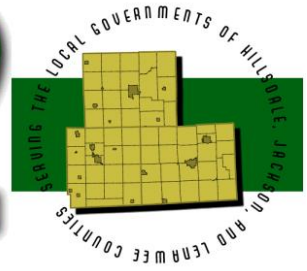


Region 2 Planning Commission



Attention New Commissioners

There will be a new Commissioner's orientation prior to the March 12, 2015 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 12th

Jackson County Tower Building
5th Floor Commission Chambers

AGENDA

REGION 2 PLANNING COMMISSION

Full Commission

FOR FURTHER INFORMATION CONTACT:

**Steven Duke, Executive Director
(517) 768-6706**

DATE: Thursday, March 12, 2015

TIME: 2:00 P.M.

WHERE:

**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.

	<u>PAGE #</u>
1. Call to Order	
2. Pledge of Allegiance	
3. Approval of the Agenda - ACTION	
4. Public Comment	
5. Approval of Minutes of the January 8, 2015 Full Commission Meeting (see enclosure) – ACTION	2
6. Approval of Minutes of the February 12, 2015 Executive Committee Meeting (see enclosure) – ACTION	6
7. Receipt of Treasurer's Report of February 28, 2015 (see enclosure) – ACTION	9
8. Approval of March 12, 2015 Submitted Bills (see enclosure) – ACTION	13
9. Staff Progress Report for February, 2015 (see enclosure) – DISCUSSION	17
10. Appointment of the 2015 Personnel & Finance Committee (see enclosure) – ACTION	21
11. Region 9 Prosperity Initiative – Five-Year Prosperity Strategy, Shanna Draheim, Public Sector Consultants – PRESENTATION	
12. Approval of Memorandums of Understanding for the Working to Learn Together RPI Transportation Project (see enclosures) – ACTION	22
13. Transportation Revenue and Sales Tax May 5 th Ballot Proposal, Polly Kent, MDOT (see enclosure) – PRESENTATION	47
14. Approval of Amendments to the JACTS FY 2014-2017 Transportation Improvement Program (TIP) (see enclosures) – ACTION	62
• Jackson Area Transportation Authority	
• Jackson County Department of Transportation	
• City of Jackson	
• Michigan Department of Transportation	
15. Project Notification (FPR 15-2) – ACTION	68
a. Recess Full Commission and convene the Review Committee	
b. Review and comment on Project Notification (see enclosure)	
c. Recess the Review Committee and re-convene the Full Commission	
16. Approval of the R2PC FY2014 Audit, Mr. William Tucker, Abraham & Gaffney, P.C. (see enclosure) – ACTION	71
17. Other Business	
• Michigan Travel Counts (see enclosure)	82
18. Public Comment	
19. Adjournment	

Region 2 Planning Commission

120 West Michigan Avenue • Jackson, Michigan 49201 • ☎ (517) 788-4426 • 📠 (517) 788-4635

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

MEETING MINUTES

Region 2 Planning Commission – Full Commission

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

Thursday, January 8, 2015

- I. **Call to Order** – In the absence of the Chair and Vice-Chair, Treasurer Duckham called the meeting to order at 2:00 p.m. A quorum was present.

Attendance:

Acker	✓	Dotterweich (E)	Kastel	Shotwell
✓ Alexander	✓	Driskill	Koch (E)	Sigers (E)
Bailey	✓	Duckham (E)	Koebbe	✓ Smith (E)
Baker		Ellis	✓ Kubish	Spencer
Beach		C. Emmons	Lance	Spink
✓ Beeker (E)		T. Emmons	Ley	Stack
Biel		Fessel	Lovitt	Stormont
Blythe		Fortress	W. Mahoney (E)	Tallis
Boggs	✓	Gaede (E)	McElroy	✓ Terry (E)
Boone		Gallagher	✓ Morris (E)	✓ Tillotson (E)
✓ Broderick	✓	Gould (E)	Navarro	VanValkenburg
Bryant	✓	Grabert	Nolte	Votzke
Burkett		Hartsel	Osterhout	Wagner
M. Burns		Hawkins	Overeiner	Wardius
✓ T. Burns		Hawley	Overton	Webb
Burrell		Hayes (E)	Palmer	✓ Welsh
Burtch (E)		Herl (E)	Polaczyk	✓ Wittenbach (E)
✓ Carolan		Isley	✓ Quigley (E)	✓ Wonacott (E)
Chamberlain		Jeffrey	✓ Rice (E)	Wylie
Collins		James Jenkins	✓ Richardson	Wymer
Cornish		John Jenkins	Schlecte	Zimmerman
Cousino		Elwin Johnson (E)	Seegert	Vacant (City of Adrian) (E)
Delezeene		Eric Johnson	Sessions	

Key: ✓ = present (E) = Executive Committee member

Staff Present: Steven Duke and Grant Bauman

Others Present: Corey Clevenger, Jackson County Department of Transportation; Pete Jancek, Blackman Charter Township; Joe Michalsky, Jackson County Department of Transportation.

- 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. Smith, and supported by Comm. Dotterweich to approve the January 8, 2015 agenda as presented. The motion carried unanimously.
- IV. **Public Comment** –Treasurer Duckham asked if there was any public comment. No public comment was received.
- V. **Approval of Minutes of the November 13, 2014 Full Commission Meeting** – The motion was made Comm. Dotterweich, supported by Comm. Rice, to approve the November 13, 2014 Full Commission meeting minutes as presented. The motion carried unanimously.
- VI. **Approval of Minutes of the December 11, 2014 Executive Committee Meeting** – The motion was made by Comm. Dotterweich, supported by Comm. Quigley, to approve December 11, 2014 Executive Committee meeting minutes as presented. The motion carried unanimously
- VII. **Receipt of Treasurer's Report of December 31, 2014** – A motion was made by Comm. Dotterweich, and supported by Comm. Kubish, to receive the December 31, 2014 Treasurer's Report as presented. The motion carried unanimously.
- VIII. **Approval of January 8, 2015 Submitted Bills** –The motion was made by Comm. Dotterweich, and supported by Comm. Wonacott, to approve payment of the January 8, 2015 submitted bills. The motion carried unanimously.
- IX. **Staff Progress Report for December, 2014** – The December, 2014 staff progress report was included in the agenda packet for Commission review. No comments were received.
- X. **Report of the Nominating Committee/Election of the 2015 Executive Committee** –
Mr. Duke reported that the R2PC Nominating Committee met on December 19th to recommend a slate of candidates for the 2015 Executive Committee. The nominees are as follows:

*Alan Beeker representing City of Hillsdale
Gail W. Mahoney representing Jackson County
Phil Duckham representing Jackson County
Elwin Johnson representing Jackson County
Carl Rice, Jr. representing Jackson County
Cliff Herl representing Jackson County
Patrick Burtch representing City of Jackson
Andy Dotterweich representing City of Jackson
Jack Quigley representing Lenawee County
Ralph Tillotson representing Lenawee County
Cletus Smith representing Lenawee County
Vacant representing City of Adrian
Jack Koch representing at large
Larry Gould representing at large
Doug Terry representing at large*

Jennifer Morris representing at large
Roger Gaede representing at large
Rick Sigers representing at large
Jim Wonacott representing at large
Chris Wittenbach representing at large
Ron Hayes representing at large

A motion was made by Comm. Dotterweich, supported by Comm. Quigley to approve the 2015 Executive Committee slate of candidates as submitted. The motion carried unanimously.

- XI. Update on the Regional Prosperity Initiative** – Mr. Duke presented a brief overview of the status of the FY 2014 Regional Prosperity Initiative grant activities. He reported that the 4 working groups (Talent, Work Force, Transportation and Adult Education) had more than 70 individuals from six counties working to develop the 5-year strategy. The draft Plan should be ready for review and discussion at the February Commission meeting.
- XII. Approval of Amendments to the JACTS FY 2014-2017 Transportation Improvement Program (TIP)** - The Jackson County Department of Transportation requested several amendments to the JACTS FY 2014-2017 Transportation Improvement Program (TIP). The proposed amendments were as follows:

Fiscal Year	Project Name	Limits	Project Description	Funding Source	Cost
Move from 2014 to 2015	Moscow Road	Urbanized Boundary to South County Line	Preventive Maintenance	Federal (STL): State (D):	\$ 480,000 \$ 120,000
Move from 2014 to 2015	Lansing Avenue	Henry Road to North County Line	Preventive Maintenance	Federal (STL): State (D):	\$ 220,000 \$ 55,000
2015 Delete	Austin Road	M-50 to South Jackson Road	Preventive Maintenance	Federal (STL): State (D):	\$ 275,000 \$ 75,000
2015 Delete	Jefferson Road	US-127 to South Jackson Road	Preventive Maintenance	Federal (STL): State (D):	\$ 380,000 \$ 95,000
2015 Cost	County Farm Road	Gardner Road to Parma Road	Preventive Maintenance	Federal (STL): Local:	\$ 146,673 \$ 54,558

The motion was made by Comm. Dotterweich, supported by Comm. Tillotson, to approve the JCDOT amendments as presented. The motion carried unanimously.

- XIII. Approval of the Resolution Adopting the Region 2 Planning Commission's Comprehensive Economic Development Strategy (CEDS) 2014 Annual Update** – Mr. Bauman briefly reviewed the updates to the R2PC 2014 Comprehensive Economic Development Strategy (CEDS) document and explained for the Commissioners the 11 projects selected to be vital or regionally significant. A motion was made by Comm. Carolan, supported by Comm. Kubish, to approve the resolution adopting the 2014 Annual Update of the Region 2 Planning Commission's Comprehensive Economic Development Strategy (CEDS) and authorizing the Chair to sign the resolution. The motion carried unanimously.
- XIV. Lenawee County Congestion Mitigation / Air Quality Projects FY 2016-2019** – Mr. Duke reported that the Lenawee County Congestion Mitigation Air Quality (CMAQ) Committee met on December 1st to solicit, review, and approve transportation-related projects for fiscal years 2016-2019. The projects must be located in Lenawee County and show

improvement to ambient air quality in order to qualify for funding. The list of projects was included in the agenda packet for Commission review and comment.

- XV. Other Business** – Mr. Duke reported that the Economic Development Administration (EDA) has invited the R2PC to submit an application for up to \$53,000 for a FY 2015 Partnership Planning Assistance grant. The grant funds, which require a 50 percent match (which can be either in-kind or cash), will be used to prepare the FY 2015 update to the CEDS document.

A motion was made by Comm. Gaede, supported by Comm. Carolan, authorizing the Executive Director to prepare and submit a FY 2015 Partnership Planning Assistance grant application to the EDA. The motion carried with one NAY vote.

No other business was brought before the Commission.

- XVI. Public Comment** – Comm. Carolan presented an overview of the various projects that were underway in the City of Hudson.

No additional public comment was offered.

- XII. Adjournment** - There being no further business, Treasurer Duckham adjourned the meeting at 2:40 PM.

Ralph Tillotson
Secretary

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

MINUTES

Region 2 Planning Commission – Executive Committee
Hillsdale City Hall
97 N. Broad Street
Hillsdale, MI 49242

Thursday, February 12, 2015

- I. **Call to Order** – Chair Hayes called the meeting to order at 2:05 p.m. A quorum was present.

Executive Committee Members:

✓ Beeker	✓ Herl	✓ Sigers
✓ Burtch	Johnson	✓ Smith
Dotterweich	Koch	✓ Terry
Duckham	W. Mahoney	✓ Tillotson
✓ Gaede	✓ Morris	✓ Wittenbach
✓ Gould	✓ Quigley	✓ Wonacott
✓ Hayes	✓ Rice	

Key: ✓ = present

Other Commissioners Present: Bryant, Fessel

Others Present: Mary Baird; Chris Gulock, MDOT – University Region; Lee Shirey, EDA

Staff Present: Steven Duke, Executive Director

- II. **Pledge of Allegiance** – The Committee joined in the Pledge of Allegiance.
- III. **Approval of the Agenda** – A motion was made by Comm. Tillotson, supported by Comm. Smith, to approve the Executive Committee meeting agenda of February 12, 2015 as presented. The motion carried unanimously.
- IV. **Public Comment** – No public comment was received.
- V. **Approval of Minutes of the December 11, 2014 Executive Committee Meeting and January 8, 2015 Full Commission Meeting** – A motion was made by Comm. Smith, supported by Comm.

Rice, to approve the December 11, 2014 Executive Committee and January 8, 2015 Full Commission meeting minutes as presented. The motion carried unanimously.

- VI. **Receipt of the Treasurer's Report of January 31, 2015** – A motion was made by Comm. Smith, supported by Comm. Herl, to receive the January 31, 2015 Treasurer's Report as submitted. The motion carried unanimously.
- VII. **Approval of the February 12, 2015 Submitted Bills** – A motion was made by Comm. Smith, supported by Comm. Gould, to approve payment of the February 12, 2015 submitted bills as presented. The motion carried unanimously.
- VIII. **Staff progress Report for January 2015** – The staff progress report was included in the agenda packet for Committee review. Mr. Duke reported that a draft of the Regional Prosperity Initiative 5-year strategic plan should be ready for Commission review at the March, 2015 meeting.
- IX. **Report of the Nominating Committee – Election of Officers for 2015** – Mr. Duke reported that the R2PC Nominating Committee had met on December 19, 2014 and recommended the re-election of the current slate of officers for the completion of a second year of service.

The motion was made by Comm. Gould, supported by Comm. Wittenbach, to concur with the Nominating Committee's recommendation that the current slate of officers (Chair – Hayes; Vice-Chair – Koch; Treasurer – Duckham; and Secretary – Tillotson) be retained for 2015. The motion carried unanimously.
- X. **Economic Development Administration (EDA) Update** – Mr. Lee Shirey introduced himself as the EDA representative for Michigan, Minnesota, and Wisconsin. He briefly reviewed EDA activities and grant opportunities.
- XI. **Road Pavement Condition Ratings** – Mr. Duke distributed copies of the PASER road condition ratings for all the federal-aid roads in Hillsdale, Jackson, and Lenawee counties recorded during FY 2013-14. Roads are rated as either good – no maintenance needed; fair – needing preventative maintenance; or poor – requiring reconstruction. The overall trend in each of the three counties since 2006 has been towards adding more roads to the poor condition category.
- XII. **Regional Prosperity Initiative (RPI) Update** – Mr. Duke reported that the final draft of the strategic plan for Prosperity Region 9 (Hillsdale, Jackson, Lenawee, Livingston, Monroe, and Washtenaw counties) has been completed and is currently circulating for review and comments. Public Sector Consultants, Inc. will present the plan at the Full Commission meeting scheduled for March 12th.

Mr. Duke explained that the R2PC application to the Michigan Department of Technology, Management & Budget has been approved for RPI funding in the amount of \$228,750 to continue the program in 2015. He distributed copies of the contract sent by DTMB to be approved by the R2PC in order to accept the funds.

The motion was made by Comm. Gould, supported by Comm. Wittenbach, authorizing the Executive Director to sign the contract with the Michigan DTMB accepting the 2015 RPI grant award. The motion carried unanimously.

- XIII. **Approval of Staff Travel to the American Planning Association (APA) National Conference** – The motion was made by Comm. Terry, supported by Comm. Gaede, authorizing staff travel to the 2015 APA National Conference in Seattle. The motion carried unanimously.

XIV. **Project Notification (FPR 15-1)**

a. A motion was made by Comm. Smith, supported by Comm. Gould, to recess the Executive Committee and convene the Review Committee. The motion carried unanimously.

