,000	\$1,215,859

FY 2021

				Local	
	Work Description	STP Funds	State-D Funds	Funds	Total
Various Roads (JN 206636)	Asphalt Overlay	\$995,000	\$135,859	\$0	\$1,130,859
Total		\$995,000	\$135,859	\$0	\$1,130,859

				Local	
	Work Description	STP Funds	State-D Funds	Funds	Total
Transit (JN 206173)	2 vans	\$100,000	\$0	\$25,000	\$125,000
Various Roads (206637)	Asphalt Overlay	\$915,000	\$135,859	\$0	\$1,050,859
Total		\$1,015,000	\$135,859	\$25,000	\$1,175,859

				Local	
	Work Description	STP Funds	State-D Funds	Funds	Total
Various Roads (JN 206639)	Asphalt Overlay	\$1,015,000	\$135,859	\$0	\$1,150,859
Total		\$1,015,000	\$135,859	\$0	\$1,150,859

Lenawee County Rural Task Force Program Projects FY 2019 – 2023 (as of March 2019)

FY 2019

			State-D	Local	
	Work Description	STP Funds	Funds	Funds	Total
Lenawee Transportation (JN 129629)	Office Computer Equip: Server	\$8,000	\$0	\$2,000	\$10,000
Ridge Hwy (M50-County Line) (JN 129631)	1.5 " Overlay	\$925,084	\$172,232	\$59,038	\$1,156,354
Lenawee Transportation (JN 206449)	Facility Improvement	\$2,000	\$0	\$500	\$2,500
Total		\$935,084	\$172,232	\$61,538	\$1,168,854

FY 2020

			State-D	Local	
	Work Description	STP Funds	Funds	Funds	Total
Lenawee Transportation (JN 129638)	Copier	\$4,800	\$0	\$1,200	\$6,000
Holloway Rd/Ridge Hwy (Rogers Hwy-M50) (JN 206251)	1 Course Asphalt Overlay	\$603,200	\$61,041	\$115 <i>,</i> 759	\$780,000
Round Lake Hwy (US223-US12) (JN 129641)	1 Course Asphalt Overlay	\$290,000	\$80,000	\$30,000	\$400,000
Lenawee Transit (JN 206461)	Dispatch software	\$56,000	\$0	\$14,000	\$70,000
Total		\$954,000	\$141,041	\$160,959	\$1,256,000

			State-D	Local	
	Work Description	STP Funds	Funds	Funds	Total
Lenawee Transit (JN 206462)	Tires	\$4,400	\$0	\$1,100	\$5,500
Morenci Rd (US127-Ohio State Line) (JN 206187)	1 Course Asphalt Overlay	\$957,000	\$141,041	\$98,209	\$1,196,250
Lenawee Transit (JN 206478)	Computer	\$5,600	\$0	\$1,400	\$7,000
Lenawee Transit (JN 206464)	Bus	\$6,000	\$0	\$1,500	\$7,500
Total		\$973,000	\$141,041	\$102,209	\$1,216,250

FY 2022

			State-D	Local	
	Work Description	STP Funds	Funds	Funds	Total
'Slee Rd - US 223 to Onsted Hwy (JN 206186)	1 Course Asphalt Overlay	\$360,000	\$90,000	\$0	\$450,000
Onsted Hwy - US 223 to M-50 (JN 206172)	Milling & 1 Course Asphalt Overlay	\$632,000	\$51,041	\$106,959	\$790,000
Total		\$992,000	\$141,041	\$106,959	\$1,240,000

			State-D	Local	
	Work Description	STP Funds	Funds	Funds	Total
Lenawee Transit (JN 206482)	Tires	\$10,000	\$0	\$2,500	\$12,500
Tipton Hwy - Hunt Rd to M-50 (JN 206247)	1 Course Asphalt Overlay	\$1,002,000	\$0	\$250,500	\$1,252,500
Total		\$1,012,000	\$0	\$253,000	\$1,265,000

Lenawee County Congestion Mitigation and Air Quality (CMAQ) Report 2019 FY 2019 – 2023 (as of March 2019)

FY 2019

	Work Description	CMAQ Funds	Match	Project Total
Adrian & Lenawee Transit	Replace 2 buses	\$195,200	\$48,800	\$244,000
Lenawee County Road	Roundabout	\$528,000	\$356,104	\$884,104
Commission,				
Occidental/Sutton*				
Total		\$723,200	\$404,904	\$1,128,104

FY2020

	Work Description	CMAQ Funds	Match	Project Total
Lenawee CRC, Rogers/Sutton	Roundabout	\$378,988	\$321,012	\$700,000
Total		\$378,988	\$321,012	\$700,000

FY2021

	Work Description	CMAQ Funds	Match	Project Total
Adrian & Lenawee Transit	Replace 2 buses	\$189,494	\$47,374	\$236,868
Total		\$189,494	\$47,374	\$236,868

FY2022

	Work Description	CMAQ Funds	Match	Project Total
City of Adrian Dial-a-Ride	Replace 2 buses	\$148,000	\$222,000	\$370,000
Lenawee County	Replace 1 Mini Van	\$40,000	\$10,000	\$50,000
Transportation				
Total		\$188,000	\$232,000	\$420,000

FY2023

	Work Description	CMAQ Funds	Match	Project Total
City of Adrian Dial-a-Ride	Replace 2 buses	\$131,200	\$32,800	\$164,000
Adrian Intersection	Intersection	\$58,294	\$11,619	\$69,913
Improvement	Improvements			
Total		\$189,494	\$44,419	\$233,913

Program Notes:

- *Lenawee County is using money allocated for a one-time use via an agreement through the MDOT CMAQ program.
- Since Lenawee County is no longer a non-attainment area, beginning in 2021 MDOT is reducing the program allocation.
- MDOT did not provide any information on any CMAQ MDOT jobs that will be constructed in Lenawee County.



To: Region 2 Planning Commissioners

From: Grant Bauman,

Principal Planner

Date: March 1, 2019

Subject: Recent and Proposed Changes to the MZEA and

Recycling Infrastructure Grant Program RFP

Recent and Proposed Changes to the MZEA

There are various recent and proposed changes to the Michigan Zoning Enabling Act (MZEA) of which local governments with zoning ordinances should be aware.

Recent MZEA Changes Taking Effect in March

There are several amendments to the MZEA (PA 110 of 2006, MCL 125.3102 et seq.), set to take effect in March, which will affect local zoning decisions.

Small Wireless Communications Facilities

Sec. 205(1) of the MZEA (MCL 125.3205(1)) was amended as follows:

- (1) A zoning ordinance is subject to all of the following:
- (a) The electric transmission line certification act, 1995 PA 30, MCL 460.561 to 460.575.
- (b) The regional transit authority act, 2012 PA 387, MCL 124.541 to 124.558.
- (c) The small wireless communications facilities deployment act.

. .

Sec. 514 of the MZEA applies to wireless communications equipment. Sec. 514(10) of the MZEA (MCL 125.10) provides the following exemption:

(10) This section does not apply to an activity or use that is regulated by the small cell wireless communications facilities deployment act.

Sec. 7(j) of the Small Wireless Communications Facilities Deployment Act (PA 365 of 2018, MCL 460.1307(j)) defines a small wireless communications facility as follows:

"Small cell wireless facility" means a wireless facility that meets both of the following requirements:

- (i) Each antenna is located inside an enclosure of not more than 6 cubic feet in volume or, in the case of an antenna that has exposed elements, the antenna and all of its exposed elements would fit within an imaginary enclosure of not more than 6 cubic feet.
- (ii) All other wireless equipment associated with the facility is cumulatively not more than 25 cubic feet in volume. The following types of associated ancillary equipment are not included in the calculation of equipment volume: electric meters, concealment elements, telecommunications demarcation boxes, grounding equipment, power transfer switches, cut-off switches, and vertical cable runs for the connection of power and other services.

3/1/19 Memo Page 2

Sec. 17 of the Small Wireless Communications Facilities Deployment Act (MCL 460.1317) exempts certain activities from zoning review (as identified in Sec. 15) and provides zoning approval requirements for other activities outside of public rights-of-way.

Commemorative Signs

Sec. 205d (MCL 125.3205d) was added, removing the ability to regulate or prohibit certain types of commemorative signs as follows:

- (1) A zoning ordinance shall not regulate or prohibit a sign that is located on or within a building and that commemorates any of the following:
- (a) Any of the following who die in the line of duty:
- (i) Police officers.
- (ii) Firefighters.
- (iii) Medical first responders.
- (iv) Members of the United States Armed Forces.
- (v) Corrections officers.
- (b) Veterans of the United States Armed Forces.
- (2) As used in this section, "medical first responder" means that term as defined in section 20906 of the public health code, 1978 PA 368, MCL 333.20906.

Residential Use of Property

Sec. 206(1) (MCL 125.3206(1)) was amended, expanding the types of uses that must be considered a residential use of property:

- (1) Except as provided in subsection (2), <u>each of the following is a residential use of property for the purposes</u> of zoning and a permitted use in all residential zones and is not subject to a special use or conditional use permit or procedure different from those required for other dwellings of similar density in the same zone:
- (i) A state licensed residential facility.
- (ii) A facility in use as described in section 3(4)(k) of the adult foster care facility licensing act, 1979 PA 218, MCL 400.703.

. . .

Although a state licensed residential facility was already designated as a residential use of property, the designation of the following facilities (as defined in Sec. 3(4)(k) of PA 218 of 1979) is new:

A private residence with the capacity to receive at least 1 but not more than 4 adults who all receive benefits from a community mental health services program if the local community mental health services program monitors the services being delivered in the residential setting.

Proposed MZEA Amendments

There are also a couple of bills proposing MZEA amendments currently under consideration by the legislature which would affect local zoning decisions:

Short-Term Rental Housing

House Bill No. 4046 was introduced by Rep. Sheppard—and referred to the Committee on Local Government and Municipal Finance—on January 15, 2019, proposing the addition of Sec. 206b (MCL 125.206b):

(1) FOR THE PURPOSES OF ZONING, ALL OF THE FOLLOWING APPLY TO THE RENTAL OF A DWELLING, INCLUDING, BUT NOT LIMITED TO, SHORT-TERM RENTAL:

3/1/19 Memo Page 3

- (A) IT IS A RESIDENTIAL USE OF PROPERTY AND A PERMITTED USE IN ALL RESIDENTIAL ZONES.
- (B) IT IS NOT SUBJECT TO A SPECIAL USE OR CONDITIONAL USE PERMIT OR PROCEDURE DIFFERENT FROM THOSE REQUIRED FOR OTHER DWELLINGS IN THE SAME ZONE.
- (C) IT IS NOT A COMMERCIAL USE OF PROPERTY.
- (2) THIS SECTION DOES NOT PROHIBIT REGULATION APPLIED ON A CONSISTENT BASIS TO RENTAL AND OWNER-OCCUPIED RESIDENCES FOR NOISE, ADVERTISING, TRAFFIC, OR OTHER CONDITIONS.
- (3) AS USED IN THIS SECTION, "SHORT-TERM RENTAL" MEANS THE RENTAL OF ANY SINGLE-FAMILY RESIDENCE OR 1-TO-4-FAMILY HOUSE OR 5 DWELLING UNIT, OR ANY UNIT OR GROUP OF UNITS IN A CONDOMINIUM, FOR TERMS OF LESS THAN 28 DAYS AT A TIME.

State Licensed Residential Facilities

House Bill No. 4095 was introduced by Reps. Reilly, Lower, Alexander, Frederick, Ellison, Cambensy, Rendon, Crawford, Webber, Maddock, Mueller and LaFave—and referred to the Committee on Local Government and Municipal Finance—on January 24, 2019, proposing amendments to Sec. 102 (MCL 125.3102):

Sec. 102. As used in this act:

. . .

- (t) "State licensed residential facility" means a structure constructed for residential purposes that is licensed by the state under the adult foster care facility licensing act, 1979 PA 218, MCL 400.701 to 400.737, or 1973 PA 116, MCL 722.111 to 722.128, and provides residential services for 6 or fewer THE FOLLOWING NUMBER OF individuals under 24-hour supervision or care:
- (i) EXCEPT AS PROVIDED IN SUBPARAGRAPH (ii), 6 OR FEWER INDIVIDUALS.
- (ii) IF THE FACILITY IS LICENSED UNDER 1973 PA 116, MCL 722.111 TO 722.128, AND LOCATED ON A PARCEL OF 20 ACRES OR MORE, 10 OR FEWER INDIVIDUALS.

. . .

Recycling Infrastructure Grant Program RFP

The Waste Management and Radiological Protection Division of the Michigan Department of Environmental Quality (DEQ) released a request for proposals (RFP) for its Recycling Infrastructure Grant Program. "[T]he DEQ will provide grants to cities, villages, townships, charter townships, counties . . . located in Michigan to fund recycling infrastructure projects. Potential infrastructure projects include, but are not limited to, the transition from bins to carts, public space recycling containers, creation or improvement of public drop-off recycling, improving existing infrastructure, school recycling projects, multi-family recycling projects, food waste projects, and electronic waste projects. Household hazardous waste projects and one-day collection events are not eligible for this grant." The application deadline is May 1, 2019. Download the RFP at:

https://www.michigan.gov/documents/deq/deq-wmrpd-FINAL DRAFT 2019 Recycling Infrastructure Grant RFP 638552 7.pdf.

5 20

MDOT is responsible for all trunkline (M, US, I routes) throughout the state. This includes highways, railroads, pedestrian bridges, and all adjacent infrastructure (i.e., carpool lots, rest areas, noise barriers).

of all freight tonnage o moved by truck







Lots





3% of all freight value travels by truck on state trunkline

Scenic **Turnouts** Roadside **Parks**

Carpool

Areas

Welcome **Centers**



of all freight tonnage active o moved by water cargo ports

state trunkline route miles (M, US, I routes)

highway, railroad and pedestrian bridges



transit agencies

million passenger trips per year for both urban and rural



intercity Amtrak passenger routes = 520 miles



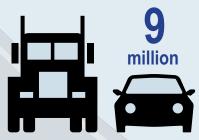
of all tonnage freight moved by rail

billion

annual vehicle miles traveled (AVMT) on trunkline

Trunkline is 8% of mileage,

but carries 53% of all traffic in Michigan



registered vehicles in Michigan

airports statewide



3 U.S. bicycle routes = more than 1,000 miles



state-owned airports

million passengers

178 open trails = 2,754 miles



miles of paved shoulders on trunkline

Fast Facts

2019

HIGHWAYS, ROADS and BRIDGES

		Route Miles
ın	Interstate	1,251
dways	Freeway	1,951
⋛	Non-Freeway Trunkline	7,717
ğ	National Highway System (NHS)	6,472
Roa	Non-Trunkline NHS	1,216
	Federal-Aid Highways	36,662

■ There were 101.7 billion Annual Vehicle Miles of

Source: Highway Performance Management System (HPMS).

- 54.3 billion AVMT on trunkline roads.
- 47.4 billion AVMT on non-trunkline roads.
- Michigan's 122,032 miles of public roads are:
 - 10th largest in the nation.

Travel (AVMT) for all roads (2018).