Mr. Duke reviewed the project proposed by the R2PC requesting an EDA planning grant to prepare an annual update to the Comprehensive Economic Development Strategy for the 3-county Economic Development District (EDD). The grant would be for \$53,000 in federal EDA funds requiring a 50% match in local funding.

A motion was made by Comm. Smith, supported by Comm. Rice, to recess the Review Committee and reconvene the Executive Committee. The motion carried unanimously.

XV. **Other Business** – Mr. Duke reported that the R2PC had received notification from Tompkins Township and the Village of Homer (per the Michigan Enabling Legislation) of their intention to prepare Master Plans for their communities and were seeking input. He also reported that staff had completed the Lenawee County Parks and Recreation Plan, 2015-2019 Edition and the plan was available for review.

XVI. No further business was brought before the Committee.

XVII. **Public Comment** – No public comment was received.

XVIII. **Adjournment** – There being no further business, the meeting was adjourned by Chair Hayes at 2:35 p.m.

Ralph Tillotson
Secretary

REGION 2 PLANNING COMMISSION
Treasurer's Report - Monthly Summary
as of February 28, 2015

Balance ending January 31, 2015	\$	455,609.04
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Deposit Summary:

<i>February 2015 EFT Deposits</i>	\$	15,364.99
<i>February Bank Deposits</i>		22,320.47
<i>February Adjustments</i>		(359.29)
Total Deposits plus Bank Balance	\$	492,935.21

Expenses:

<i>Submitted Expenses - February 12, 2015</i>	\$	(44,079.05)	
<i>Interim Expenses</i>		(710.50)	
<i>Payroll/Related Expenses</i>		(15,204.18)	
Subtotal of Expenses	\$	(59,993.73)	\$ (59,993.73)
<i>Balance Checking Account ending February 28, 2015</i>			\$ 432,941.48
 <i>Balance CD Investments ending February 28, 2015</i>			 \$ 101,073.61
 Total Cash on Hand	 \$		 534,015.09

REGION 2 PLANNING COMMISSION
Deposits and Adjustments to Cash
as of February 28, 2015

EFT Deposits:		
2/28/2015	MDOT FHWA FY14 Revenue - Invoice 3360	\$ 10,312.99
	OHSP Q1 FY15 Revenue	<u>\$ 5,052.00</u>
	Subtotal EFT Deposits	\$ 15,364.99
2/28/2015	JTSP December 2014 Revenue	\$ 7,268.70
	City of Jackson FY15 Membership Dues	9,054.80
	Village of Onsted FY15 Membership Dues	247.59
	City of Jackson Planning Services - Invoice 3367	5,433.36
	Village of Cement City Planning Services - Invoice 3366	<u>316.02</u>
	Subtotal - Check Deposits	\$ 22,320.47
2/28/2015	Adjustments to cash:	
	<i>Bank fees - February</i>	\$ (58.96)
	<i>Paycor Fees - February</i>	(187.51)
	<i>Credit Card Charges - Office Supplies</i>	<u>(112.82)</u>
	Subtotal - Adjustments to Cash	\$ (359.29)
	Total Net Deposits for February 2015	<u>\$ 37,326.17</u>

**REGION 2 PLANNING COMMISSION
INTERIM BILLING and PAYROLL EXPENSES
as of February 28, 2015**

Interim Billing for February, 2015

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
Anderson Printing	R2PC February Packet	\$ 327.96	13642
AMS Developers	Website Hosting for Jan. 2015	\$ 125.00	13641
Mlive	JACTS Tech. Advertising for Feb. 2015	\$ 245.29	13651
The Water Store	Supplies for Feb. 2015	\$ 12.25	13658
Total Interim Billing for February 28, 2015		<u><u>\$ 710.50</u></u>	

Payroll & Travel Related Expenses:

<i>Paid February 13, 2015</i>	<i>by Direct Deposit/EFT</i>	
Paycor	Payroll Disbursement	\$ 7,532.95
G. Bauman	Travel Reimbursement	\$ 90.30
S. Richardson	Travel Reimbursement	\$ 43.70
		<u>\$ 7,666.95</u>

<i>Paid February 27, 2015</i>		
Paycor	Payroll Disbursement	\$ 7,326.91
G. Bauman	Travel Reimbursement	\$ 117.17
S. Duke	Travel Reimbursement	\$ 93.15
		<u>\$ 7,537.23</u>

Total Payroll Expenses for February 2015	<u><u>\$ 15,204.18</u></u>
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Region 2 Planning Commission
Outstanding Accounts Receivable
FY 2015

Municipality	Date	Inv. No.	Amount
Village of Britton	1/26/2015	3368	727.77
MDOT Regional Transportation Planning	2/2/2015	3369	15,597.45
MDOT Rural Task Force		3370	2,982.17
MDOT Asset Management		3371	2,821.54
MDOT FTA		3372	6,283.00
MDOT FHWA		3373	21,888.00

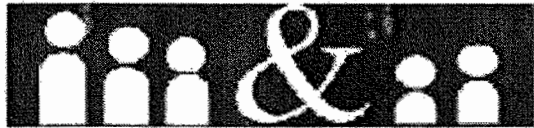
FY 2015 Balance as of February 28, 2015

Total Accounts Receivable \$ 50,299.93

REGION 2 PLANNING COMMISSION
Submitted Bills
March 12, 2015

Vendor	Description	Amount Due
Blue Cross Blue Shield	Health Insurance for March 2015	\$ 1,427.11
Brooklyn Exponent	Annual Subscription Renewal	\$ 35.00
Center for Tech. & Training	PASER Training	\$ 10.00
County of Jackson	Rent Expense for March 2015	\$ 2,787.18
Direct Office Buys	Supplies for February 2015	\$ 97.95
Family Service & Childr. Aid	JTSP Grant FY 2015 Oct. 2014-Jan. 2015	\$ 2,000.00
G.R.E.A.T.	Annual Subscription Renewal	\$ 15.00
Hillsdale Co. Road Comm.	PASER Rating	\$ 21.50
Hillsdale Daily News	Annual Subscription Renewal	\$ 322.92
ICMA Retirement Trust	ICMA 401 Contribution - Feb. 2015	\$ 1,439.29
Jackson County	Phone/Postage for Jan.-Feb. 2015	\$ 403.19
Springport Twp. Police Dept.	JTSP Grant FY 2015 January 2015	\$ 271.69
Water Store	Supplies for March 2015	\$ 17.75
VantagePoint Transfer Agents	ICMA RHS Contribution - Mar. 2015	\$ 131.63
Total Submitted Billing - March 2015		<u><u>\$ 8,980.21</u></u>

FAMILY SERVICE



CHILDREN'S AID

009-2015

330 W. Michigan Ave.
P.O. Box 6128
Jackson, MI 49204
Tel: 517-787-7920
Fax: 517-787-2440
www.strong-families.org

INVOICE STATEMENT

February 13, 2015

Susan Richardson
Region 2 Planning Commission
120 W. Michigan Avenue
Jackson, MI 49201

Re: First Time Offenders Group

October 2014-January 2015 (24 youth/30 parents)

Total \$ 2,000 Amount Due

If you have any questions please call Teresa Proctor @ 517-787-7920

Please make check payable and send to:

Family Service & Childrens Aid
P O Box 6128
Jackson MI 49201-6128

Jackson Traffic Safety Commission grant

Program: *First Time Offenders Program* (Family Service and Children's Aid)

To date, 24 youth and 30 parents have participated in the First Time Offenders Program. Nin
Of the 46 youth who participated in the program from January - December 2014, 43 did not com

Grant Period	Proposed # of youth and parents served	Total Referrals	% complete program	Reason for incomplete
10/2014 - 9/2015	1st 6 months - 25Y/25P 2nd 6 months - 25Y/25P	26	92%	2- failed drug test

Invoice:

Youth Served to date (10/2014 to 1/2015)	Youth who will participate (2/2015 to 9/2015)	Grant awarded
24 youth / 30 parents (54 total)	26 youth / 26 parents (52 total)	\$4,000

Thank you so much for your faith and support of the First Time Offender's program

JTSP PROGRESS REPORTS

It is important that monthly/quarterly progress reports accompany every billing that you submit for JTSP funds. Please include any press releases or copies of other articles involving your project.

We would like to have these reports available for the committee members at each meeting.

1. Please list briefly project activities during the month of January, 2015.

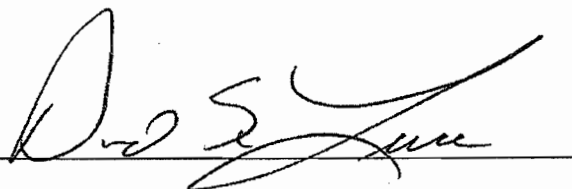
During the month of January, Springport Township Police Department worked 6.5 hours of traffic enforcement. We made 5 traffic stops, issued 1 speeding citation, 6 verbal warnings, and 3 other citations. We also made one misdemeanor arrest and cited one driver for Driving on a Suspended License.

2. Please list any donations to your program this month.

3. Any additional relevant information:

Date: 2/2/2015

Project Director/Coordinator: _____



Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

Staff Progress Report February, 2015

Area-Wide Regional Planning Activities

Economic Development

- Staff attended the monthly meetings of the City of Jackson's DDA and promotions committees.
- Staff attended the Leoni Township DDA meeting to discuss the SR2S and Transportation Alternative Program (TAP) applications.
- Staff attended the Enterprise Group's Economic and Workforce Development Coordinating Committee meeting.

Regional Prosperity Initiative Update

- Public Sector Consultants, Inc. (Project Coordinator) completed a draft of the Region 9 prosperity strategy based on the recommended goals, objectives and strategies provided by the functional teams. The 5-year strategy will be presented at the March Full Commission meeting.

R2PC Website

- Further refinement of the website is anticipated following staff review and comments.

Regional Transportation Planning Hillsdale, Jackson, and Lenawee Counties

Assistance to Local Governments

- The Michigan Department of Transportation is partnering with R2PC to begin work on the issue of regional transit mobility. The purpose of the study is to identify the most significant gaps in regional mobility, especially for the aging population, and eliminate those gaps in order to achieve better coordination between transit agencies for more efficient and effective transfers from one transit service to a service in a neighboring county. The study will include all transit operators in Hillsdale, Jackson, and Lenawee counties. A draft report will be prepared and submitted to MDOT by the end of April, 2015.
- Staff continues to update rural federal-aid fund balances as numbers received from MDOT for the rural set-aside program have been inconsistent.

[February, 2015 Staff Progress Report]

- Staff conducted the Region 2 Rural Task Force meeting to approve the federal-aid program through FY 2018. Staff distributed the agenda packet, compiled minutes and is in the process of submitting a final package to MDOT and updating the project list.
- Staff has submitted the Highway Performance Monitoring System (HPMS) data for Hillsdale, Jackson, and Lenawee counties to MDOT as requested.
- Staff met with Hillsdale and Lenawee Counties to review the National Functional Classification system of federally-designated roadways. The cities and counties are working on the update that is due to MDOT in September.

Metropolitan Area Transportation Planning Jackson Area Comprehensive Transportation Study

Technical Assistance

- Staff attended and participated in the monthly meeting of the Local Transportation Advisory Council (LTAC).
- Staff assisted Leoni Township with finalizing and submitting to MDOT both a Safe Routes to School and Transportation Alternatives Program application to construct a non-motorized trail along Ann Arbor Road (BL 94).

Program Management

- Staff attended the monthly directors' meeting of the Michigan Transportation Planning Association.
- Staff conducted the monthly meetings of the JACTS Technical Advisory and Policy committees.
- Staff submitted the bi-annual Disadvantage Business Enterprises (DBE) report to MDOT.

Transportation Improvement Program (TIP)

- Staff processed several amendments to the JACTS FY 2014-2017 Transportation Improvement Program. Once approved by the R2PC, the amendments will be forwarded to MDOT for subsequent review and approval.
- MDOT and their consultant conducted the first public meeting regarding proposed Context Sensitive Solutions (CSS) along I-94 in Jackson County. The purpose of the study is to develop design and aesthetic improvements during the reconstruction of the 9 mile corridor.

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 requesting the service (unless alternative funding was available).

[February, 2015 Staff Progress Report]

Hillsdale County

Jefferson Township

- Staff met Township officials to discuss the preparation grants from the Hillsdale County Community Foundation and the Department of Environmental Quality's Community Pollution Prevention (P2) Grant Program for the purchase of a tire-de-rimer for the Township's transfer station.

City of Jonesville

- Staff met with City officials regarding the update of its joint recreation plan with Fayette Township on 2/17/15. A survey is to be posted online and available in the Jonesville Area was developed for circulation throughout the month of March.

Somerset Township

- Staff answered various questions of the Township's Zoning Administrator and converted the Township's future land use map for AutoCAD into GIS and provided a digital and a large-size hard-copy of the map to Township officials.

Jackson County

Blackman Township

- Staff prepared a recommendation regarding a proposed rezoning for consideration by the Township Planning Commission.

Concord Township

- Staff answered questions of Township officials regarding a zoning issue.

Grass Lake Township

- Staff answered questions of Township officials regarding the preparation of the Grass Lake Area Recreation Plan.

Henrietta Township

- Staff answered questions of Township officials regarding a zoning issue.

City of Jackson

- **City/County Joint Recreation Plan and MNRTF Application**— Staff submitted the 2015-2019 edition of the *City of Jackson and Jackson County Joint Recreation Plan*, to the Department of Natural Resources and began to assist the City in the preparation of grant application for a trail through Ella Sharp Park.
- **Zoning Ordinance** — Staff began working with City staff on an update to the first two articles of the *City of Jackson Zoning Ordinance*.

County of Jackson

- **Solid Waste Planning Committee** — Staff facilitated the 2/23/15 meeting of the Committee and

[February, 2015 Staff Progress Report]

also met with County staff/consultants regarding a potential grant submission through the Department of Environmental Quality's Community Pollution Prevention (P2) Grant Program.

- **County Planning Commission (JCPC)** — The February meeting of the JCPC was cancelled due to a lack of agenda items.
- **Jackson 2020** — Staff participated in the 2/23/15 meeting of the Jackson 2020 Steering Committee
- **City/County Joint Recreation Plan and MNRTF Application**— Staff submitted the 2015-2019 edition of the *City of Jackson and Jackson County Joint Recreation Plan*, to the Department of Natural Resources and began to assist the County in the preparation of grant application for a trail connecting Sparks Foundation County (Cascades) Park to the Inter-City Trail.

Pulaski Township

- Staff prepared some demographic and land use data for the Township Planning Commission.

Spring Arbor Township

- Staff answered questions of Township officials regarding a zoning issue.

Lenawee County

City of Adrian

- Staff prepared an update to the City's zoning map, including 23 amendments.

Village of Blissfield

- Staff finalized changes to the Village's zoning map and printed and delivered full-sized and digital copies of the map to Village officials.

County of Lenawee

- **Lenawee County Planning Commission (LCPC)** — Staff facilitated the 2/19/15 meeting of the LCPC. Staff also prepared recommendations regarding proposed amendments to the zoning ordinances of Palmyra and Woodstock Townships and a PA116 Farmland and Open Space Agreement in Ridgeway Township.
- **Lenawee County Solid Waste Planning Committee (LCSWPC)** — Staff cancelled the February meetings of the Committee and its Alternatives Subcommittee.
- **Lenawee County Recreation Plan** — Staff submitted the 2015-2019 edition of the *Lenawee County Parks and Recreation Plan* to the Department of Natural Resources.

City of Morenci

- Staff prepared an update to the City's zoning map.