- 28th largest state highway system.
- Michigan's local roads are the nation's:
 - 4th largest county road system.
 (89,468 route miles as of 2017 FHWA statistics)
 - 22st largest city street system.
 (21,200 route miles as of 2017 FHWA statistics)

		MDOT	Area (SFT)	Local	Area (SFT)
	Highway Bridges	4,538	51,258,955	6,635	18,326,104
S	Railroad Bridges	125	862,815	251	1,128,766
ğ	Pedestrian Bridges	137	454,915	56	59,833
m Ž	Other Bridges	11	49,354	7	491,812
_	Total Bridges	4,811	52,725,395	7,007	20,006,515

Note: Excludes bridges less than 20 feet long and those currently under construction or not yet let for construction.

Mackinac Bridge:

- Passenger vehicle \$2 per axle or \$4 per car
- All others \$5 per axle

Blue Water Bridge:

- Cars \$3, extra axles \$3
- Trucks and buses \$3.25 per axle

International Bridge:

Cars - \$3.50, all others vary



According to the Rails to Trails Conservancy, Michigan leads the nation in miles of open nonmotorized trails, with approximately 178 trails totaling 2,754 miles.

 There are 24 proposed trail projects totaling 228 additional miles.

CARPOOL LOTS



- There are 264 carpool lots in Michigan, including 23 public-private partnerships (18 of these locations are in Meijer parking lots near highways).
- MDOT continues its efforts to provide bike racks at carpool lots, and to attract transit service to lots where appropriate.

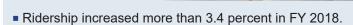
LOCAL TRANSIT



MDOT provides about 39 percent of funding for local bus transit system through the Comprehensive Transportation Fund (CTF). This consists of 81 agencies ranging from city and county-level transit systems to multi-county authorities and one fixed guided-way system. MDOT also provides support for 38 specialized transportation service providers, the Michivan van pool program, two intercity bus carriers, and four marine passenger systems.

 Local, state, and federal investments in local transit services are projected to contribute nearly \$700 million in economic and other benefits to Michigan communities in FY 2019.

PASSENGER RAIL



- **The Wolverine:** operates three daily round-trips between Pontiac, Mich., and Chicago, Ill.
- The Blue Water: operates a single daily roundtrip between Port Huron, Mich., and Chicago, Ill.
- The Pere Marquette: operates a single daily round-trip between Grand Rapids, Mich., and Chicago, Ill.
- Revenue from the three routes totaled about \$32 million in FY 2018.
- There are 22 active passenger stations in Michigan,
 12 of which are multi-modal, serving passenger rail as well as intercity bus and transit.
- The Amtrak Thruway bus service provides connections between Amtrak routes and communities around Michigan. There is an Amtrak Thruway link between the Blue Water and Wolverine services that connects in Toledo, Ohio, with long-distance routes to the east coast.

Fast Facts

2019



FREIGHT

- The most recent comprehensive freight data (from 2014) shows that Michigan's transportation infrastructure moved 479 million tons of freight, valued at roughly \$861.5 billion at that time.
- 65 percent of all freight tonnage is carried on trunkline,
 73 percent by value.
- MDOT assists 26 railroads carrying more than 101.9 million tons of freight per year. Four of the 26 are major freight railroads.
- Cargo ports handle approximately 70 million tons of freight annually.
- Air accounted for less than 1 percent of the tonnage moved through 18 commercial airports.



AIRPORTS

- Aviation contributes more than \$22 billion annually to the Michigan economy according to data provided by the Federal Aviation Administration (FAA).
- 605 million pounds of cargo moved by air.
- MDOT administers funds used for capital projects at the 90 highest priority airports.
- Nationwide, Detroit Metropolitan Airport was ranked 18th in total passengers for 2017.



Michigan road users pay for a 122,000-mile road system through user fees on vehicles and fuel. These fees also pay for much of the cost of public transit not covered by fares and local taxes. The fees cannot be diverted to non-transportation uses.

- For the typical Michigan car owner driving an average of 15,000 miles a year, the total state and federal road-user fees are \$435 a year. That's \$1.19 a day, or 2.9 cents per auto mile.
- For a typical 80,000-pound long-distance truck covering 81,000 miles a year, the total road-user fee is \$9,050 a year, or 11.19 cents per truck mile.

REGISTRATION FEES



- Most car and light-truck registration fees are based on the list price for each model set by the manufacturer. The fee for a new car is 0.6 percent of the list price. The fee falls by 10 percent in each of the next three years, so after a car is four years old the rate is 0.44 percent. The average fee for cars of all ages and prices is about \$135 per year.
- Truck registration fees are based on the maximum weight of the truck and its cargo. The fee is roughly 2.5 cents per pound per year. For a standard 80,000-pound five-axle truck, the annual fee is \$1,992. Farm, logging, and dairy truck owners pay greatly reduced fees of \$20 to about \$200 per year.
- Electric car and plug-in hybrid owners pay annual surtaxes of \$135 and \$47, respectively, to compensate for non-payment of the road-use fee on gasoline. Manufacturer and dealer plates cost \$10 per year. Permanent trailer plates cost \$75 for a small trailer and \$300 for a semi-trailer. Motorcycle plates are \$23. Governments, charities, and buses receive discount plates.
- Owners of most classes of vehicles pay additional taxes of \$5.75 to the Secretary of State and \$2.25 to the Michigan State Police on top of transportation fees.

Vehicles registered in Michigan (2018 figures; most current data available):

Passenger vehicles	7,413,553
Commercial vehicles	445,034
Motorcycles	246,342
Trailers	2,947,022

2019 Fast Facts 2 Page 56

Fast Facts

2019



FUEL TAXES

Taxes on Motor Fuels (2018 figures; in dollars per gallon)

	Gasoline	Diesel Fuel
Michigan fuel tax for roads and transit	\$0.259	\$0.263
Michigan 6 percentsales tax (as of Jan. 2019) for schools, revenue sharing, and transit	\$0.099	\$0.155
Michigan environmental tax for underground tank cleanup	\$0.009	\$0.009
Federal highway fuel tax for federal-aid roads	\$0.154	\$0.214
Federal transit fuel tax for big-city transit systems	\$0.029	\$0.029
Federal underground tank tax for underground tank cleanup	\$0.001	\$0.001
Total taxes per gallon at January 2018 fuel prices for calculation of sales tax	\$0.591	\$0.663



The Michigan Transportation Fund (MTF) receives road user fees, which are restricted by the state Constitution and are distributed to road and transit agencies through a formula in Act 51 of 1951.

• State highways36%	
• 83 county road commissions35%	
• 531 villages and cities20%	
81 public transit agencies and statewide public transportation9%	

Approximate Annual MTF Revenues (FY 2019)

Vehicle registration taxes	\$1.319	million
Gasoline taxes	\$1.215	million
Diesel fuel taxes	\$236	million
Other	\$49	million
Total revenue	\$2.968	million

Plus 4.65 percent of automotive-related sales tax revenue for the CTF of around \$95 million.

Deductions are taken "off the top" of the MTF to support Secretary of State offices and the Michigan Department of Treasury for revenue collection.

MICHIGAN STATE REVENUE PACKAGE



The MTF grew by \$600 million in 2017 from increased fuel and vehicle fees. Beginning in October 2018, income-tax revenue is expected to be credited to the MTF:

• 2019	\$150 million
• 2020	\$325 million
• 2021 and beyond	\$600 million

In addition, sales-tax revenue from internet sales tax will be credited to the MTF for two years:

• 2019	\$114 n	nillion
• 2020	\$143 r	nillion

These amounts will be distributed to road agencies only, not to public transit agencies.

COST OF ROAD CONSTRUCTION



Roadway construction costs are typically based on standard design characteristics, materials, and the type of work performed.