Region 2 Planning Commission



MEMORANDUM

TO: Region 2 Planning Commission

FROM: Steven M. Duke, Executive Director

SUBJECT: Appointment of the 2015 R2PC Personnel & Finance Committee

DATE: February 27, 2015

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 (Commissioner Duckham). 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 2014 Personnel and Finance Committee included: Andy Dotterweich, Phil Duckham, Roger Gaede, Ron Hayes, Gail W. Mahoney, and Ralph Tillotson.

Nominations for the appointments will be taken from the floor.

Region 2 Planning Commission



MEMORANDUM

TO: Region 2 Planning Commissioners

FROM: Steven Duke, Executive Director

DATE: March 4, 2015

SUBJECT: Approval of Regional Prosperity Initiative (RPI) Transportation "Working to Learn Together" Sub Grant Awards

As part of the Region 9 (Hillsdale, Jackson, Lenawee, Livingston, Monroe, and Washtenaw counties) Regional Prosperity Initiative grant budget for FY 2014, approximately \$140,000 was allocated to fund "working to learn together" sub grants for the functional teams working in the areas of talent (adult/higher education and work force development) and transportation. The purpose of the grants was to get regional partners working together to set goals and policies for each of the functional teams and to undertake a "learning to work together" project in each of these areas. The projects were identified by the functional teams and designed to allow the groups to begin implementing a project related to one or more of the identified goals and objectives.

R2PC and the Management Team overseeing the RPI grant have received three (3) proposals (attached) to facilitate and develop a "working to learn together" project for the Transportation Functional Team. The purpose of the project is to assess if and how transportation options affect attraction and retention of the type of talent needed by the healthcare, IT, and manufacturing industry clusters in the region. Emma White Research, the Michigan Environmental Council, and the Washtenaw County Office of Community and Economic Development are partnering to research trends in workforce transportation related to Region 9's industry clusters and survey current and future workforce, as well as major employers in target industries, to understand Region 9 workforce transportation needs. Total budget requested is for \$46,000; \$55,000 in funding remains from the original \$140,000 budget.

APPROVAL is requested authorizing the Executive Director to sign Memorandums of Agreement with Emma White Research, the Michigan Environmental Council, and the Washtenaw County Office of Community and Economic Development to facilitate to complete a "working to learn together" project for the Transportation Functional Team.

MEMORANDUM OF AGREEMENT

Between

Region 2 Planning Commission

And

Emma White Research, LLC

This Agreement is between Region 2 Planning Commission (hereinafter referred to as "Region 2") and Emma White Research, LLC, a Michigan company (hereinafter referred to as "EWR") (and also, individually, a "party" and, collectively, "the parties").

1. **Purpose; Scope of Services** – This Agreement articulates the mutual commitments in which Region 2 and EWR are involved whereas EWR will support and assist Region 2 in the work described in Attachment A (the Project). Region 2 will oversee the development of the project and performance under this Agreement. EWR agrees to put forth its best efforts in managing and delivering the products and services, as described in "Attachment A", incorporated herein (hereinafter referred to as the "Work").
2. **Term** – The term of this Agreement shall be from February 1, 2015 to May 31, 2015. During the Term, this Agreement may be modified at any time by a mutual written agreement of the parties authorized to enter into this Agreement (the undersigned). Additional funds may be added by modifying the Agreement with a new work plan reflecting tasks mutually agreed upon by both parties.
3. **Termination** – Region 2 or EWR may terminate this Agreement at any time by giving 30 days written notice to the other party via such party's e-mail address as provided below. Region 2 may, however, terminate this Agreement without notice for due cause. Cause shall include, but not be limited to:
 - The failure of EWR to perform its obligations under this Agreement, in a timely, acceptable and proper manner, or EWR's unwaived breach of any material term of this Agreement. Should such a violation occur, EWR shall be notified and given 15 days, or such longer period as EWR may authorize in writing, after receipt of such notice to cure the violation.
 - A good faith determination by Region 2 that successful completion of the Project is not achievable.
 - Termination or suspension of Project funding by Region 2.
4. **Compensation** – Region 2 shall pay EWR an amount not to exceed \$29,500 for services rendered by EWR and accepted by Region 2, for labor and work-related expenses in accordance with the budget in Attachment A. Any additional expenses incurred by EWR not initially included in the scope of services set forth in Section 1 and Attachment A, must be authorized in advance by Region 2, in its sole discretion.

EWR further agrees that all compensation payable to EWR is set forth in this Section 4 and Attachment A and neither EWR nor its employees, agents or subcontractors are entitled to any other benefits or compensation, such as those customarily afforded to employees of Region 2, and these parties expressly waive any claim to same, except as may be required by law.

Should this Agreement be terminated, for any reason, prior to expiration of the Term, Region 2 shall not be obligated to pay EWR the entire sum set forth above in this Section 4, but shall be responsible to pay to EWR only those amounts due and owing for services performed by EWR prior to termination that Region 2 has deemed acceptable and/or any expenses incurred prior to termination that have been approved by Region 2.

5. **Method of Payment** – Region 2 will pay EWR in response to monthly invoices received from EWR. Invoice amounts will be based on progress towards completion of the work and budget described in Attachment A.
6. **Conduct of Work; Independent Contractor Status** – EWR shall, at all times, conduct the Work as an independent contractor and shall not in any manner hold itself or its employees, agents or subcontractors out as employees or agents of Region 2. EWR acknowledges and agrees that:
 - EWR will be using its independent judgment and professional expertise to provide the services set forth in this Agreement. In providing said services, EWR shall use the highest standards of its profession;
 - EWR, consistent with the Work, is expected to perform the responsibilities of this Agreement in good faith, in a manner that is in the best interest of Region 2, and shall put forth its best efforts in performance of the Work;
 - This Agreement shall not preclude EWR from providing services to other third parties to the extent that it does not interfere with EWR's obligations to Region 2 hereunder;
 - Region 2 will not supervise, set the hours or manner of performance, or otherwise be responsible for the activities of EWR or its employees, agents or subcontractors;
 - EWR shall supervise and direct the Work using that skill and attention as is customary in EWR's area of expertise, and shall be responsible for all appropriate means, methods, techniques, sequences and procedures, provided that Region 2 retains ultimate authority, responsibility over and approval of the services performed hereunder;
 - EWR shall furnish and pay for all labor, materials and equipment required in connection with the performance of the Work;
 - No negligent act or omission by EWR, or its employees or agents or subcontractors, shall in any way obligate or be binding on Region 2;
 - This Agreement shall not be construed to create a joint venture, partnership, association, or other affiliation or like relationship between EWR and Region 2, it being specifically agreed that their relationship is and shall remain that of independent parties to an agreement relationship, as set forth herein;
 - Neither EWR nor its employees, agents, or subcontractors shall have any claim under this Agreement or otherwise against Region 2 for vacation pay, paid sick leave, retirement benefits, social security, workers' compensation, health, disability, or unemployment insurance benefits or other employee benefits of any kind. Accordingly, EWR understands and agrees that (i) it will not be treated as Region 2's employee for federal tax purposes; (ii) Region 2 will not withhold, on behalf of EWR, any sums for income tax, unemployment insurance, social security, or any other withholding pursuant to any law or requirement of any governmental body, including federal (such as FICA and FUTA), state and local taxes which may be payable on the compensation received from Region 2, and that all such payments, withholdings, and benefits, if any, are the sole responsibility of EWR, and (iii) EWR shall indemnify and hold Region 2 harmless

from any and all loss or liability arising from its failure to make such payments, withholding, and benefits, if any.

7. **Good Standing** – EWR represents that it is in good standing in the State of Michigan. EWR also represents that it, as the case may be, is not currently barred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs.
8. **Drug-Free Workplace; Equal Opportunity Employer** – EWR represents that it operates as a drug-free workplace and as an Equal Opportunity Employer.
9. **Indemnification and Hold Harmless** – EWR shall defend, indemnify and hold Region 2 harmless from and against all losses, costs, damages and expenses (including attorney's fees) arising out of EWR's performance of the Work or breach of any of the terms and conditions of this Agreement. EWR shall further indemnify and hold Region 2 harmless from and against all losses, costs, damages and expenses (including attorney's fees) Region 2 may incur as a result of EWR's own or EWR's employee's, agent's or subcontractor's operation of a motor vehicle in the course of completing any obligations hereunder.
10. **Confidentiality** – EWR agrees to treat in the strictest confidence Region 2's business and financial affairs, all Client matters and identities, personnel, and other matters related to the conduct of Region 2's business and understands that any breach of such confidence shall be grounds for termination of this Agreement. EWR also agrees not to publish or otherwise disclose any such information or data obtained in the course of performance of this Agreement without the express written consent of Region 2 before, during or after the Term. EWR agrees and covenants that it will not, at any time, either during the Term or thereafter, disclose to any other person, firm, or corporation, or use for its own benefit, any information, confidential or otherwise, obtained from the Project or Region 2 in connection with the performance of services under this Agreement. Each party agrees not to conduct any activities using information obtained during the course of this relationship for its own benefit or which would be to the detriment, or intended or probable detriment, of either party, or either party's clients.
11. **Work Products** – The parties acknowledge that this Agreement is a work for hire Agreement and that all of the information, data, analysis and conclusions provided to Region 2, in whatever form or format, are the intellectual property of Region 2.
14. **Governing Law; Venue**– This Agreement shall be governed by the laws of the State of Michigan, without regard to its conflict of laws principles. All disputes arising under this Agreement between the parties shall be resolved in good faith by the parties, but failing compromise or agreement, the parties hereto (a) irrevocably submit to the jurisdiction and venue of any state or federal court sitting in Ann Arbor, Michigan, and (b) waive, to the fullest extent that they may effectively do so, the defense of inconvenient forum or improper venue. The parties also agree that a final judgment in any such action shall be conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law. The parties hereto acknowledge and agree that each knowingly, voluntarily and intentionally waives any right either of them may have to a trial by jury in any litigation based upon or arising out of this Agreement or any of the transactions contemplated by this Agreement. Neither party will seek to consolidate, by counter claim or otherwise, any action in which a jury trial has been waived with any other action in which a jury trial cannot be or has not been waived.
15. **Entire Agreement; Severability** – This Agreement, including Attachment A, represents the entire agreement between Region 2 and EWR with respect to the subject matter hereof, and supersedes and annuls all prior agreements, promises, understandings, or representations, of any nature, made at any time between Region 2 and EWR relating to the subject matter hereof. No subsequent

agreements, promises, or representations, of any nature, shall be binding and effective between the parties and this Agreement may be modified only by a written instrument signed by an authorized officer of Region 2 and EWR (the undersigned). In the event that any portions of this Agreement should be invalid under applicable existing law, then such portions are to be modified in the letter and intent of this Agreement to the extent permitted by applicable law so as to be rendered valid. Any portions of this Agreement which are invalid under applicable law shall not render this Agreement or any other part hereof invalid, but such invalid portions shall be inapplicable until an appropriate court (as set forth above in Section 14) or the parties hereto have made appropriate changes, in accordance with applicable law, to achieve the intent of the invalid provision.

16. **Conflict of Interest** – EWR may engage in work for others while engaged in the Work. EWR agrees, however, to advise Region 2 fully of any services it is providing or may provide to other parties during the term of this Agreement that might constitute a conflict of interest or the appearance of a conflict of interest with the parties' responsibilities to the Work. If either party determines a conflict of interest exists and efforts to resolve the matter to the satisfaction of both parties fail, the unresolved conflict of interest shall be grounds for immediate termination of this Agreement. Should such a possible appearance of a conflict of interest occur, EWR shall be notified and given 15 days, or such longer period as Region 2 may authorize in writing, after receipt of such notice to resolve the matter.
17. **Assignment; Binding Effect** – This Agreement may not be assigned in whole or part by either party without the express written consent of the other party. The provisions of this Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns.
18. **Counterparts** – This Agreement may be executed in any number of counterparts with the same effect as if the signatures to each were upon the same instrument.

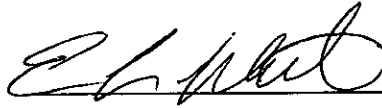
Acceptance and Signature

Acceptance for Region 2:

Steven M. Duke
Executive Director

Region 2 Planning Commission
120 W. Michigan, 9th Floor
Jackson, MI 49201
517.768.6706
517.788.4635
Email: SDuke@co.jackson.mi.us

Acceptance for EWR:



Emma White
Principal

Emma White Research, LLC
2115 Winchell Drive
Ann Arbor MI 48104
734-707-1692
Email: emma@ewhiteresearch.com

Attachment A -- Scope of Work

Background

The Transportation Functional Team met several times during the summer and fall of 2014 and identified:

- Priority economic-development related transportation issues in the region
- Broad goals and specific objectives for the region's transportation system that will help drive and support economic prosperity
- An initial list of potential strategies or actions that regional partners could collaborate on to help achieve the goals and objectives

Based on these discussions, the Transportation Functional Team identified a need for connecting their work with the goals and objectives of the talent council, workforce, and adult education teams. In particular, the group sees a need for better understanding the regional transportation needs of the 21st century worker in the key industry areas identified by the talent council: healthcare, manufacturing, and information technology (IT). Based on the available labor shed data for those industries, there are several specific questions to address:

- a) Do transportation options affect companies' ability to attract and retain talent?
- b) Is workers' access to transportation options limiting their ability to seek/get to jobs in these industries?
- c) What does the workforce in these industries value most in terms of transportation options (currently and in the future)
- d) How does that vary by demographic category?
- e) Where do workers in those industries live in relation to where those jobs are (or where training opportunities for those jobs are)?
- f) What are the existing transportation options to meet workers' needs?
- g) Where are the major transportation gaps?
- h) What public-private sector models are available for expanding mobility options and attractiveness to meet industry talent needs?

The Transportation Functional Team proposes that these questions be addressed in two phases. In Phase I (February, 2015 to May, 2015), the team proposes to award grants to Washtenaw County Office of Economic and Community Development (OECD), Emma White Research LLC (EWR), and the Michigan Environmental Council (MEC) to address questions a) through d) above. Partners will seek additional funding at a later date to complete Phase II which address questions e) through h) above.

Scope of Work

In Phase I, OEC and partners MEC and EWR will work with the Transportation, Workforce Development, Adult Education, and Talent Council teams to assess if and how transportation options affect attraction and retention of the type of talent needed by the healthcare, IT, and manufacturing industry in the region. Specific tasks include:

- **Task Group 1: Convene partners and manage the project (Lead: OECD)**
 - OECD will take the lead on convening project partners, as well as members of the Regional Prosperity Initiative functional teams to discuss the project goals, and get input on the

methods for collecting data from industry and the regional workforce, and present findings from Task Groups 2 and 3 before the final summary report is prepared.

- OECD will integrate all of the research and findings from Task Groups 2 and 3 into one comprehensive project report.
- OECD will also provide overall project management, ensuring communication among the partners, serving as fiduciary for the sub-contracts to Emma White Research and Michigan Environmental Council, maintaining regular communication on progress and issues with the Transportation Team facilitator, Public Sector Consultants, and reviewing all products produced by EWR and MEC.