Estimated Average Cost Per Lane Mile by Major Work Type for Various Networks (2018 figures; in millions)

	Work Type		
	Reconstruction	Rehabilitation	Average R&R
Combined Statewide	\$2.71	\$0.67	\$1.12
Freeway	\$3.45	\$0.82	\$1.48
Non-Freeway	\$1.78	\$0.55	\$0.79
Statewide Urban	\$2.40	\$0.75	\$1.14
Statewide Rural	\$1.53	\$0.46	\$0.60

Material Cost for Construction (2018)

Material	Cost
Hot Mix Asphalt (HMA) per Ton	\$71.53
Concrete per Square Yard	\$37.04
Structural Steel per Pound	\$1.35
Reinforcement Steel per Pound	\$1.04



(517) 569-3100

February 12, 2019

NOTICE OF UPDATE CHANGES TO THE DRAFT RIVES TOWNSHIP MASTER PLAN

Rives Township, Jackson County, Michigan, announces updates to the 2019 draft Master Plan and requests the cooperation of, and comments from, the recipients of this notice. The following municipal and county planning commissions, utilities and transportation agencies are receiving this notice as required by Section 39 of the Michigan Planning Enabling Act (MCL 125.3839).

- Henrietta Township Planning Commission
- Blackman Township Planning Commission
- Sandstone Township Planning Commission
- Tompkins Township Planning Commission
- Onondaga Township Planning Commission
- Leslie Township Planning Commission
- Bunkerhill Township Planning Commission
- Jackson County Planning Commission
- Ingham County Planning Commission
- Region 2 Planning Commission
- Jackson County Department of Transportation
- Michigan Department of Transportation
- Consumers Energy
- Enbridge Energy Partners
- AT & T Corporate Office & Headquarters
- Jackson Lansing Railroad
- Comcast Cable
- Frontier Communications Corp.

These updates can be viewed on the Rives Township website (www.rivestownshipmi.com) or in person during office hours, Monday through Thursday 11 am to 4 pm, at Rives Township offices 348 E. Main St. Rives Junction, Michigan, 517-569-3100. Written comments regarding these updates should be directed to the Rives Township Clerk at the Township office at the address given above.

Greater Ann Arbor Region 10 Cents a Meal

Phase Two Program Evaluation (2018–19)

February 2019





Prepared by

Public Sector Consultants Lansing, Michigan www.publicsectorconsultants.com

Prepared for

Region 2 Planning Commission Jackson, Michigan www.region2planning.com

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Executive Summary

10 Cents a Meal for School Kids and Farms (10 Cents a Meal) is a state-funded pilot program that provides schools with match incentive funding—up to ten cents per meal—to purchase and serve Michigan-grown fruits, vegetables, and legumes.¹ In school year 2018–19, the program served 57 school districts across five of Michigan's ten prosperity regions, including 13 school districts in Prosperity Region 9.

Between December 4 and December 17, 2018, Public Sector Consultants (PSC) surveyed at least 321 unduplicated students at five participating 10 Cents a Meal schools in Prosperity Region 9 about ten fruits and vegetables purchased and served through the program. Without exception, participating school food service directors and lunchroom staff spoke highly of the program and its impact on the affordability, quality, and variety of foods offered to students. Students responded in kind—84 percent said they liked the item they chose, ranging from 57 percent of students (for butternut squash) to 100 percent of students (for carrots).

Given statewide growth of 10 Cents a Meal, the increasing variety of Michigan-grown fruits and vegetables offered to students at participating schools, and limitations with current data collection methodologies, PSC recommends transitioning from onsite surveys of student fruit and vegetable consumption to a larger, quasi-experimental or randomized control research design that better demonstrates the program's causal impact on student dietary attitudes and behaviors.

In addition, PSC recommends two tasks the Greater Ann Arbor Region (GAAR) should undertake to enhance programming. First, GAAR should collect quantitative and qualitative data to test anecdotal observations of whether school food service directors continue to purchase Michigan-grown fruits and vegetables from participating farmers, even after they no longer receive a meal subsidy. Secondly, GAAR should perform a contribution analysis and/or economic impact analysis of the program in Prosperity Region 9 to quantify direct and indirect contributions to the local economy. The data from these tasks, alone or in combination, would attribute economic impacts directly to the program, helping GAAR bolster the program's value proposition for future appropriations and/or expansion.

Introduction

Public Sector Consultants is pleased to share the results from cafeteria surveys conducted in December 2018 at the following five schools throughout the Greater Ann Arbor Prosperity Region:

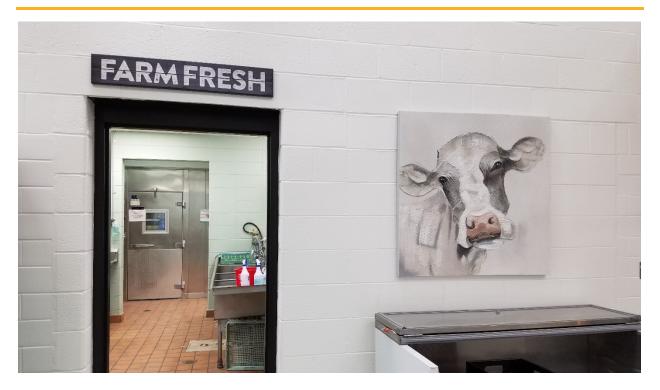
- Concord Elementary School, Concord (December 4)
- Creekside Intermediate School, Dexter (December 12)
- Davis Middle School, Hillsdale (December 17)
- Grass Lake Middle School, Grass Lake (December 13)
- Whitmore Lake Elementary School, Whitmore Lake (December 10)

PUBLICSECTORCONSULTANTS.COM

¹ For more about this program, visit https://www.tencentsmichigan.org/about

PSC conducted these surveys to evaluate school children's perceptions of fruits, vegetables, and legumes funded through Michigan's 10 Cents a Meal program.² Survey findings may be useful for reporting to the Michigan Legislature and will inform future program implementation and evaluation in other school districts.

EXHIBIT 1. Creekside Intermediate School Lunch Line and Kitchen



Note: The above photo was taken by Justin Fast, PSC, during the student survey in Creekside Intermediate School in Dexter, Michigan, on December 12, 2018.

Evaluation Design and Toolkit

Between December 4 and December 17, 2018, PSC conducted anonymous dot surveys in participating school cafeterias to determine student preferences for and consumption of Michigan-grown fruits, vegetables, and/or legumes purchased through 10 Cents a Meal. PSC worked closely with the schools' food service directors to coordinate the visits and to determine what foods would be served. All schools were self-serve lunch schools, meaning students choose what fruit and vegetable they eat.

² In 2017, the Michigan Legislature allocated funds through the Michigan Department of Education to expand the 10 Cents a Meal program into Prosperity Region 9, where Dexter and Ypsilanti Community Schools are located.

EXHIBIT 2. Creekside Intermediate School Fruit and Vegetable Cold Bar



Note: The above photo was taken by Justin Fast, PSC, during the student survey at Creekside Intermediate School in Dexter, Michigan, on December 12, 2018.

Two PSC employees visited each school to conduct the surveys. While in the cafeteria, PSC staff posted easel sheets that asked students about their preferences for up to five Michigan-grown fruit and vegetable options served that day. Too many dot surveys for too many items becomes unwieldy to administer and confusing for students, decreasing the reliability of resulting data. Therefore, where several Michigan-grown fruits and vegetables were served, PSC did not survey students about all available options, but instead worked with the food service director to select a few. This decision was site-specific and accounted for the number of students in the cafeteria, the venue's physical layout, and traffic flows. After students ate their lunch, cafeteria staff asked them to visit the easel sheets. PSC evaluation staff directed students to respond "yes" or "no" to the following questions using voting dots (see Exhibit 3 below):

- Did you choose the (name of Michigan-grown vegetable/fruit/legume)?
- Did you eat the (name of Michigan-grown vegetable/fruit/legume)?
- Did you like the (name of Michigan-grown vegetable/fruit/legume)?