■ **Task Group 2: Survey of current and future workforce, as well as major employers in target industries (Lead: EWR)**

- Conduct qualitative interviews of industry business leaders to understand what they hear about transportation as it relates to their fields and particularly recruiting talent to their companies. To investigate this, we will conduct 20-30 minute interviews with leaders in three industry clusters (health care, technology, manufacturing), starting with those who are already engaged as part of the RPI Talent Council effort. The Talent Council facilitator will provide names and contact information for the interviews. EWR will draft the question outline and work with the Transportation Team and Talent Council to make sure it addresses the right questions. EWR will schedule and conduct 5-7 interviews in each of the three industry clusters, analyze, and provide a written report of the survey the results.
- Conduct surveys of workforce agency customers in order to get reporting from those looking to break into the workforce about how much of a barrier transportation is for them currently and what they need in terms of transportation. EWR will draft the questionnaire with input from the Transportation Functional Team and will do all programming, data collection, and analysis of the surveys. EWR will provide a written summary report at the end of the survey process. The final data may be weighted to match parameters the Talent Council/Workforce team have available on the survey audience. The list of customers will be provided by the four Michigan Works Agencies in the region and EWR will put in place strict confidentiality procedures to protect customers' information. Telephone phone numbers are available for well over 90% of the list, and recruiting over the telephone is likely to produce better response rates than mail invitations. In addition, given the education level of the potential survey group, EWR will anticipate some issues with literacy and believes oral rather than written interviews would be preferable.

■ **Task Group 3: literature review of trends in workforce transportation related to RPI categories (Lead: MEC)**

- MEC will conduct a best practices review of transportation alternatives in similar regions that address workforce/job access needs
- Based on the best practices review, MEC will evaluate and highlight trends for emerging workforce-focused transportation efforts and will develop case studies from 2 to 3 similar regions
- MEC will provide a written summary of the best practices review, analysis, and case studies to the Transportation Functional Team

Project Budget

The total budget for the project as proposed above is \$46,000. Breakdowns of the budget by task group and grantee are provided in the tables below.

Breakdown by Task Group:

Tasks	Cost
Task Group 1: Convene partners and manage the project	
Convening project partners	\$2,000
Develop integrated final report	\$5,500
Project management and oversight	\$5,000
Task Group 2: : Survey of current and future workforce and major employers in target industries	
Conduct qualitative interviews	\$10,000
Conduct surveys of workforce agency customers	\$19,500
Task Group 3: literature review of trends in workforce transportation related to RPI categories	
Best practices review and analysis	\$2,500
Develop summary and case studies	\$1,500
Total Project Budget	\$46,000

Breakdown by Grantee:

Grantee	Task Group	Budget
OECD	Task group 1 (with oversight of tasks 2 and 3)	\$12,500
EWR	Task group 2	\$29,500
MEC	Task group 3	\$ 4,000

Timeline

The project team proposed to begin the work in early February and complete the project by the end of May, 2015.

Tasks	Feb	March	April	May
Task Group 1: Convene partners and manage the project				
Convening project partners				
Develop integrated final report				
Project management and oversight				
Task Group 2: : Survey of current and future workforce and major employers in target industries				
Conduct qualitative interviews				
Conduct surveys of workforce agency customers				
Task Group 3: literature review of trends in workforce transportation related to RPI categories				
Best practices review and analysis				
Develop summary and case studies				

MEMORANDUM OF AGREEMENT

Between

Region 2 Planning Commission

And

Washtenaw County Washtenaw County Office of Community
and Economic Development

This Agreement is between Region 2 Planning Commission (hereinafter referred to as "Region 2") and Washtenaw County, on behalf of its Department of Community and Economic Development, a Michigan county government entity (hereinafter referred to as "OCED") (and also, individually, a "party" and, collectively, "the parties").

1. **Purpose; Scope of Services** – This Agreement articulates the mutual commitments in which Region 2 and OCED are involved whereas OCED will support and assist Region 2 in the work described in Attachment A (the Project). Region 2 will oversee the development of the project and performance under this Agreement. OCED agrees to put forth its best efforts in managing and delivering the products and services, as described in "Attachment A", incorporated herein (hereinafter referred to as the "Work").
2. **Term** – The term of this Agreement shall be from February 1, 2015 to May 31, 2015. During the Term, this Agreement may be modified at any time by a mutual written agreement of the parties authorized to enter into this Agreement (the undersigned). Additional funds may be added by modifying the Agreement with a new work plan reflecting tasks mutually agreed upon by both parties.
3. **Termination** – Region 2 or OCED may terminate this Agreement at any time by giving 30 days written notice to the other party via such party's e-mail address as provided below. Region 2 may, however, terminate this Agreement without notice for due cause. Cause shall include, but not be limited to:
 - The failure of OCED to perform its obligations under this Agreement, in a timely, acceptable and proper manner, or OCED's unwaived breach of any material term of this Agreement. Should such a violation occur, OCED shall be notified and given 15 days, or such longer period as OCED may authorize in writing, after receipt of such notice to cure the violation.
 - A good faith determination by Region 2 that successful completion of the Project is not achievable.
 - Termination or suspension of Project funding by Region 2.
4. **Compensation** – Region 2 shall pay OCED an amount not to exceed \$12,500 for services rendered by OCED and accepted by Region 2, for labor and work-related expenses in accordance with the budget in Attachment A. Any additional expenses incurred by OCED not initially included in the scope of services set forth in Section 1 and Attachment A, must be authorized in advance by Region 2, in its sole discretion.

OCED further agrees that all compensation payable to OCED is set forth in this Section 4 and Attachment A and neither OCED nor its employees, agents or subcontractors are entitled to any other benefits or compensation, such as those customarily afforded to employees of Region 2, and these parties expressly waive any claim to same, except as may be required by law.

Should this Agreement be terminated, for any reason, prior to expiration of the Term, Region 2 shall not be obligated to pay OCED the entire sum set forth above in this Section 4, but shall be responsible to pay to OCED only those amounts due and owing for services performed by OCED prior to termination that Region 2 has deemed acceptable and/or any expenses incurred prior to termination that have been approved by Region 2.

5. **Method of Payment** – Region 2 will pay OCED in response to not more than monthly invoices received from OCED. Invoice amounts will be based on progress towards completion of the work and budget described in Attachment A.
6. **Conduct of Work; Independent Contractor Status** – OCED shall, at all times, conduct the Work as an independent contractor and shall not in any manner hold itself or its employees, agents or subcontractors out as employees or agents of Region 2. OCED acknowledges and agrees that:
 - OCED will be using its independent judgment and professional expertise to provide the services set forth in this Agreement. In providing said services, OCED shall use the highest standards of its profession;
 - OCED, consistent with the Work, is expected to perform the responsibilities of this Agreement in good faith, in a manner that is in the best interest of Region 2, and shall put forth its best efforts in performance of the Work;
 - This Agreement shall not preclude OCED from providing services to other third parties to the extent that it does not interfere with OCED's obligations to Region 2 hereunder;
 - Region 2 will not supervise, set the hours or manner of performance, or otherwise be responsible for the activities of OCED or its employees, agents or subcontractors;
 - OCED shall supervise and direct the Work using that skill and attention as is customary in OCED's area of expertise, and shall be responsible for all appropriate means, methods, techniques, sequences and procedures, provided that Region 2 retains ultimate authority, responsibility over and approval of the services performed hereunder;
 - OCED shall furnish and pay for all labor, materials and equipment required in connection with the performance of the Work;
 - No negligent act or omission by OCED, or its employees or agents or subcontractors, shall in any way obligate or be binding on Region 2;
 - This Agreement shall not be construed to create a joint venture, partnership, association, or other affiliation or like relationship between OCED and Region 2, it being specifically agreed that their relationship is and shall remain that of independent parties to an agreement relationship, as set forth herein;
 - Neither OCED nor its employees, agents, or subcontractors shall have any claim under this Agreement or otherwise against Region 2 for vacation pay, paid sick leave, retirement benefits, social security, workers' compensation, health, disability, or unemployment insurance benefits or other employee benefits of any kind. Accordingly, OCED understands and agrees that (i) it will not be treated as Region 2's employee for federal tax purposes; (ii) Region 2 will not withhold, on behalf of OCED, any sums for income tax, unemployment insurance, social security, or any other withholding pursuant to any law or requirement of any governmental body,

including federal (such as FICA and FUTA), state and local taxes which may be payable on the compensation received from Region 2, and that all such payments, withholdings, and benefits, if any, are the sole responsibility of OCED, and (iii) OCED shall indemnify and hold Region 2 harmless from any and all loss or liability arising from its failure to make such payments, withholding, and benefits, if any.

7. **Good Standing** – OCED represents that it is in good standing in the State of Michigan. OCED also represents that it, as the case may be, is not currently barred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs.
8. **Drug-Free Workplace; Equal Opportunity Employer** – OCED represents that it operates as a drug-free workplace and as an Equal Opportunity Employer.
9. **Indemnification and Hold Harmless** – OCED shall defend, indemnify and hold Region 2 harmless from and against all losses, costs, damages and expenses (including attorney's fees) arising out of OCED's performance of the Work or breach of any of the terms and conditions of this Agreement.
10. **Work Products** – The parties acknowledge that this Agreement is a work for hire Agreement and that all of the information, data, analysis and conclusions provided to Region 2, in whatever form or format, are the intellectual property of Region 2.
11. **Governing Law; Venue**– This Agreement shall be governed by the laws of the State of Michigan, without regard to its conflict of laws principles. All disputes arising under this Agreement between the parties shall be resolved in good faith by the parties, but failing compromise or agreement, the parties hereto (a) irrevocably submit to the jurisdiction and venue of any state or federal court sitting in Ann Arbor, Michigan, and (b) waive, to the fullest extent that they may effectively do so, the defense of inconvenient forum or improper venue. The parties also agree that a final judgment in any such action shall be conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law. The parties hereto acknowledge and agree that each knowingly, voluntarily and intentionally waives any right either of them may have to a trial by jury in any litigation based upon or arising out of this Agreement or any of the transactions contemplated by this Agreement. Neither party will seek to consolidate, by counter claim or otherwise, any action in which a jury trial has been waived with any other action in which a jury trial cannot be or has not been waived.
12. **Entire Agreement; Severability** – This Agreement, including Attachment A, represents the entire agreement between Region 2 and OCED with respect to the subject matter hereof, and supersedes and annuls all prior agreements, promises, understandings, or representations, of any nature, made at any time between Region 2 and OCED relating to the subject matter hereof. No subsequent agreements, promises, or representations, of any nature, shall be binding and effective between the parties and this Agreement may be modified only by a written instrument signed by an authorized officer of Region 2 and OCED (the undersigned). In the event that any portions of this Agreement should be invalid under applicable existing law, then such portions are to be modified in the letter and intent of this Agreement to the extent permitted by applicable law so as to be rendered valid. Any portions of this Agreement which are invalid under applicable law shall not render this Agreement or any other part hereof invalid, but such invalid portions shall be inapplicable until an appropriate court (as set forth above in Section 14) or the parties hereto have made appropriate changes, in accordance with applicable law, to achieve the intent of the invalid provision.
13. **Conflict of Interest** – OCED may engage in work for others while engaged in the Work. OCED agrees, however, to advise Region 2 fully of any services it is providing or may provide to other parties during the term of this Agreement that might constitute a conflict of interest or the appearance of a conflict of interest with the parties' responsibilities to the Work. If either party

determines a conflict of interest exists and efforts to resolve the matter to the satisfaction of both parties fail, the unresolved conflict of interest shall be grounds for immediate termination of this Agreement. Should such a possible appearance of a conflict of interest occur, OCED shall be notified and given 15 days, or such longer period as Region 2 may authorize in writing, after receipt of such notice to resolve the matter.

14. **Assignment; Binding Effect** – This Agreement may not be assigned in whole or part by either party without the express written consent of the other party. The provisions of this Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns.
15. **Counterparts** -- This Agreement may be executed in any number of counterparts with the same effect as if the signatures to each were upon the same instrument.

Acceptance and Signature

Acceptance for Region 2:

Steven M. Duke
Executive Director

Region 2 Planning Commission
120 W. Michigan, 9th Floor
Jackson, MI 49201
517.768.6706
517.788.4635
Email: SDuke@co.jackson.mi.us

Acceptance for Washtenaw County:

ATTESTED TO:

WASHTENAW COUNTY

By

 3/4/15


Lawrence Kestenbaum (DATE)
County Clerk/Register

 3-4-15

Verna J. McDaniel (DATE)
County Administrator

APPROVED AS TO CONTENT:

By

 for M.J. Callan 3/4/15

Mary Jo Callan (DATE)
OCED Director

APPROVED AS TO FORM:

By

 3-4-15

Curtis N. Hedger (DATE)
Office of Corporation Counsel

Attachment A -- Scope of Work

Background

The Transportation Functional Team met several times during the summer and fall of 2014 and identified:

- Priority economic-development related transportation issues in the region
- Broad goals and specific objectives for the region's transportation system that will help drive and support economic prosperity
- An initial list of potential strategies or actions that regional partners could collaborate on to help achieve the goals and objectives

Based on these discussions, the Transportation Functional Team identified a need for connecting their work with the goals and objectives of the talent council, workforce, and adult education teams. In particular, the group sees a need for better understanding the regional transportation needs of the 21st century worker in the key industry areas identified by the talent council: healthcare, manufacturing, and information technology (IT). Based on the available labor shed data for those industries, there are several specific questions to address:

- a) Do transportation options affect companies' ability to attract and retain talent?
- b) Is workers' access to transportation options limiting their ability to seek/get to jobs in these industries?
- c) What does the workforce in these industries value most in terms of transportation options (currently and in the future)
- d) How does that vary by demographic category?
- e) Where do workers in those industries live in relation to where those jobs are (or where training opportunities for those jobs are)?
- f) What are the existing transportation options to meet workers' needs?
- g) Where are the major transportation gaps?
- h) What public-private sector models are available for expanding mobility options and attractiveness to meet industry talent needs?

The Transportation Functional Team proposes that these questions be addressed in two phases. In Phase I (February, 2015 to May, 2015), the team proposes to award grants to Washtenaw County Office of Economic and Community Development (OCED), Emma White Research LLC (EWR), and the Michigan Environmental Council (MEC) to address questions a) through d) above. Partners will seek additional funding at a later date to complete Phase II which address questions e) through h) above.

Scope of Work

In Phase I, OCED and partners Michigan Environmental Council (MEC) and Emma White Research (EWR) will work with the Transportation, Workforce Development, Adult Education, and Talent Council teams to assess if and how transportation options affect attraction and retention of the type of talent needed by the healthcare, IT, and manufacturing industry in the region. Specific tasks include:

- **Task Group 1: Convene partners and manage the project (Lead: OCED)**
 - OCED will take the lead on convening project partners, as well as members of the Regional Prosperity Initiative functional teams to discuss the project goals, and get input on the

methods for collecting data from industry and the regional workforce, and present findings from Task Groups 2 and 3 before the final summary report is prepared.

- OCED will combine all of the research and findings from Task Groups 2 and 3 into one comprehensive project report.
- OCED will also provide overall project management, ensuring communication among the partners, maintaining regular communication on progress and issues with the Transportation Team facilitator, Public Sector Consultants, and reviewing all products produced by EWR and MEC.

■ **Task Group 2: Survey of current and future workforce, as well as major employers in target industries (Lead: EWR)**

- Conduct qualitative interviews of industry business leaders to understand what they hear about transportation as it relates to their fields and particularly recruiting talent to their companies. To investigate this, we will conduct 20-30 minute interviews with leaders in three industry clusters (health care, technology, manufacturing), starting with those who are already engaged as part of the RPI Talent Council effort. The Talent Council facilitator will provide names and contact information for the interviews. EWR will draft the question outline and work with the Transportation Team and Talent Council to make sure it addresses the right questions. EWR will schedule and conduct 5-7 interviews in each of the three industry clusters, analyze, and provide a written report of the survey the results.
- Conduct surveys of workforce agency customers in order to get reporting from those looking to break into the workforce about how much of a barrier transportation is for them currently and what they need in terms of transportation. EWR will draft the questionnaire with input from the Transportation Functional Team and will do all programming, data collection, and analysis of the surveys. EWR will provide a written summary report at the end of the survey process. The final data may be weighted to match parameters the Talent Council/Workforce team have available on the survey audience. The list of customers will be provided by the four Michigan Works Agencies in the region and EWR will put in place strict confidentiality procedures to protect customers' information. Telephone phone numbers are available for well over 90% of the list, and recruiting over the telephone is likely to produce better response rates than mail invitations. In addition, given the education level of the potential survey group, EWR will anticipate some issues with literacy and believes oral rather than written interviews would be preferable.

■ **Task Group 3: literature review of trends in workforce transportation related to RPI categories (Lead: MEC)**

- MEC will conduct a best practices review of transportation alternatives in similar regions that address workforce/job access needs
- Based on the best practices review, MEC will evaluate and highlight trends for emerging workforce-focused transportation efforts and will develop case studies from 2 to 3 similar regions
- MEC will provide a written summary of the best practices review, analysis, and case studies to the Transportation Functional Team

Project Budget

The total budget for the project as proposed above is \$46,000. Breakdowns of the budget by task group and grantee are provided in the tables below.

Breakdown by Task Group:

Tasks	Cost
Task Group 1: Convene partners and manage the project	
Convening project partners	\$2,000
Develop integrated final report	\$5,500
Project management and oversight	\$5,000
Task Group 2: : Survey of current and future workforce and major employers in target industries	
Conduct qualitative interviews	\$10,000
Conduct surveys of workforce agency customers	\$19,500
Task Group 3: literature review of trends in workforce transportation related to RPI categories	
Best practices review and analysis	\$2,500
Develop summary and case studies	\$1,500
Total Project Budget	\$46,000

Breakdown by Grantee:

Grantee	Task Group	Budget
OCED	Task group 1 (with oversight of tasks 2 and 3)	\$12,500
EWR	Task group 2	\$29,500
MEC	Task group 3	\$ 4,000

Timeline

The project team proposed to begin the work in early February and complete the project by the end of May, 2015.

Tasks	Feb	March	April	May
Task Group 1: Convene partners and manage the project				
Convening project partners				
Develop integrated final report				
Project management and oversight				
Task Group 2: : Survey of current and future workforce and major employers in target industries				
Conduct qualitative interviews				
Conduct surveys of workforce agency customers				
Task Group 3: literature review of trends in workforce transportation related to RPI categories				
Best practices review and analysis				
Develop summary and case studies				

MEMORANDUM OF AGREEMENT

Between

Region 2 Planning Commission

And

Michigan Environmental Council

This Agreement is between Region 2 Planning Commission (hereinafter referred to as "Region 2") and the Michigan Environmental Council, a Michigan non-profit entity (hereinafter referred to as "MEC") (and also, individually, a "party" and, collectively, "the parties").

1. **Purpose; Scope of Services** – This Agreement articulates the mutual commitments in which Region 2 and MEC are involved whereas MEC will support and assist Region 2 in the work described in Attachment A (the Project). Region 2 will oversee the development of the project and performance under this Agreement. MEC agrees to put forth its best efforts in managing and delivering the products and services, as described in "Attachment A", incorporated herein (hereinafter referred to as the "Work").
2. **Term** – The term of this Agreement shall be from February 1, 2015 to May 31, 2015. During the Term, this Agreement may be modified at any time by a mutual written agreement of the parties authorized to enter into this Agreement (the undersigned). Additional funds may be added by modifying the Agreement with a new work plan reflecting tasks mutually agreed upon by both parties.
3. **Termination** – Region 2 or MEC may terminate this Agreement at any time by giving 30 days written notice to the other party via such party's e-mail address as provided below. Region 2 may, however, terminate this Agreement without notice for due cause. Cause shall include, but not be limited to:
 - The failure of MEC to perform its obligations under this Agreement, in a timely, acceptable and proper manner, or MEC's unwaived breach of any material term of this Agreement. Should such a violation occur, MEC shall be notified and given 15 days, or such longer period as MEC may authorize in writing, after receipt of such notice to cure the violation.
 - A good faith determination by Region 2 that successful completion of the Project is not achievable.
 - Termination or suspension of Project funding by Region 2.
4. **Compensation** – Region 2 shall pay MEC an amount not to exceed \$4,000 for services rendered by MEC and accepted by Region 2, for labor and work-related expenses in accordance with the budget in Attachment A. Any additional expenses incurred by MEC not initially included in the scope of services set forth in Section 1 and Attachment A, must be authorized in advance by Region 2, in its sole discretion.

MEC further agrees that all compensation payable to MEC is set forth in this Section 4 and Attachment A and neither MEC nor its employees, agents or subcontractors are entitled to any other benefits or compensation, such as those customarily afforded to employees of Region 2, and these parties expressly waive any claim to same, except as may be required by law.

Should this Agreement be terminated, for any reason, prior to expiration of the Term, Region 2 shall not be obligated to pay MEC the entire sum set forth above in this Section 4, but shall be responsible to pay to MEC only those amounts due and owing for services performed by MEC prior to termination that Region 2 has deemed acceptable and/or any expenses incurred prior to termination that have been approved by Region 2.

5. **Method of Payment** – Region 2 will pay MEC in response to monthly invoices received from MEC. Invoice amounts will be based on progress towards completion of the work and budget described in Attachment A.
6. **Conduct of Work; Independent Contractor Status** – MEC shall, at all times, conduct the Work as an independent contractor and shall not in any manner hold itself or its employees, agents or subcontractors out as employees or agents of Region 2. MEC acknowledges and agrees that:
 - MEC will be using its independent judgment and professional expertise to provide the services set forth in this Agreement. In providing said services, MEC shall use the highest standards of its profession;
 - MEC, consistent with the Work, is expected to perform the responsibilities of this Agreement in good faith, in a manner that is in the best interest of Region 2, and shall put forth its best efforts in performance of the Work;
 - This Agreement shall not preclude MEC from providing services to other third parties to the extent that it does not interfere with MEC's obligations to Region 2 hereunder;
 - Region 2 will not supervise, set the hours or manner of performance, or otherwise be responsible for the activities of MEC or its employees, agents or subcontractors;
 - MEC shall supervise and direct the Work using that skill and attention as is customary in MEC's area of expertise, and shall be responsible for all appropriate means, methods, techniques, sequences and procedures, provided that Region 2 retains ultimate authority, responsibility over and approval of the services performed hereunder;
 - MEC shall furnish and pay for all labor, materials and equipment required in connection with the performance of the Work;
 - No negligent act or omission by MEC, or its employees or agents or subcontractors, shall in any way obligate or be binding on Region 2;
 - This Agreement shall not be construed to create a joint venture, partnership, association, or other affiliation or like relationship between MEC and Region 2, it being specifically agreed that their relationship is and shall remain that of independent parties to an agreement relationship, as set forth herein;
 - Neither MEC nor its employees, agents, or subcontractors shall have any claim under this Agreement or otherwise against Region 2 for vacation pay, paid sick leave, retirement benefits, social security, workers' compensation, health, disability, or unemployment insurance benefits or other employee benefits of any kind. Accordingly, MEC understands and agrees that (i) it will not be treated as Region 2's employee for federal tax purposes; (ii) Region 2 will not withhold, on behalf of MEC, any sums for income tax, unemployment insurance, social security, or any other withholding pursuant to any law or requirement of any governmental body, including federal (such as FICA and FUTA), state and local taxes which may be payable on the compensation received from Region 2, and that all such payments, withholdings, and benefits, if any, are the sole responsibility of MEC, and (iii) MEC shall indemnify and hold Region 2 harmless

from any and all loss or liability arising from its failure to make such payments, withholding, and benefits, if any.

7. **Good Standing** – MEC represents that it is in good standing in the State of Michigan. MEC also represents that it, as the case may be, is not currently barred, suspended, or otherwise excluded from or ineligible for participation in Federal assistance programs.
8. **Drug-Free Workplace; Equal Opportunity Employer** – MEC represents that it operates as a drug-free workplace and as an Equal Opportunity Employer.
9. **Indemnification and Hold Harmless** – MEC shall defend, indemnify and hold Region 2 harmless from and against all losses, costs, damages and expenses (including attorney's fees) arising out of MEC's performance of the Work or breach of any of the terms and conditions of this Agreement. MEC shall further indemnify and hold Region 2 harmless from and against all losses, costs, damages and expenses (including attorney's fees) Region 2 may incur as a result of MEC's own or MEC's employee's, agent's or subcontractor's operation of a motor vehicle in the course of completing any obligations hereunder.
10. **Confidentiality** – MEC agrees to treat in the strictest confidence Region 2's business and financial affairs, all Client matters and identities, personnel, and other matters related to the conduct of Region 2's business and understands that any breach of such confidence shall be grounds for termination of this Agreement. MEC also agrees not to publish or otherwise disclose any such information or data obtained in the course of performance of this Agreement without the express written consent of Region 2 before, during or after the Term. MEC agrees and covenants that it will not, at any time, either during the Term or thereafter, disclose to any other person, firm, or corporation, or use for its own benefit, any information, confidential or otherwise, obtained from the Project or Region 2 in connection with the performance of services under this Agreement. Each party agrees not to conduct any activities using information obtained during the course of this relationship for its own benefit or which would be to the detriment, or intended or probable detriment, of either party, or either party's clients.
11. **Work Products** – The parties acknowledge that this Agreement is a work for hire Agreement and that all of the information, data, analysis and conclusions provided to Region 2, in whatever form or format, are the intellectual property of Region 2.
14. **Governing Law; Venue** – This Agreement shall be governed by the laws of the State of Michigan, without regard to its conflict of laws principles. All disputes arising under this Agreement between the parties shall be resolved in good faith by the parties, but failing compromise or agreement, the parties hereto (a) irrevocably submit to the jurisdiction and venue of any state or federal court sitting in Ann Arbor, Michigan, and (b) waive, to the fullest extent that they may effectively do so, the defense of inconvenient forum or improper venue. The parties also agree that a final judgment in any such action shall be conclusive and may be enforced in other jurisdictions by suit on the judgment or in any other manner provided by law. The parties hereto acknowledge and agree that each knowingly, voluntarily and intentionally waives any right either of them may have to a trial by jury in any litigation based upon or arising out of this Agreement or any of the transactions contemplated by this Agreement. Neither party will seek to consolidate, by counter claim or otherwise, any action in which a jury trial has been waived with any other action in which a jury trial cannot be or has not been waived.
15. **Entire Agreement; Severability** – This Agreement, including Attachment A, represents the entire agreement between Region 2 and MEC with respect to the subject matter hereof, and supersedes and annuls all prior agreements, promises, understandings, or representations, of any nature, made at any time between Region 2 and MEC relating to the subject matter hereof. No subsequent

agreements, promises, or representations, of any nature, shall be binding and effective between the parties and this Agreement may be modified only by a written instrument signed by an authorized officer of Region 2 and MEC (the undersigned). In the event that any portions of this Agreement should be invalid under applicable existing law, then such portions are to be modified in the letter and intent of this Agreement to the extent permitted by applicable law so as to be rendered valid. Any portions of this Agreement which are invalid under applicable law shall not render this Agreement or any other part hereof invalid, but such invalid portions shall be inapplicable until an appropriate court (as set forth above in Section 14) or the parties hereto have made appropriate changes, in accordance with applicable law, to achieve the intent of the invalid provision.

16. **Conflict of Interest** – MEC may engage in work for others while engaged in the Work. MEC agrees, however, to advise Region 2 fully of any services it is providing or may provide to other parties during the term of this Agreement that might constitute a conflict of interest or the appearance of a conflict of interest with the parties' responsibilities to the Work. If either party determines a conflict of interest exists and efforts to resolve the matter to the satisfaction of both parties fail, the unresolved conflict of interest shall be grounds for immediate termination of this Agreement. Should such a possible appearance of a conflict of interest occur, MEC shall be notified and given 15 days, or such longer period as Region 2 may authorize in writing, after receipt of such notice to resolve the matter.
17. **Assignment; Binding Effect** – This Agreement may not be assigned in whole or part by either party without the express written consent of the other party. The provisions of this Agreement shall be binding upon and shall inure to the benefit of the parties hereto and their respective successors and assigns.
18. **Counterparts** – This Agreement may be executed in any number of counterparts with the same effect as if the signatures to each were upon the same instrument.

Acceptance and Signature

Acceptance for Region 2:

Steven M. Duke
Executive Director

Region 2 Planning Commission
120 W. Michigan, 9th Floor
Jackson, MI 49201
517.768.6706
517.788.4635
Email: SDuke@co.jackson.mi.us

Acceptance for MEC:



Christopher Kolb
Executive Director

Michigan Environmental Council
602 W. Ionia
Lansing, MI 48933
517.487.9539
Email: chris@environmentalcouncil.org

Attachment A -- Scope of Work

Background

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- Priority economic-development related transportation issues in the region
- Broad goals and specific objectives for the region's transportation system that will help drive and support economic prosperity
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methods for collecting data from industry and the regional workforce, and present findings from Task Groups 2 and 3 before the final summary report is prepared.

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Project Budget

The total budget for the project as proposed above is \$46,000. Breakdowns of the budget by task group and grantee are provided in the tables below.

Breakdown by Task Group:

Tasks	Cost
Task Group 1: Convene partners and manage the project	
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Total Project Budget	\$46,000

Breakdown by Grantee:

Grantee	Task Group	Budget
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Timeline

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Task Group 2: : Survey of current and future workforce and major employers in target industries				
Conduct qualitative interviews				
Conduct surveys of workforce agency customers				
Task Group 3: literature review of trends in workforce transportation related to RPI categories				
Best practices review and analysis				
Develop summary and case studies				



Summary Dated December 19, 2014

Transportation funding goes to the ballot

After a week-long debate lasting into the early morning hours today, legislators agreed to let the voters decide on raising \$1.2 billion to fix Michigan's crumbling roads. "Now we have a solution," Gov. Snyder said. "We have a solution we support." Approved by a 2/3 vote by the Legislature, [HJR UU](#) would amend the state Constitution to do the following:

- Increase the sales tax from the current 6 percent to 7 percent.
- End sales taxes after Oct. 1, 2015, on motor fuels.
- Dedicate 60 percent of the first 5 percent of the sales tax and an amount equal to 12.3 percent of the first 5 percent of the use tax to the School Aid Fund (SAF). Currently, the sales tax earmark applies to the first 4 percent of the tax. The use-tax earmark would be new.
- Provide for the SAF to be used exclusively for school districts and community colleges. The SAF would no longer be used to help fund universities.
- Dedicate 15 percent of the first 5 percent of the sales tax to be used for revenue sharing with townships, cities, and villages. Currently, this earmark applies to the first 4 percent of the tax.

A series of bills are tie-barred to [HJR UU](#) and contingent to the voters passing the constitutional amendment. Here is a summary of some of the transportation-related bills.

[HB 4539](#) - Would remove the sales tax from gasoline.

[HB 4630](#) - Would eliminate depreciation-related reductions in vehicle registration fees for cars bought after 2015, would increase heavy truck fees, and create a surcharge for electric and hybrid vehicles.

[HB 5167](#) – Would require MDOT to develop and implement a performance rating system for maintenance services performed on all highways, streets and roads under its jurisdiction.

[HB 5492](#) - Would eliminate the sales and use tax on gasoline and diesel fuel for operating motor vehicles.