These questions were obtained from the 10 Cents a Meal evaluation toolkit to ensure comparability with last year's data and with evaluation activities underway in other prosperity regions. PSC and the Michigan State University Center for Regional Food Systems developed the toolkit for this purpose. PSC honed the evaluation design and made minor revisions to the toolkit this year, which included an additional question (Did you choose the . . . ?) to distinguish between children who did not take an item from the lunch line and those who took the item but did not eat it.

EXHIBIT 3. Grass Lake Middle School Dot Surveys (Apples, Green Peppers, and Cucumbers)



Note: The above photo was taken by Justin Fast, PSC, during the student survey in Grass Lake Middle School in Grass Lake, Michigan, on December 13, 2018.

Evaluation Sample Size

At least 321 unduplicated students were surveyed across participating schools. Because participation was voluntary and student hot lunch participation was lower than originally projected, the evaluation sample size was slightly lower than the original target of 381 students. However, these data are more representative of participating students throughout the Prosperity Region 9 than in prior years.³

- During the December 4 visit in Concord, PSC surveyed fifth graders during one lunch period. A total of 32 fifth graders were served hot lunches.
- During the December 10 visit in Whitmore Lake, PSC surveyed fifth graders during one lunch period. A total of 42 fifth graders were served hot lunches.
- During the December 12 visit in Dexter, PSC surveyed fifth and sixth graders during four lunch periods. A total of 307 fifth and sixth graders were served hot lunches.
- During the December 13 visit at Grass Lake Middle School, PSC surveyed sixth graders during two lunch periods. A total of 95 sixth graders were in attendance that day.

³ Hot lunch participation data were not available from Grass Lake Middle School and Davis Middle School.

In-class Survey

PSC was only able to obtain permission to survey children in the cafeterias; therefore, no in-class survey was conducted.

Complementary Interventions

Supplemental Nutrition Assistance Program Education (SNAP-Ed) activities intend to encourage and equip children to consume more fruits and vegetables; however, these activities were present in only two of six counties—Washtenaw and Hillsdale—which are located in Prosperity Region 9. (See Appendix A). Of the five schools participating in this 10 Cents a Meal evaluation, only one—Davis Middle School—participated in any of these SNAP-Ed activities.

Findings and Observations

Student Dot Survey Responses

PSC surveyed students about their selection, consumption, and preferences for ten fruits and vegetables across the five participating schools. Within individual fruit and vegetable surveys at individual schools, an average of two in five students (40 percent) selected the featured Michigan-grown fruit or vegetable item from the lunch line; two out of every three respondents (66 percent) ate the items they selected; and three in five (60 percent) liked the items they ate. However, these data understate selection rates for individual fruits or vegetables, because students also had other fruits and vegetables to choose from that were not included in the onsite surveying.

Aggregating data across schools and determining the percentage of students who liked what they chose presents a more reliable portrait of student perceptions. When all Michigan-grown fruits or vegetables at all participating schools are considered, 84 percent of respondents reported liking the item they chose. (See Exhibit 4).



EXHIBIT 4. Student Perceptions of Michigan-grown Items They Tried (All Items, All Schools)

^{*} See the "Lessons Learned" section for a description of this finding

For each Michigan-grown fruit or vegetable included on the survey, most respondents who chose that item also reported liking it. Responses for individual items ranged from 57 percent of students (for butternut squash) to 100 percent of students (for carrots), as reflected in Exhibit 5.

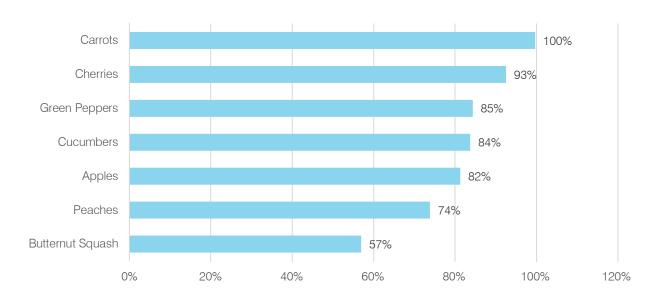


EXHIBIT 5. Percentage of Students Who Liked the Item They Chose (All Items, All Schools)

Note: Data for applesauce and blueberries are omitted because more students reported liking these items than those who reported choosing them.

These data are only a snapshot of student preferences for specific preparations of items. The data cannot accommodate differing student preferences for the same fruit or vegetable prepared in various ways nor changes in these preferences over time. However, the data do illustrate that a majority of students liked the 10 Cents a Meal produce served that day.

Lessons Learned

While dot surveys are a valuable tool for evaluation fieldwork with large crowds of people, there are numerous logistical challenges to their use in a school cafeteria. For this reason, the quality of data and its reliability decrease.

Ideally, the overall number of votes cast for each item should be the same, meaning the denominator should equal the number of items students voted on. In addition, the number of overall votes for question two should equal the number of "yes" votes for question one, and the number of overall votes for question three should equal the number of "yes" votes for question two. For multiple featured items at several schools, this was not the case (i.e., more students said they tried an item than those who said they took the item, or more students said they liked an item than those who said they tried it. In this report, data were reported in aggregate across schools and any instances of unreliable data were omitted.

Recommendations

While the current data provide GAAR a valuable pulse on initial student satisfaction with the 10 Cents a Meal program, moving forward, data of this nature are perhaps more helpful to school food service directors who seek to increase student satisfaction and reduce food waste on an item-by-item, day-by-day basis. The data may also help nutrition educators, where present, when compared to data on student fruit and vegetable intake or frequency of intake.

Given the growth of the 10 Cents a Meal program statewide, the increasing variety of Michigan-grown fruits and vegetables offered to students, and challenges with data collection methodologies and resulting reliability, PSC recommends transitioning from GAAR-initiated onsite surveys of student fruit and vegetable consumption to voluntary classroom surveys in participating schools.

In the future, different evaluation designs may speak more directly to GAAR's broader economic development goals and the changing needs of the program as a whole. Program support is high among both chambers of the Michigan Legislature and Governor Whitmer's administration, which bodes well for continued program funding. There is also burgeoning interest in the program among some federal lawmakers. Yet GAAR's current evaluation scope and Michigan's widely used 10 Cents a Meal evaluation toolkit are insufficient to test the causal relationships between program activities and student dietary behaviors. To test these relationships and to inform program expansion, larger, quasi-experimental or randomized control research designs are necessary.

Moving forward, PSC recommends the following two evaluation activities that address unknown or untested elements of the program and specifically focus on potential community and economic development impacts that are consistent with Region 2 Planning Commission's broader work:

- Collect quantitative and qualitative data to test anecdotal observations of path dependency in the program. For example, do school food service directors continue to purchase Michigan-grown fruits and vegetables from participating farmers with whom they have developed relationships, even after they no longer receive a meal subsidy?
- Perform a contribution analysis and/or economic impact analysis of the program on counties participating in GAAR's Prosperity Initiative. Conducting these analyses would generate an input-output multiplier for the program that demonstrates the positive ancillary impacts to the local economy of program investment.

Conclusion

The 10 Cents a Meal program is highly regarded by school food service directors, lunchroom staff, and students. As a result of the program, school food service directors purchase a greater variety of Michigan-grown produce than they otherwise would, and students report liking these options. While future evaluations may offer greater depth and strength to the 10 Cents a Meal value proposition, current evaluation findings suggest that schools in Prosperity Region 9 should continue program implementation and evaluation to increase student access to Michigan-grown fruits, vegetables, and legumes.