[HB 5477](#) - Would convert the 19 cents per gallon gasoline tax and 15 cents per gallon diesel tax into a 14.9 percent tax on the wholesale price, equivalent to about 42 cents per gallon, and would tax alternative fuels, such as compressed natural gas, at the same rate.

[HB 5493](#) – Would eliminate the 15 cents per gallon diesel fuel tax and convert it to a percent tax based on the wholesale price at the same 14.9 percent tax rate as gasoline.

[HB 4251](#) – Would allow a township board to require a county road commission to competitively bid a road project if the township is contributing more than 50 percent to the project's cost.

[HB 5460](#) - Would impose warranty requirements on all local road agencies.

The plan would ensure there would be sufficient funds for transportation as well as protecting schools and local governments. It also ensures that transportation taxes go to transportation purposes. The changes would mean a total increase of \$1.3 billion, with \$1.2 billion going to transportation in three years. The remaining funds would be split between the increase in the Earned Income Tax Credit (EITC), \$300 million more to schools, \$112 million to rail and public transit, and \$94 million to local governments. This [chart](#) breaks down the proposal in detail. The ballot proposal will go before voters in a special election in May 2015.

**Please Contact Pamela Boyd or Jim Koenig for additional information
MDOT – Bureau of Transportation Planning – Statewide Planning Section (517) 373-9054**

Distribution Schedule for Michigan Transportation Funding by County
Estimated - Assuming May 2015 Ballot Proposal Passes
and MTF Receives \$1.2 Billion Increase

County	Existing Revenue Actual Fiscal Year 2014	Estimated Year One Fiscal Year 2016	Estimated Year Two Fiscal Year 2017	Estimated Year Three and Beyond Fiscal Year 2018
Alcona	2,446,004	2,997,380	3,548,755	4,100,130
Alger	2,092,099	2,563,698	3,035,296	3,506,894
Allegan	8,617,070	10,559,519	12,501,968	14,444,417
Alpena	3,167,051	3,880,964	4,594,876	5,308,789
Antrim	3,431,166	4,204,615	4,978,065	5,751,514
Arenac	2,411,086	2,954,590	3,498,093	4,041,597
Baraga	2,046,302	2,507,577	2,968,851	3,430,126
Barry	4,723,807	5,788,642	6,853,476	7,918,311
Bay	7,713,726	9,452,544	11,191,362	12,930,180
Benzie	2,584,581	3,167,194	3,749,807	4,332,420
Berrien	10,550,040	12,928,216	15,306,392	17,684,568
Branch	4,169,242	5,109,067	6,048,892	6,988,717
Calhoun	8,205,502	10,055,175	11,904,849	13,754,523
Cass	4,612,920	5,652,758	6,692,597	7,732,435
Charlevoix	3,113,561	3,815,416	4,517,271	5,219,126
Cheboygan	3,739,079	4,581,938	5,424,796	6,267,655
Chippewa	4,662,033	5,712,942	6,763,851	7,814,761
Clare	3,746,694	4,591,269	5,435,843	6,280,418
Clinton	6,238,963	7,645,342	9,051,721	10,458,100
Crawford	2,447,898	2,999,699	3,551,501	4,103,303
Delta	3,876,266	4,750,048	5,623,831	6,497,614
Dickinson	2,870,323	3,517,348	4,164,372	4,811,397
Eaton	7,871,876	9,646,345	11,420,813	13,195,281
Emmet	3,767,280	4,616,496	5,465,711	6,314,927
Genesee	21,235,816	26,022,766	30,809,716	35,596,666
Gladwin	3,146,832	3,856,187	4,565,542	5,274,897
Gogebic	2,480,671	3,039,861	3,599,051	4,158,241
Grand Traverse	7,209,035	8,834,086	10,459,138	12,084,189
Gratiot	4,293,133	5,260,886	6,228,638	7,196,390
Hillsdale	4,399,238	5,390,909	6,382,579	7,374,250
Houghton	4,087,332	5,008,694	5,930,055	6,851,416
Huron	4,938,931	6,052,258	7,165,586	8,278,913
Ingham	12,628,850	15,475,629	18,322,408	21,169,187
Ionia	4,725,264	5,790,427	6,855,590	7,920,753
Iosco	3,539,696	4,337,609	5,135,523	5,933,436
Iron	2,242,125	2,747,542	3,252,959	3,758,376
Isabella	5,180,232	6,347,954	7,515,675	8,683,396
Jackson	10,767,490	13,194,684	15,621,877	18,049,071
Kalamazoo	13,352,233	16,362,076	19,371,918	22,381,761
Kalkaska	3,278,096	4,017,040	4,755,984	5,494,928
Kent	30,607,021	37,506,416	44,405,811	51,305,206

Keweenaw	1,207,275	1,479,418	1,751,560	2,023,703
Lake	2,754,511	3,375,429	3,996,348	4,617,266
Lapeer	6,920,805	8,480,884	10,040,962	11,601,041
Leelanau	2,878,816	3,527,755	4,176,694	4,825,633
Lenawee	7,126,676	8,733,162	10,339,648	11,946,134
Livingston	12,838,431	15,732,454	18,626,477	21,520,499
Luce	1,738,210	2,130,035	2,521,860	2,913,685
Mackinac	2,295,952	2,813,503	3,331,053	3,848,604
Macomb	39,087,499	47,898,552	56,709,605	65,520,658
Manistee	3,699,145	4,533,002	5,366,858	6,200,714
Marquette	5,764,553	7,063,991	8,363,429	9,662,867
Mason	3,747,253	4,591,954	5,436,655	6,281,356
Mecosta	4,078,439	4,997,795	5,917,152	6,836,508
Menominee	3,404,361	4,171,768	4,939,175	5,706,582
Midland	5,730,031	7,021,688	8,313,344	9,605,000
Missaukee	2,931,131	3,591,863	4,252,595	4,913,327
Monroe	10,678,081	13,085,120	15,492,159	17,899,198
Montcalm	5,607,355	6,871,357	8,135,360	9,399,363
Montmorency	2,207,370	2,704,953	3,202,535	3,700,118
Muskegon	9,413,472	11,535,445	13,657,418	15,779,391
Newaygo	5,411,741	6,631,649	7,851,557	9,071,464
Oakland	62,436,451	76,510,794	90,585,138	104,659,481
Oceana	3,852,546	4,720,982	5,589,418	6,457,854
Ogemaw	3,003,273	3,680,267	4,357,261	5,034,255
Ontonagon	2,400,024	2,941,034	3,482,045	4,023,055
Osceola	3,471,659	4,254,235	5,036,812	5,819,389
Oscoda	2,267,616	2,778,780	3,289,943	3,801,106
Otsego	3,713,815	4,550,978	5,388,141	6,225,305
Ottawa	17,228,064	21,111,592	24,995,120	28,878,648
Presque Isle	2,657,908	3,257,050	3,856,192	4,455,335
Roscommon	3,758,345	4,605,546	5,452,747	6,299,948
Saginaw	12,729,577	15,599,062	18,468,547	21,338,032
Sanilac	5,359,138	6,567,187	7,775,237	8,983,287
Schoolcraft	1,878,947	2,302,497	2,726,047	3,149,597
Shiawassee	5,237,463	6,418,085	7,598,707	8,779,329
St. Clair	10,636,504	13,034,171	15,431,838	17,829,504
St. Joseph	4,719,095	5,782,868	6,846,640	7,910,413
Tuscola	5,576,113	6,833,073	8,090,033	9,346,993
Van Buren	6,029,260	7,388,368	8,747,476	10,106,584
Washtenaw	17,465,250	21,402,244	25,339,238	29,276,232
Wayne	59,156,233	72,491,154	85,826,075	99,160,996
Wexford	4,123,036	5,052,446	5,981,855	6,911,265
	624,437,993	765,197,993	905,957,993	1,046,717,993

Estimates for Counties assume flat revenue growth for existing MTF Revenues through 2018.

2014 Actual	624,437,993	624,437,993	624,437,993
New Revenue	140,760,000	281,520,000	422,280,000
Estimated Revenue	765,197,993	905,957,993	1,046,717,993

Distribution Schedule for Michigan Transportation Funding by City/Village
Estimated - Assuming May 2015 Ballot Proposal Passes
and MTF Receives \$1.2 Billion Increase

City/Village	Existing Revenue Actual Fiscal Year 2014	Estimated Year One Fiscal Year 2016	Estimated Year Two Fiscal Year 2017	Estimated Year Three and Beyond Fiscal Year 2018
Addison	55,004	67,107	79,209	91,312
Adrian	1,343,479	1,639,080	1,934,682	2,230,283
Ahmeek	16,774	20,465	24,156	27,846
Akron	39,534	48,233	56,931	65,630
Alanson	63,214	77,123	91,031	104,940
Albion	611,286	745,786	880,285	1,014,784
Algonac	263,929	322,000	380,072	438,143
Allegan	368,866	450,026	531,186	612,347
Allen	10,836	13,220	15,604	17,989
Allen Park	1,762,634	2,150,460	2,538,286	2,926,112
Alma	637,639	777,937	918,235	1,058,532
Almont	161,429	196,948	232,466	267,985
Alpena	820,050	1,000,483	1,180,915	1,361,348
Alpha	34,898	42,577	50,255	57,934
Ann Arbor	7,535,530	9,193,546	10,851,563	12,509,579
Applegate	33,716	41,134	48,553	55,971
Armada	106,664	130,133	153,602	177,072
Ashley	52,593	64,165	75,736	87,308
Athens	78,346	95,584	112,822	130,060
Au Gres	82,302	100,410	118,519	136,627
Auburn	146,869	179,184	211,499	243,814
Auburn Hills	1,393,558	1,700,178	2,006,798	2,313,417
Augusta	74,269	90,610	106,951	123,292
Bad Axe	219,906	268,291	316,676	365,061
Baldwin	113,014	137,880	162,746	187,612
Bancroft	53,459	65,222	76,984	88,747
Bangor	156,182	190,546	224,910	259,274
Baraga	145,926	178,034	210,142	242,249
Baroda	63,357	77,297	91,237	105,178
Barryton	28,710	35,026	41,343	47,660
Barton Hills	12,239	14,932	17,625	20,318
Battle Creek	4,920,516	6,003,161	7,085,805	8,168,449
Bay City	2,675,081	3,263,670	3,852,259	4,440,848
Bear Lake	26,141	31,893	37,645	43,397
Beaverton	83,456	101,819	120,181	138,544
Belding	445,523	543,550	641,577	739,604
Bellaire	94,856	115,727	136,598	157,469
Belleville	219,278	267,525	315,772	364,018
Bellevue	96,880	118,196	139,512	160,828
Benton Harbor	736,028	897,973	1,059,919	1,221,865
Benzonia	58,937	71,904	84,872	97,839

Berkley	877,590	1,070,683	1,263,777	1,456,870
Berrien Springs	125,234	152,789	180,343	207,898
Bessemer	300,773	366,951	433,129	499,307
Beulah	48,025	58,592	69,159	79,726
Beverly Hills	651,391	794,714	938,037	1,081,361
Big Rapids	658,139	802,947	947,756	1,092,564
Bingham Farms	66,167	80,725	95,284	109,842
Birch Run	118,084	144,066	170,047	196,029
Birmingham	1,242,671	1,516,092	1,789,512	2,062,933
Blissfield	234,061	285,561	337,060	388,560
Bloomfield Hills	307,493	375,149	442,806	510,462
Bloomington	50,014	61,018	72,023	83,027
Boyne City	397,114	484,489	571,865	659,240
Boyne Falls	40,850	49,838	58,826	67,815
Breckenridge	108,856	132,807	156,759	180,710
Breedsville	32,491	39,640	46,789	53,938
Bridgman	172,926	210,974	249,023	287,071
Brighton	465,346	567,734	670,123	772,511
Britton	41,077	50,115	59,153	68,191
Bronson	174,404	212,777	251,151	289,524
Brooklyn	95,312	116,283	137,254	158,225
Brown City	97,171	118,551	139,931	161,312
Buchanan	340,990	416,017	491,044	566,071
Buckley	67,533	82,392	97,251	112,110
Burlington	21,988	26,827	31,665	36,503
Burr Oak	73,885	90,142	106,398	122,655
Burton	2,488,873	3,036,491	3,584,109	4,131,727
Byron	49,671	60,600	71,529	82,458
Cadillac	784,310	956,878	1,129,447	1,302,016
Caledonia	100,079	122,099	144,119	166,139
Calumet	110,811	135,193	159,574	183,955
Camden	43,561	53,145	62,730	72,314
Capac	122,186	149,070	175,954	202,838
Carleton	125,538	153,160	180,782	208,404
Carney	31,989	39,027	46,065	53,104
Caro	289,338	353,001	416,663	480,325
Carson City	97,340	118,757	140,174	161,591
Carsonville	46,331	56,525	66,719	76,913
Caseville	70,529	86,047	101,565	117,084
Casnovia	36,552	44,594	52,636	60,679
Caspian	130,761	159,531	188,302	217,073
Cass City	192,438	234,779	277,121	319,462
Cassopolis	136,326	166,321	196,317	226,312
Cedar Springs	218,116	266,108	314,099	362,090
Cement City	47,012	57,356	67,700	78,044
Center Line	455,088	555,220	655,351	755,482
Central Lake	86,654	105,720	124,787	143,853
Centreville	102,070	124,528	146,987	169,445
Charlevoix	259,816	316,983	374,149	431,316
Charlotte	559,299	682,360	805,421	928,481

Chatham	37,390	45,617	53,844	62,071
Cheboygan	424,969	518,473	611,977	705,482
Chelsea	320,844	391,438	462,033	532,627
Chesaning	192,132	234,407	276,681	318,955
Clare	231,466	282,395	333,324	384,253
Clarkston	54,822	66,885	78,947	91,010
Clarksville	35,794	43,669	51,545	59,421
Clawson	666,992	813,749	960,505	1,107,261
Clayton	36,686	44,758	52,830	60,902
Clifford	46,240	56,414	66,588	76,762
Climax	58,985	71,963	84,941	97,920
Clinton	146,936	179,266	211,596	243,926
Clio	161,327	196,823	232,319	267,815
Coldwater	804,027	980,934	1,157,841	1,334,748
Coleman	114,425	139,602	164,778	189,955
Coloma	119,447	145,728	172,010	198,291
Colon	98,668	120,378	142,088	163,797
Columbiaville	66,879	81,594	96,309	111,024
Concord	94,546	115,348	136,151	156,954
Constantine	162,387	198,116	233,846	269,575
Coopersville	289,783	353,544	417,304	481,064
Copemish	40,835	49,820	58,804	67,789
Copper City	19,631	23,950	28,269	32,589
Corunna	242,516	295,876	349,235	402,595
Croswell	200,348	244,430	288,512	332,593
Crystal Falls	182,050	222,105	262,161	302,217
Custer	32,513	39,667	46,821	53,975
Daggett	40,275	49,136	57,998	66,859
Dansville	39,196	47,820	56,444	65,068
Davison	305,055	372,175	439,295	506,415
DeWitt	287,556	350,826	414,095	477,365
Dearborn	6,525,554	7,961,349	9,397,144	10,832,939
Dearborn Heights	3,369,027	4,110,302	4,851,577	5,592,852
Decatur	144,068	175,766	207,465	239,164
Deckerville	84,461	103,045	121,629	140,213
Deerfield	71,805	87,604	103,403	119,201
Detour	71,406	87,118	102,829	118,540
Detroit	54,202,186	66,128,105	78,054,024	89,979,944
Dexter	254,905	310,991	367,077	423,163
Dimondale	84,186	102,709	121,232	139,756
Douglas	148,350	180,991	213,632	246,273
Dowagiac	443,807	541,456	639,106	736,755
Dryden	66,674	81,344	96,014	110,684
Dundee	292,200	356,491	420,783	485,075
Durand	227,980	278,142	328,304	378,466
Eagle	13,078	15,956	18,833	21,711
East Grand Rapids	754,167	920,104	1,086,041	1,251,977
East Jordan	222,509	271,467	320,424	369,382
East Lansing	2,735,412	3,337,276	3,939,139	4,541,002
East Tawas	246,246	300,426	354,607	408,787