Appendix A. 2018 School-based SNAP-Ed by County

- 2018 School-based SNAP-Ed Programming: Hillsdale County
- 2018 School-based SNAP-Ed Programming: Jackson County
- 2018 School-based SNAP-Ed Programming: Lenawee County
- 2018 School-based SNAP-Ed Programming: Livingston County
- 2018 School-based SNAP-Ed Programming: Monroe County
- 2018 School-based SNAP-Ed Programming: Washtenaw County

Map to Healthy Living - Search Results

Results for the County of Hillsdale

Nutrition Education

LOCATION NAME Davis Middle School

ADDRESS 30 North West St

CITY Hillsdale

ZIP 49242

COUNTY Hillsdale

PROGRAM TITLE Building Healthy Communities: Step Up for School Wellness

DESCRIPTION School-based program designed to empower school leaders to build healthy school environments that

foster a culture of wellness through policy, system, and environmental changes. Schools select activities to increase healthy eating and physical activity from a menu of evidence-based strategies: Classroom physical activity breaks, active recess, quality physical education (EPEC), nutrition education (Michigan Model for Health), Smarter Lunchrooms, Healthy Parties and Celebrations, and Healthy Out of School Time

programming.

AGENCY Michigan Department of Health and Human Services

CONTACT NAME Michele Kawabe, MPH, RD, CDE

CONTACT PHONE 517-373-8663

CONTACT EMAIL kawabem@michigan.gov

PARTICIPATION METHOD

ADD'L INFO

EARS DATA COUNTED Yes

YEAR FY18

LOCATION NAME Williams Elementary School

ADDRESS 440 Adrian Street

CITY Jonesville

ZIP 49250

COUNTY Hillsdale

PROGRAM TITLE Building Healthy Communities: Step Up for School Wellness

DESCRIPTION School-based program designed to empower school leaders to build healthy school environments that

foster a culture of wellness through policy, system, and environmental changes. Schools select activities to increase healthy eating and physical activity from a menu of evidence-based strategies: Classroom physical activity breaks, active recess, quality physical education (EPEC), nutrition education (Michigan Model for Health), Smarter Lunchrooms, Healthy Parties and Celebrations, and Healthy Out of School Time

programming.

AGENCY Michigan Department of Health and Human Services

CONTACT NAME Michele Kawabe, MPH, RD, CDE

CONTACT PHONE 517-373-8663

CONTACT EMAIL kawabem@michigan.gov

PARTICIPATION METHOD

ADD'L INFO

EARS DATA COUNTED Yes

YEAR FY18

"The U.S Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an ndividual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)"

"If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov."

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Map to Healthy Living - Search Results

"Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish)."

"For any other information dealing with Supplemental Nutrition Assistance Program (SNAP) issues, persons should either contact the USDA SNAP Hotline Number at (800) 221-5689, which is also in Spanish or call the State Information/Hotline Numbers found online at http://www.fns.usda.gov/snap/contact_info/hotlines.htm."

"USDA is an equal opportunity provider and employer."

"This material was funded in whole or in part by the USDA's Supplemental Nutrition Assistance Program (SNAP) by way of the State of Michigan and the Michigan Fitness Foundation. These institutions are equal opportunity providers and employers. People who need help buying nutritious food for a better diet, call the toll free Michigan Food Assistance Program Hotline: (855) ASK-MICH."

Page 2 of 2 August 17/2 60181

Map to Healthy Living - Search Results

Results for the County of Jackson

0 features selected

Nutrition Education

0 features selected

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Page 1 of 1 August 17a de 1182

Results for the County of Lenawee

0 features selected

Nutrition Education

0 features selected

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Page 1 of 1 August 17a gel 17e3

Results for the County of Livingston

0 features selected

Nutrition Education

0 features selected

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Page 1 of 1 August 17a de 184

Results for the County of Monroe

0 features selected

Nutrition Education

0 features selected

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Page 1 of 1 August 17a de 175

Results for the County of Washtenaw

Nutrition Education

LOCATION NAME Erickson Elementary School

ADDRESS 1427 Levona St

CITY Ypsilanti

ZIP 48198

COUNTY Washtenaw

PROGRAM TITLE Healthy Habits Start Now

DESCRIPTION LESA Nutrition Educators are thrilled to bring the Healthy Habits Start Now program to 10 Elementary Schools this year. The Healthy Habits Start Now program, featuring the Cooking with Kids nutrition education curriculum, will be implemented and reach over 2,900 school aged youth and their families.

Here are some highlights about the Healthy Habits Start Now program:

- The Cooking with Kids nutrition education curriculum will be used to explore fresh and affordable foods from diverse cultures.
- Students will participate in activities that reinforce lessons in language arts, social studies, math, science, and wellness
- Teachers will receive lesson resources including grade appropriate reading material, books, and online access to free lessons and activities.
- Students will continue to taste delicious fruits and vegetables during each of the five lessons presented by the Nutrition Educator.
- Families will continue to receive recipes, newsletters, and other items that reinforce the nutrition education that takes place in the classroom.

Within the community that we serve, and amongst our community partners, there is movement toward local food, farmer's markets, and home/school/community gardening. The Cooking with Kids curriculum is in alignment with this movement, its focus being on the food – food sources, farmer's markets, and school/community gardens. Research on the impact of the Cooking with Kids curriculum supports the outcomes that we are seeking, improved fruit and vegetable preferences. The curriculum is culturally diverse and reinforces lessons in language arts, social studies, math, science, and wellness. More information about this curriculum may be found here: http://cookingwithkids.org

LESA looks forward to providing our nutrition education program and efforts to promote a healthy school

AGENCY Livingston Educational Service Agency

CONTACT NAME Mary Beno **CONTACT PHONE** 517-540-6838

CONTACT EMAIL marybeno@livingstonesa.org

PARTICIPATION METHOD

ADD'L INFO

EARS DATA COUNTED Yes

YEAR FY18

LOCATION NAME Estabrook Elementary School

ADDRESS 1555 West Cross St

CITY Ypsilanti

ZIP 48197

COUNTY Washtenaw

PROGRAM TITLE Healthy Habits Start Now

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Nutrition Education

DESCRIPTION

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AGENCY Livingston Educational Service Agency

CONTACT NAME Mary Beno **CONTACT PHONE** 517-540-6838

CONTACT EMAIL marybeno@livingstonesa.org

PARTICIPATION METHOD

ADD'L INFO

EARS DATA COUNTED Yes

YEAR FY18

LOCATION NAME Holmes Elementary

ADDRESS 1255 Holmes Road

CITY Ypsilanti

ZIP 48198

COUNTY Washtenaw

PROGRAM TITLE Healthy Habits Start Now

DESCRIPTION LESA Nutrition Educators are thrilled to bring the Healthy Habits Start Now program to 10 Elementary Schools this year. The Healthy Habits Start Now program, featuring the Cooking with Kids nutrition education curriculum, will be implemented and reach over 2,900 school aged youth and their families.

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AGENCY Livingston Educational Service Agency

CONTACT NAME Mary Beno **CONTACT PHONE** 517-540-6838

CONTACT EMAIL marybeno@livingstonesa.org

PARTICIPATION METHOD

Nutrition Education

ADD'L INFO EARS DATA COUNTED Yes

YEAR FY18

LOCATION NAME Ypsilanti International Elementary School

ADDRESS 503 Oak Street

CITY Ypsilanti

ZIP 48198

COUNTY Washtenaw

PROGRAM TITLE Healthy Habits Start Now

DESCRIPTION LESA Nutrition Educators are thrilled to bring the Healthy Habits Start Now program to 10 Elementary Schools this year. The Healthy Habits Start Now program, featuring the Cooking with Kids nutrition education curriculum, will be implemented and reach over 2,900 school aged youth and their families.

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AGENCY Livingston Educational Service Agency

CONTACT NAME Mary Beno **CONTACT PHONE** 517-540-6838

CONTACT EMAIL marybeno@livingstonesa.org

PARTICIPATION METHOD

ADD'L INFO

EARS DATA COUNTED Yes

YEAR FY18

LOCATION NAME Perry Child Development Center

ADDRESS 550 Perry St

CITY Ypsilanti

ZIP 48197

COUNTY Washtenaw

PROGRAM TITLE Healthy Habits Start Now

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Nutrition Education

DESCRIPTION

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AGENCY Livingston Educational Service Agency

CONTACT NAME Mary Beno **CONTACT PHONE** 517-540-6838

CONTACT EMAIL marybeno@livingstonesa.org

PARTICIPATION METHOD

ADD'L INFO

EARS DATA COUNTED Yes

YEAR FY18

LOCATION NAME Ford Early Learning Center

ADDRESS 2440 Clark Road

CITY Ypsilanti

ZIP 48198

COUNTY Washtenaw

PROGRAM TITLE Healthy Habits Start Now

DESCRIPTION LESA Nutrition Educators are thrilled to bring the Healthy Habits Start Now program to 10 Elementary Schools this year. The Healthy Habits Start Now program, featuring the Cooking with Kids nutrition education curriculum, will be implemented and reach over 2,900 school aged youth and their families.

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AGENCY Livingston Educational Service Agency

CONTACT NAME Mary Beno **CONTACT PHONE** 517-540-6838

CONTACT EMAIL marybeno@livingstonesa.org

PARTICIPATION METHOD

Page 4 of 10 August 172 20189

Nutrition Education

ADD'L INFO EARS DATA COUNTED Yes

YEAR FY18

LOCATION NAME Lincoln Brick Elementary School

ADDRESS 8970 Whittaker Rd

CITY Ypsilanti

ZIP 48197

COUNTY Washtenaw

PROGRAM TITLE Healthy Habits Start Now

DESCRIPTION LESA Nutrition Educators are thrilled to bring the Healthy Habits Start Now program to 10 Elementary Schools this year. The Healthy Habits Start Now program, featuring the Cooking with Kids nutrition education curriculum, will be implemented and reach over 2,900 school aged youth and their families.

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AGENCY Livingston Educational Service Agency

CONTACT NAME Mary Beno **CONTACT PHONE** 517-540-6838

CONTACT EMAIL marybeno@livingstonesa.org

PARTICIPATION METHOD

ADD'L INFO

EARS DATA COUNTED Yes

YEAR FY18

LOCATION NAME Central Academy

ADDRESS 2459 South Industrial Highway

CITY Ann Arbor

ZIP 48104

COUNTY Washtenaw

PROGRAM TITLE Healthy Habits Start Now

Page 5 of 10 August 17/2/2018/0

Nutrition Education

DESCRIPTION

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LESA looks forward to providing our nutrition education program and efforts to promote a healthy school

AGENCY Livingston Educational Service Agency

CONTACT NAME Mary Beno **CONTACT PHONE** 517-540-6838

CONTACT EMAIL marybeno@livingstonesa.org

PARTICIPATION METHOD

ADD'L INFO

EARS DATA COUNTED Yes

YEAR FY18

LOCATION NAME New Beginnings Academy

ADDRESS 211 East Michigan Avenue

CITY Ypsilanti

ZIP 48198

COUNTY Washtenaw

PROGRAM TITLE Healthy Habits Start Now

DESCRIPTION LESA Nutrition Educators are thrilled to bring the Healthy Habits Start Now program to 10 Elementary Schools this year. The Healthy Habits Start Now program, featuring the Cooking with Kids nutrition education curriculum, will be implemented and reach over 2,900 school aged youth and their families.

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- · Students will continue to taste delicious fruits and vegetables during each of the five lessons presented by the Nutrition Educator.
- Families will continue to receive recipes, newsletters, and other items that reinforce the nutrition education that takes place in the classroom.

Within the community that we serve, and amongst our community partners, there is movement toward local food, farmer's markets, and home/school/community gardening. The Cooking with Kids curriculum is in alignment with this movement, its focus being on the food – food sources, farmer's markets, and school/community gardens. Research on the impact of the Cooking with Kids curriculum supports the outcomes that we are seeking, improved fruit and vegetable preferences. The curriculum is culturally diverse and reinforces lessons in language arts, social studies, math, science, and wellness. More information about this curriculum may be found here: http://cookingwithkids.org

LESA looks forward to providing our nutrition education program and efforts to promote a healthy school environment.

AGENCY Livingston Educational Service Agency

CONTACT NAME Mary Beno **CONTACT PHONE** 517-540-6838

CONTACT EMAIL marybeno@livingstonesa.org

PARTICIPATION METHOD

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Nutrition Education

ADD'L INFO

EARS DATA COUNTED Yes

YEAR FY18

LOCATION NAME Global Tech Academy

ADDRESS 1715 Forest

CITY Ypsilanti

ZIP 48197

COUNTY Washtenaw

PROGRAM TITLE Healthy Habits Start Now

DESCRIPTION LESA Nutrition Educators are thrilled to bring the Healthy Habits Start Now program to 10 Elementary Schools this year. The Healthy Habits Start Now program, featuring the Cooking with Kids nutrition education curriculum, will be implemented and reach over 2,900 school aged youth and their families.

Here are some highlights about the Healthy Habits Start Now program:

- The Cooking with Kids nutrition education curriculum will be used to explore fresh and affordable foods from diverse cultures.
- Students will participate in activities that reinforce lessons in language arts, social studies, math, science, and wellness
- Teachers will receive lesson resources including grade appropriate reading material, books, and online access to free lessons and activities.
- Students will continue to taste delicious fruits and vegetables during each of the five lessons presented by the Nutrition Educator.
- · Families will continue to receive recipes, newsletters, and other items that reinforce the nutrition education that takes place in the classroom.

Within the community that we serve, and amongst our community partners, there is movement toward local food, farmer's markets, and home/school/community gardening. The Cooking with Kids curriculum is in alignment with this movement, its focus being on the food – food sources, farmer's markets, and school/community gardens. Research on the impact of the Cooking with Kids curriculum supports the outcomes that we are seeking, improved fruit and vegetable preferences. The curriculum is culturally diverse and reinforces lessons in language arts, social studies, math, science, and wellness. More information about this curriculum may be found here: http://cookingwithkids.org

LESA looks forward to providing our nutrition education program and efforts to promote a healthy school environment.

AGENCY Livingston Educational Service Agency

CONTACT NAME Mary Beno **CONTACT PHONE** 517-540-6838

CONTACT EMAIL marybeno@livingstonesa.org

PARTICIPATION METHOD

ADD'L INFO

EARS DATA COUNTED Yes

YEAR FY18

LOCATION NAME Huron Valley Boys and Girls Club

ADDRESS 111 S. Wallace

CITY Ypsilanti

ZIP 48197

COUNTY Washtenaw

PROGRAM TITLE Healthy Kids, Healthy Communities

DESCRIPTION

AGENCY National Kidney Foundation of Michigan

CONTACT NAME Liz Nienhuis **CONTACT PHONE** (313) 259-1574

CONTACT EMAIL Inienhuis@nkfm.org

PARTICIPATION METHOD

ADD'L INFO

EARS DATA COUNTED No

YEAR FY18

LOCATION NAME Perry Early Learning Center

ADDRESS 550 Perry Street

CITY Ypsilanti

ZIP 48197

COUNTY Washtenaw

Nutrition Education

PROGRAM TITLE Veggucation + Healthy Food Access = Better Health for Ypsilanti

DESCRIPTION In school-based settings we are supporting a healthier school environment through a PSE school garden

and cafeteria intervention. This compliments our DE weekly garden-based nutrition education interventions in the same schools. In corner stores, we are supporting healthier retail outlets in the same neighborhood as the Ypsilanti Farmers Market, which we do cooking demonstrations. We will also provide cooking

demonstrations and healthy recipe tastings in corner stores.