Eastlake	61,206	74,672	88,139	101,606
Eastpointe	1,878,511	2,291,834	2,705,156	3,118,479
Eaton Rapids	361,190	440,661	520,133	599,604
Eau Claire	53,703	65,519	77,336	89,152
Ecorse	550,476	671,596	792,715	913,834
Edmore	101,997	124,439	146,881	169,323
Edwardsburg	81,411	99,324	117,236	135,149
Elberta	55,946	68,255	80,565	92,874
Elk Rapids	184,999	225,704	266,409	307,114
Elkton	59,310	72,359	85,409	98,459
Ellsworth	63,796	77,833	91,870	105,907
Elsie	78,288	95,513	112,738	129,964
Emmett	36,265	44,245	52,224	60,203
Empire	44,006	53,689	63,371	73,054
Escanaba	986,947	1,204,102	1,421,256	1,638,411
Essexville	236,145	288,104	340,062	392,020
Estral Beach	47,982	58,539	69,096	79,654
Ewart	164,048	200,143	236,238	272,333
Fairgrove	43,073	52,550	62,027	71,505
Farmington	573,344	699,495	825,646	951,796
Farmington Hills	5,386,333	6,571,470	7,756,606	8,941,742
Farwell	82,163	100,241	118,320	136,398
Fennville	94,602	115,417	136,232	157,047
Fenton	831,608	1,014,584	1,197,560	1,380,536
Ferndale	1,183,418	1,443,801	1,704,185	1,964,568
Ferrysburg	234,323	285,880	337,437	388,994
Fife Lake	50,404	61,494	72,584	83,674
Flat Rock	544,782	664,649	784,516	904,382
Flint	8,665,250	10,571,835	12,478,420	14,385,005
Flushing	539,719	658,472	777,224	895,977
Forestville	25,981	31,697	37,414	43,130
Fountain	34,350	41,908	49,466	57,024
Fowler	77,836	94,962	112,088	129,214
Fowlerville	207,751	253,462	299,173	344,884
Frankenmuth	341,998	417,246	492,495	567,743
Frankfort	131,077	159,918	188,758	217,599
Franklin	231,168	282,031	332,894	383,757
Fraser	772,006	941,868	1,111,730	1,281,591
Freeport	52,753	64,360	75,967	87,574
Freesoil	28,643	34,946	41,248	47,550
Fremont	341,918	417,148	492,379	567,610
Fruitport	101,951	124,383	146,815	169,246
Gaastra	66,119	80,667	95,215	109,763
Gagetown	46,243	56,418	66,593	76,768
Gaines	42,770	52,180	61,591	71,001
Galesburg	127,763	155,874	183,986	212,097
Galien	49,671	60,600	71,528	82,457
Garden	18,955	23,125	27,296	31,467
Garden City	1,659,191	2,024,258	2,389,324	2,754,390
Gaylord	320,523	391,047	461,571	532,094

Gibraltar	282,990	345,255	407,520	469,785
Gladstone	458,662	559,580	660,497	761,415
Gladwin	241,933	295,165	348,397	401,628
Gobles	68,316	83,347	98,378	113,410
Goodrich	119,334	145,591	171,848	198,104
Grand Beach	54,518	66,513	78,508	90,504
Grand Blanc	503,759	614,599	725,439	836,280
Grand Haven	789,387	963,073	1,136,759	1,310,445
Grand Ledge	460,726	562,097	663,469	764,841
Grand Rapids	13,665,119	16,671,808	19,678,497	22,685,186
Grandville	1,066,552	1,301,222	1,535,892	1,770,562
Grant	69,961	85,354	100,747	116,140
Grass Lake	95,345	116,324	137,302	158,281
Grayling	142,986	174,447	205,908	237,368
Greenville	635,777	775,664	915,552	1,055,440
Grosse Pointe	322,810	393,837	464,864	535,891
Grosse Pointe Farms	569,705	695,055	820,405	945,755
Grosse Pointe Park	666,738	813,438	960,138	1,106,838
Grosse Pointe Shores	183,260	223,582	263,904	304,226
Grosse Pointe Woods	918,304	1,120,356	1,322,407	1,524,458
Hamtramck	1,185,732	1,446,625	1,707,518	1,968,410
Hancock	420,721	513,291	605,861	698,431
Hanover	45,027	54,934	64,841	74,748
Harbor Beach	129,889	158,468	187,046	215,625
Harbor Springs	137,080	167,241	197,403	227,564
Harper Woods	781,977	954,032	1,126,088	1,298,143
Harrietta	26,757	32,644	38,531	44,419
Harrison	170,904	208,507	246,111	283,714
Harrisville	43,994	53,674	63,354	73,034
Hart	154,663	188,694	222,724	256,754
Hartford	189,736	231,483	273,230	314,977
Hastings	529,751	646,310	762,870	879,429
Hazel Park	970,475	1,184,006	1,397,536	1,611,067
Hersey	42,747	52,152	61,558	70,963
Hesperia	88,946	108,517	128,088	147,658
Highland Park	806,585	984,055	1,161,525	1,338,995
Hillman	73,229	89,341	105,453	121,565
Hillsdale	594,309	725,073	855,837	986,601
Holland	2,676,276	3,265,128	3,853,979	4,442,831
Holly	359,791	438,954	518,118	597,282
Homer	122,324	149,239	176,153	203,068
Honor	34,536	42,135	49,733	57,332
Hopkins	51,992	63,431	74,871	86,311
Houghton	580,202	707,862	835,522	963,182
Howard City	166,329	202,926	239,523	276,119
Howell	576,420	703,248	830,075	956,903
Hubbardston	49,522	60,418	71,314	82,210
Hudson	179,357	218,820	258,284	297,747
Hudsonville	488,367	595,821	703,275	810,728
Huntington Woods	370,839	452,433	534,028	615,622

Imlay City	263,683	321,700	379,718	437,735
Inkster	1,483,122	1,809,448	2,135,775	2,462,101
Ionia	610,372	744,670	878,968	1,013,266
Iron Mountain	678,428	827,700	976,972	1,126,244
Iron River	419,694	512,038	604,382	696,726
Ironwood	631,060	769,910	908,760	1,047,610
Ishpeming	591,812	722,027	852,241	982,456
Ithaca	254,455	310,441	366,428	422,415
Jackson	2,524,152	3,079,533	3,634,913	4,190,294
Jonesville	176,138	214,893	253,648	292,403
Kalamazoo	5,300,686	6,466,978	7,633,270	8,799,562
Kaleva	70,286	85,751	101,216	116,681
Kalkaska	198,961	242,737	286,514	330,290
Keego Harbor	159,242	194,279	229,317	264,354
Kent City	78,467	95,732	112,997	130,261
Kentwood	3,102,097	3,784,641	4,467,185	5,149,729
Kinde	41,515	50,650	59,784	68,919
Kingsford	461,986	563,636	665,285	766,934
Kingsley	112,615	137,394	162,172	186,950
Kingston	33,496	40,866	48,236	55,606
L'Anse	202,800	247,421	292,042	336,664
Laingsburg	104,751	127,800	150,848	173,896
Lake Angelus	12,072	14,729	17,385	20,041
Lake Ann	38,297	46,723	55,149	63,576
Lake City	76,074	92,812	109,550	126,288
Lake Isabella	184,290	224,838	265,387	305,935
Lake Linden	124,937	152,427	179,916	207,406
Lake Odessa	150,419	183,515	216,611	249,707
Lake Orion	171,931	209,761	247,590	285,420
Lakeview	104,355	127,316	150,277	173,238
Lakewood Club	120,301	146,771	173,241	199,710
Lansing	8,436,872	10,293,207	12,149,543	14,005,878
Lapeer	644,629	786,464	928,300	1,070,135
Lathrup Village	293,921	358,591	423,261	487,932
Laurium	216,722	264,406	312,091	359,775
Lawrence	100,142	122,176	144,210	166,244
Lawton	160,225	195,479	230,732	265,986
Lennon	35,535	43,353	51,172	58,990
Leonard	41,295	50,381	59,467	68,553
Leroy	46,231	56,403	66,575	76,747
Leslie	141,088	172,131	203,174	234,217
Lexington	74,661	91,089	107,516	123,944
Lincoln	55,962	68,275	80,588	92,901
Lincoln Park	2,341,052	2,856,145	3,371,238	3,886,332
Linden	241,697	294,877	348,057	401,236
Litchfield	108,817	132,760	156,703	180,645
Livonia	6,362,787	7,762,769	9,162,752	10,562,734
Lowell	257,587	314,263	370,939	427,615
Ludington	569,495	694,799	820,103	945,407
Luna Pier	104,346	127,305	150,264	173,223

Luther	62,071	75,729	89,386	103,043
Lyons	78,307	95,536	112,766	129,995
Mackinac Island	45,986	56,104	66,222	76,340
Mackinaw City	177,434	216,474	255,514	294,554
Madison Heights	1,755,982	2,142,345	2,528,708	2,915,070
Mancelona	111,121	135,571	160,021	184,471
Manchester	167,613	204,492	241,371	278,250
Manistee	521,386	636,104	750,823	865,542
Manistique	250,332	305,412	360,492	415,571
Manton	101,507	123,841	146,175	168,509
Maple Rapids	51,023	62,249	73,475	84,702
Marcellus	81,928	99,954	117,981	136,007
Marine City	271,206	330,879	390,551	450,224
Marion	91,479	111,607	131,735	151,863
Marlette	147,029	179,379	211,730	244,080
Marquette	1,649,895	2,012,916	2,375,937	2,738,957
Marshall	498,810	608,561	718,312	828,064
Martin	43,521	53,097	62,672	72,248
Marysville	655,339	799,530	943,722	1,087,914
Mason	510,788	623,175	735,562	847,949
Mattawan	189,954	231,749	273,544	315,339
Maybee	54,710	66,747	78,785	90,823
Mayville	77,789	94,905	112,020	129,136
McBain	64,320	78,472	92,624	106,777
McBride	18,532	22,610	26,688	30,765
Mecosta	45,838	55,924	66,010	76,095
Melvin	29,850	36,418	42,985	49,553
Melvindale	572,981	699,052	825,122	951,193
Memphis	83,522	101,899	120,276	138,652
Mendon	80,100	97,725	115,349	132,973
Menominee	689,476	841,179	992,882	1,144,585
Merrill	63,271	77,192	91,114	105,035
Mesick	47,949	58,500	69,050	79,600
Metamora	44,383	54,149	63,914	73,680
Michiana	47,200	57,585	67,971	78,356
Middleville	227,316	277,332	327,347	377,363
Midland	3,737,177	4,559,455	5,381,733	6,204,011
Milan	381,216	465,094	548,972	632,850
Milford	371,973	453,817	535,661	617,505
Millersburg	33,730	41,152	48,574	55,995
Millington	72,084	87,945	103,805	119,666
Minden City	28,131	34,321	40,511	46,700
Monroe	1,382,992	1,687,287	1,991,582	2,295,877
Montague	240,086	292,912	345,737	398,562
Montgomery	49,213	60,041	70,869	81,697
Montrose	112,809	137,630	162,451	187,272
Morenci	166,927	203,655	240,384	277,112
Morley	46,216	56,385	66,554	76,722
Morrice	78,792	96,128	113,465	130,801
Mount Clemens	950,872	1,160,089	1,369,306	1,578,523

Mt. Morris	202,536	247,099	291,663	336,226
Mt. Pleasant	1,603,437	1,956,236	2,309,034	2,661,833
Muir	51,386	62,692	73,999	85,305
Mulliken	44,367	54,128	63,890	73,652
Munising	272,062	331,923	391,784	451,644
Muskegon	3,099,673	3,781,683	4,463,694	5,145,704
Muskegon Heights	817,824	997,766	1,177,709	1,357,652
Nashville	125,604	153,241	180,877	208,513
Negaunee	393,132	479,631	566,130	652,630
New Baltimore	649,778	792,747	935,715	1,078,683
New Buffalo	191,149	233,207	275,264	317,322
New Era	70,189	85,632	101,076	116,519
New Haven	267,715	326,620	385,524	444,429
New Lothrop	49,163	59,980	70,797	81,614
Newaygo	190,361	232,245	274,130	316,014
Newberry	153,285	187,011	220,738	254,465
Niles	801,192	977,475	1,153,759	1,330,042
North Adams	40,511	49,425	58,339	67,252
North Branch	76,408	93,219	110,031	126,843
North Muskegon	270,217	329,672	389,126	448,581
Northport	65,692	80,146	94,600	109,053
Northville	355,409	433,609	511,808	590,008
Norton Shores	1,839,113	2,243,767	2,648,420	3,053,074
Norway	341,705	416,890	492,074	567,258
Novi	3,476,833	4,241,829	5,006,824	5,771,820
Oak Park	1,645,256	2,007,255	2,369,255	2,731,255
Oakley	34,861	42,532	50,202	57,873
Olivet	112,862	137,695	162,528	187,361
Omer	32,478	39,624	46,770	53,916
Onaway	88,554	108,038	127,523	147,007
Onekama	39,529	48,226	56,924	65,621
Onsted	70,294	85,761	101,227	116,694
Ontonagon	201,613	245,973	290,333	334,693
Orchard Lake	152,437	185,977	219,517	253,057
Ortonville	98,156	119,753	141,350	162,947
Otisville	63,894	77,953	92,011	106,070
Otsego	280,219	341,874	403,530	465,185
Otter Lake	44,443	54,221	64,000	73,779
Ovid	112,891	137,730	162,569	187,408
Owendale	33,131	40,421	47,710	55,000
Owosso	1,011,533	1,234,097	1,456,661	1,679,225
Oxford	225,235	274,793	324,351	373,908
Parchment	131,414	160,328	189,243	218,157
Parma	56,898	69,417	81,937	94,456
Paw Paw	245,565	299,596	353,627	407,657
Peck	41,663	50,830	59,997	69,165
Pellston	80,835	98,621	116,406	134,192
Pentwater	98,011	119,577	141,142	162,707
Perrinton	38,517	46,992	55,467	63,942
Perry	137,729	168,033	198,337	228,641