AGENCY Growing Hope

CONTACT NAME Erica Bloom

CONTACT PHONE 734-786-8401

CONTACT EMAIL erica@growinghope.net

PARTICIPATION METHOD

ADD'L INFO

EARS DATA COUNTED Yes

YEAR FY18

LOCATION NAME Sauk Trail Pointe

ADDRESS 928 W Michigan Ave

CITY Ypsilanti

ZIP 48197

COUNTY Washtenaw

PROGRAM TITLE Veggucation + Healthy Food Access = Better Health for Ypsilanti

DESCRIPTION In school-based settings we are supporting a healthier school environment through a PSE school garden

and cafeteria intervention. This compliments our DE weekly garden-based nutrition education interventions in the same schools. In corner stores, we are supporting healthier retail outlets in the same neighborhood as the Ypsilanti Farmers Market, which we do cooking demonstrations. We will also provide cooking

demonstrations and healthy recipe tastings in corner stores.

AGENCY Growing Hope

CONTACT NAME Erica Bloom **CONTACT PHONE** 734-786-8401

CONTACT EMAIL erica@growinghope.net

PARTICIPATION METHOD

ADD'L INFO

EARS DATA COUNTED Yes

YEAR FY18

LOCATION NAME Growing Hope Center

ADDRESS 922 W. Michigan Ave.

CITY Ypsilanti

ZIP 48197

COUNTY Washtenaw

PROGRAM TITLE Veggucation + Healthy Food Access = Better Health for Ypsilanti

DESCRIPTION In school-based settings we are supporting a healthier school environment through a PSE school garden

and cafeteria intervention. This compliments our DE weekly garden-based nutrition education interventions in the same schools. In corner stores, we are supporting healthier retail outlets in the same neighborhood as the Ypsilanti Farmers Market, which we do cooking demonstrations. We will also provide cooking

demonstrations and healthy recipe tastings in corner stores.

AGENCY Growing Hope

CONTACT NAME Erica Bloom **CONTACT PHONE** 734-786-8401

CONTACT EMAIL erica@growinghope.net

PARTICIPATION METHOD

ADD'L INFO

EARS DATA COUNTED Yes

YEAR FY18

LOCATION NAME Parkridge Community Center

ADDRESS 591 Armstrong Dr

CITY Ypsilanti

ZIP 48197

COUNTY Washtenaw

PROGRAM TITLE Veggucation + Healthy Food Access = Better Health for Ypsilanti

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Nutrition Education

DESCRIPTION In school-based settings we are supporting a healthier school environment through a PSE school garden and cafeteria intervention. This compliments our DE weekly garden-based nutrition education interventions in the same schools. In corner stores, we are supporting healthier retail outlets in the same neighborhood

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demonstrations and healthy recipe tastings in corner stores.

AGENCY Growing Hope

CONTACT NAME Erica Bloom
CONTACT PHONE 734-786-8401

CONTACT EMAIL erica@growinghope.net

PARTICIPATION METHOD

ADD'L INFO

EARS DATA COUNTED Yes

YEAR FY18

LOCATION NAME Ypsilanti Community Schools Perry Learning Center

ADDRESS 550 Perry St

CITY Ypsilanti

ZIP 48197

COUNTY Washtenaw

PROGRAM TITLE Veggucation + Healthy Food Access = Better Health for Ypsilanti

DESCRIPTION In school-based settings we are supporting a healthier school environment through a PSE school garden

and cafeteria intervention. This compliments our DE weekly garden-based nutrition education interventions in the same schools. In corner stores, we are supporting healthier retail outlets in the same neighborhood as the Ypsilanti Farmers Market, which we do cooking demonstrations. We will also provide cooking

demonstrations and healthy recipe tastings in corner stores.

AGENCY Growing Hope

CONTACT NAME Erica Bloom

CONTACT PHONE 734-786-8401

CONTACT EMAIL erica@growinghope.net

PARTICIPATION METHOD

ADD'L INFO

EARS DATA COUNTED Yes

YEAR FY18

LOCATION NAME Ypsilanti Community Middle School

ADDRESS 235 Spencer Lane

CITY Ypsilanti

ZIP 48198

COUNTY Washtenaw

PROGRAM TITLE Veggucation + Healthy Food Access = Better Health for Ypsilanti

DESCRIPTION In school-based settings we are supporting a healthier school environment through a PSE school garden

and cafeteria intervention. This compliments our DE weekly garden-based nutrition education interventions in the same schools. In corner stores, we are supporting healthier retail outlets in the same neighborhood as the Ypsilanti Farmers Market, which we do cooking demonstrations. We will also provide cooking

demonstrations and healthy recipe tastings in corner stores.

AGENCY Growing Hope

CONTACT NAME Erica Bloom

CONTACT PHONE 734-786-8401

CONTACT EMAIL erica@growinghope.net

PARTICIPATION METHOD

ADD'L INFO

EARS DATA COUNTED Yes

YEAR FY18

LOCATION NAME Ypsilanti Downtown Farmers Market

ADDRESS 16 S Washington St

CITY Ypsilanti

ZIP 48197

COUNTY Washtenaw

PROGRAM TITLE Veggucation + Healthy Food Access = Better Health for Ypsilanti

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Nutrition Education

DESCRIPTION In school-based settings we are supporting a healthier school environment through a PSE school garden and cafeteria intervention. This compliments our DE weekly garden-based nutrition education interventions in the same schools. In corner stores, we are supporting healthier retail outlets in the same neighborhood as the Ypsilanti Farmers Market, which we do cooking demonstrations. We will also provide cooking demonstrations and healthy recipe tastings in corner stores.

AGENCY Growing Hope **CONTACT NAME** Erica Bloom

CONTACT PHONE 734-786-8401 CONTACT EMAIL erica@growinghope.net

PARTICIPATION METHOD ADD'L INFO **EARS DATA COUNTED** Yes YEAR FY18

"The U.S Department of Agriculture prohibits discrimination against its customers, employees, and applicants for employment on the bases of race, color, national origin, age, disability, sex, gender identity, religion, reprisal, and where applicable, political beliefs, marital status, familial or parental status, sexual orientation, or all or part of an ndividual's income is derived from any public assistance program, or protected genetic information in employment or in any program or activity conducted or funded by the Department. (Not all prohibited bases will apply to all programs and/or employment activities.)"

"If you wish to file a Civil Rights program complaint of discrimination, complete the USDA Program Discrimination Complaint Form, found online at http://www.ascr.usda.gov/complaint_filing_cust.html, or at any USDA office, or call (866) 632-9992 to request the form. You may also write a letter containing all of the information requested in the form. Send your completed complaint form or letter to us by mail at U.S. Department of Agriculture, Director, Office of Adjudication, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410, by fax (202) 690-7442 or email at program.intake@usda.gov."

"Individuals who are deaf, hard of hearing or have speech disabilities may contact USDA through the Federal Relay Service at (800) 877-8339; or (800) 845-6136 (Spanish)."

"For any other information dealing with Supplemental Nutrition Assistance Program (SNAP) issues, persons should either contact the USDA SNAP Hotline Number at (800) 221-5689, which is also in Spanish or call the State Information/Hotline Numbers found online at http://www.fns.usda.gov/snap/contact_info/hotlines.htm."

"USDA is an equal opportunity provider and employer."

"This material was funded in whole or in part by the USDA's Supplemental Nutrition Assistance Program (SNAP) by way of the State of Michigan and the Michigan Fitness Foundation. These institutions are equal opportunity providers and employers. People who need help buying nutritious food for a better diet, call the toll free Michigan Food Assistance Program Hotline: (855) ASK-MICH."

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NOTICE OF INTENT FOR RECREATION GRANT PROJECTS This information is requested by authority of Part 19, Act 451 of 1994, to be considered for a MNRFT grant.

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



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