Petersburg	88,995	108,576	128,157	147,738
Petoskey	451,711	551,099	650,488	749,876
Pewamo	51,069	62,306	73,543	84,779
Pierson	22,170	27,048	31,926	36,804
Pigeon	90,589	110,521	130,453	150,385
Pinckney	150,719	183,881	217,043	250,205
Pinconning	102,431	124,968	147,505	170,043
Plainwell	262,666	320,460	378,253	436,046
Pleasant Ridge	153,504	187,279	221,054	254,829
Plymouth	524,443	639,834	755,225	870,617
Pontiac	4,267,394	5,206,334	6,145,274	7,084,214
Port Austin	58,010	70,773	83,537	96,301
Port Hope	29,539	36,039	42,538	49,038
Port Huron	2,271,494	2,771,283	3,271,072	3,770,861
Port Sanilac	50,683	61,835	72,986	84,138
Portage	3,544,954	4,324,937	5,104,921	5,884,905
Portland	318,069	388,053	458,036	528,020
Posen	28,458	34,719	40,981	47,242
Potterville	154,207	188,136	222,066	255,995
Powers	48,492	59,162	69,831	80,501
Prescott	47,218	57,608	67,997	78,386
Quincy	111,976	136,614	161,252	185,890
Ravenna	112,470	137,217	161,963	186,710
Reading	78,921	96,286	113,651	131,016
Reed City	198,353	241,996	285,639	329,282
Reese	111,976	136,614	161,251	185,889
Richland	47,002	57,343	67,685	78,027
Richmond	323,998	395,286	466,574	537,862
River Rouge	458,987	559,976	660,965	761,955
Riverview	652,655	796,256	939,858	1,083,459
Rochester	702,427	856,979	1,011,532	1,166,084
Rochester Hills	4,558,837	5,561,903	6,564,968	7,568,033
Rockford	331,355	404,262	477,169	550,076
Rockwood	179,285	218,732	258,179	297,627
Rogers City	262,906	320,752	378,599	436,445
Romeo	190,979	232,999	275,020	317,040
Romulus	1,637,734	1,998,079	2,358,424	2,718,769
Roosevelt Park	226,714	276,597	326,480	376,363
Roscommon	92,179	112,461	132,743	153,024
Rose City	66,093	80,635	95,178	109,720
Rosebush	36,055	43,989	51,922	59,855
Roseville	2,896,073	3,533,286	4,170,499	4,807,712
Rothbury	46,027	56,154	66,281	76,408
Royal Oak	3,859,876	4,709,151	5,558,427	6,407,702
Saginaw	4,477,909	5,463,167	6,448,426	7,433,685
Saline	549,802	670,773	791,744	912,716
Sand Lake	52,962	64,615	76,269	87,922
Sandusky	202,159	246,639	291,120	335,600
Sanford	74,572	90,980	107,388	123,796
Saranac	96,708	117,987	139,265	160,543

Saugatuck	99,126	120,936	142,746	164,557
Sault Ste Marie	1,253,787	1,529,654	1,805,520	2,081,387
Schoolcraft	127,790	155,907	184,024	212,141
Scottville	112,313	137,025	161,737	186,449
Sebewaing	140,665	171,615	202,565	233,515
Shelby	204,702	249,742	294,782	339,822
Shepherd	108,018	131,785	155,552	179,319
Sheridan	57,570	70,237	82,904	95,571
Sherwood	36,793	44,888	52,984	61,079
Shoreham	46,420	56,634	66,848	77,062
South Haven	388,133	473,533	558,932	644,332
South Lyon	574,655	701,095	827,534	953,973
South Range	75,090	91,612	108,134	124,655
South Rockwood	130,231	158,886	187,540	216,194
Southfield	5,107,003	6,230,679	7,354,355	8,478,031
Southgate	1,701,182	2,075,488	2,449,793	2,824,098
Sparta	249,817	304,783	359,749	414,716
Spring Lake	180,121	219,753	259,384	299,016
Springfield	411,382	501,897	592,412	682,927
Springport	52,049	63,502	74,954	86,406
St. Charles	163,719	199,742	235,764	271,787
St. Clair	366,077	446,624	527,171	607,717
St. Clair Shores	3,501,938	4,272,457	5,042,976	5,813,495
St. Ignace	216,076	263,619	311,162	358,704
St. Johns	534,009	651,505	769,001	886,497
St. Joseph	548,665	669,386	790,107	910,828
St. Louis	424,820	518,292	611,763	705,235
Standish	126,684	154,557	182,431	210,305
Stanton	103,718	126,538	149,359	172,180
Stanwood	18,506	22,578	26,650	30,722
Stephenson	90,667	110,616	130,565	150,514
Sterling	68,241	83,256	98,271	113,285
Sterling Heights	7,511,781	9,164,572	10,817,363	12,470,154
Stevensville	105,678	128,930	152,182	175,434
Stockbridge	78,763	96,093	113,423	130,752
Sturgis	742,025	905,290	1,068,555	1,231,820
Sunfield	45,958	56,070	66,181	76,293
Suttons Bay	86,916	106,039	125,163	144,287
Swartz Creek	379,585	463,104	546,622	630,141
Sylvan Lake	109,477	133,565	157,653	181,741
Tawas City	159,779	194,935	230,090	265,246
Taylor	3,919,497	4,781,891	5,644,284	6,506,678
Tecumseh	587,043	716,209	845,374	974,539
Tekonsha	81,587	99,539	117,490	135,441
Thompsonville	60,695	74,049	87,404	100,758
Three Oaks	111,071	135,510	159,948	184,387
Three Rivers	537,570	655,850	774,129	892,409
Traverse City	1,128,461	1,376,753	1,625,044	1,873,335
Trenton	1,026,988	1,252,952	1,478,917	1,704,882
Troy	5,221,295	6,370,118	7,518,941	8,667,765

Turner	25,995	31,715	37,435	43,154
Tustin	27,779	33,891	40,003	46,116
Twining	22,674	27,663	32,652	37,641
Ubly	64,941	79,230	93,519	107,807
Union City	127,965	156,121	184,276	212,432
Unionville	42,631	52,011	61,391	70,771
Utica	271,524	331,266	391,009	450,751
Vandalia	34,406	41,976	49,547	57,117
Vanderbilt	67,641	82,524	97,406	112,289
Vassar	207,250	252,851	298,452	344,052
Vermontville	67,882	82,818	97,754	112,690
Vernon	67,078	81,837	96,596	111,355
Vicksburg	227,849	277,982	328,115	378,248
Wakefield	312,121	380,796	449,470	518,145
Waldron	52,680	64,271	75,863	87,454
Walker	1,674,929	2,043,458	2,411,987	2,780,516
Walkerville	42,226	51,517	60,808	70,099
Walled Lake	374,572	456,988	539,403	621,819
Warren	8,570,982	10,456,826	12,342,669	14,228,513
Watervliet	127,073	155,033	182,993	210,952
Wayland	278,631	339,937	401,243	462,549
Wayne	996,360	1,215,586	1,434,811	1,654,037
Webberville	92,583	112,954	133,325	153,696
West Branch	167,982	204,943	241,903	278,864
Westland	4,771,828	5,821,757	6,871,685	7,921,614
Westphalia	68,223	83,233	98,244	113,255
White Cloud	119,041	145,233	171,425	197,617
White Pigeon	110,847	135,236	159,625	184,014
Whitehall	262,234	319,932	377,630	435,329
Whittemore	36,006	43,929	51,851	59,773
Williamston	247,436	301,879	356,322	410,764
Wixom	763,032	930,919	1,098,806	1,266,693
Wolverine	47,107	57,471	67,836	78,201
Wolverine Lake	253,554	309,342	365,131	420,919
Woodhaven	649,015	791,815	934,615	1,077,416
Woodland	31,451	38,371	45,291	52,211
Wyandotte	1,580,290	1,927,996	2,275,701	2,623,407
Wyoming	4,973,135	6,067,357	7,161,579	8,255,800
Yale	123,929	151,197	178,465	205,733
Ypsilanti	1,115,640	1,361,111	1,606,581	1,852,052
Zeeland	413,573	504,570	595,566	686,563
Zilwaukee	131,222	160,094	188,967	217,839
	356,684,244	435,164,244	513,644,244	592,124,244

Estimates for Cities and Villages assume flat revenue growth for existing MTF Revenues through 2018.

2014 Actual	356,684,244	356,684,244	356,684,244
New Revenue	78,480,000	156,960,000	235,440,000
Estimated Revenue	435,164,244	513,644,244	592,124,244

Region 2 Planning Commission



MEMORANDUM

March 4, 2015

To: Region 2 Planning Commission
From: Steven M. Duke, Executive Director
Subject: JACTS FY 2014-2017 Transportation Improvement Program (TIP) Amendments

The following amendments to the JACTS FY 2014-2017 Transportation Improvement Program have been submitted by the Jackson Area Transportation Authority (JATA), the City of Jackson, Jackson County Department of Transportation (JCDOT), and the Michigan Department of Transportation. The amendments have been reviewed and approved by the JACTS Technical Advisory and Policy Committees at their respective meetings in February.

The amendments (see attachments) are summarized as follows:

Fiscal Year	Project Name	Limits	Project Description	Funding Source	Cost
ADD FY 2016	JATA	Countywide	Replace 13 full-size bus engines	Federal (5339): State (CTF):	\$ 260,000 \$ 65,000
DELETE FY 2016	JATA	Countywide	Purchase 2 full-size buses	Federal (5339): State (CTF):	\$ 640,000 \$ 160,000
DELETE FY 2016	Steward St (City of Jackson)	Wildwood to Lansing Ave	Mill & overlay	Fed (STP-U): Local:	\$ 599,000 \$ 150,000
ADD FY 2016	Mechanic St (City of Jackson)	Morrell to Washington	Reconstruction	Fed (STP-U): Local:	\$ 599,000 \$ 362,000
ADD FY 2015	Ganson/Lansing Ave (City of Jackson)	Intersection	Add southbound left-turn lane and signal replacement	Fed (STP-U): Local:	\$ 228,000 \$ 67,000
DELETE FY 2015	O'Neil Drive (JCDOT)	Airport Rd to the dead-end	Resurface	FED (STP-U): Local:	\$ 228,000 \$ 57,000
ADD FY 2015	I-94 (MDOT)	I-94 EB & WB Grass Lake weigh station	Expand concrete parking pad for chase vehicles	FED (IM): State:	\$ 8,015 \$ 891
ADD FY 2015	I-94 (MDOT)	Jackson County	Purchase easements for wetland mitigation	FED (IM): State:	\$ 470,638 \$ 104,362

The Jackson County Department of Transportation and the R2PC were notified by MDOT that the FY 2015 O'Neil Drive resurfacing project is not eligible for federal-aid funding as the

roadway was never added to the Jackson Urbanized Area National Functional Classification (NFC) system map; therefore, it needs to be deleted from the TIP.

The JACTS TIP Subcommittee met on February 6th and recommended adding a FY 2015 project to improve the intersection of Lansing Avenue and Ganson Street to replace the O'Neil Drive project. Proposed federal funding for the project remains the same at \$228,000.

Staff requests R2PC approval of the proposed amendments to the JACTS FY 2014-17 Transportation Improvement Program as presented.



February 1, 2015

Steven Duke
Executive Director
Region 2 Planning Commission
120 West Michigan Avenue
Jackson, MI 49201

Dear Mr. Duke,

As a part of our continuing strategic needs assessment initiative, it became clear that JATA has an opportunity to extend the useful service life of our large bus fleet up to an additional five years by replacing the engines. This would be much more cost effective and contribute to the overall “state of good repair” then merely replacing two busses, which are not yet at the end of their useful life.

Therefore, The Jackson Area Transportation Authority requests that the FY2016 5339 funding be amended into the JACTS 2014 through 2017 TIP from “replace 2 full size busses” to replacement of engines of all full size busses. (13 engines) The amount of expenditure is expected to be reduced from the current TIP requested amount of \$800,000 to \$325,000 of which \$260,000 would be Federal 5339 funds and the remaining \$65,000 in local match.

If you have any questions you may contact me at 517-780-3790.

Sincerely,

Bradley Charkowske
Executive Director



Neighborhood & Economic Operations

Building a Stronger Jackson

161 W. Michigan Avenue • Jackson, MI 49201-1303 • Facsimile (517) 780-4781

Building Inspection
(517) 788-4012

Code Enforcement
(517) 788-4060

Engineering
(517) 788-4160

Planning & Economic Development
(517) 768-6433

February 6, 2015

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

Re: FY 2015 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 2014-2017:

Fiscal Year	Action	Street	Description	Funding	
2015	Add	Lansing Avenue at Ganson Street	Add Southbound Left Turn Lane and Signal Replacement	Federal City	\$228,000 \$ 67,000

Lansing Avenue was converted from one-way northbound to two-way traffic in 2013. The northbound leg of Lansing Avenue has three lanes to allow for a left turn lane. However, as a one-way roadway, Lansing Avenue had two lanes on the north side of Ganson Street. Now that it has two-way traffic, the southbound left turn movement is causing problems with the through movement. To resolve this issue the City of Jackson is proposing to widen the north leg to allow for a southbound left turn lane and replace the existing traffic signal with a new box span traffic signal. The City is looking to have this project obligated in FY 2015.

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., Senior Civil Engineer

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Neighborhood & Economic Operations

Building a Stronger Jackson

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Building Inspection
(517) 788-4012

Code Enforcement
(517) 788-4060

Engineering
(517) 788-4160

Planning & Economic Development
(517) 768-6433

February 4, 2015

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

Re: FY 2016 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 2014-2017:

Fiscal Year	Action	Street	Description	Funding	
2016	Delete	Steward Street: Wildwood to Lansing	Mill and Overlay	Federal City	\$599,000 \$150,000
2016	Add	Mechanic St. Morrell to Washington	Complete Reconstruction	Federal City	\$599,000 \$362,000

Steward Street was placed on the TIP several years ago as a mill and overlay. Over the past couple of winters the condition of Mechanic Street has deteriorated rapidly compared to Steward Street. The City would like to swap Mechanic Street as a complete reconstruction project for the Steward Street project in FY 2016.

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. Burch, City Manager
Troy R. White, P.E., Senior Civil Engineer



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

KIRK T. STEUDLE
DIRECTOR

February 10, 2015

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 two amendments to the FY 2014-2017 Transportation Improvement Plan (TIP). Two I-94 projects are being added to the TIP.

The MDOT TIP amendments are detailed below.

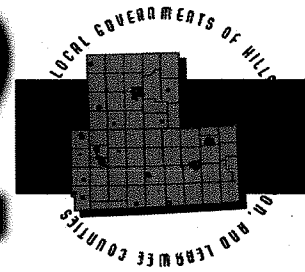
Fiscal Year	Project Name	Limits	Project Description	Funding
FY 2015 JN 126811	I-94	I-94 EB & WB Grass Lake Weight Scales	Expand concrete parking pad for chase vehicles	Construction Federal: \$ 8,015 (IM) State: 891
FY 2015 JN 125448	I-94	Jackson County	Purchase easements for wetland mitigation credit.	Right of Way Federal: \$ 470,638 (IM) State: 104,362

Thank you for your attention to this request. If you have any questions or need additional information, please contact me at 517-335-2641

Sincerely,

Rick Fowler, Transportation Planner

Region 2 Planning Commission



FEDERAL/STATE PROJECT REVIEW NOTICE

DATE: March 4, 2015
TO: Local Units of Government in Lenawee County
FROM: Region 2 Planning Commission, Regional Clearinghouse

In accordance with the Michigan Federal Project Review System, notification of the following project (FPR 15-2) is provided for your review:

The Stewardship Network is submitting a grant application for a project that will utilize the Pay-for-Performance conservation approach which was one of the 2014 awardees for a White House and EPA Challenge: Winning Solutions for Nutrient Pollution. Activities include interactions with low-adopting farmers, refinement of hotspot mapping, and installation of BMPs. Outcomes include a reduction in 8,000 pounds of phosphorus, 500 pounds of SRP, 7,300 pounds of nitrogen and 6,800,000 pounds of sediment resulting in an improved drinking water supply, and a reduction in the prevalence of harmful algal blooms in Lake Erie.

You may wish to comment on the potential impact the project may have on your jurisdiction, or on the degree of the project's compatibility with adopted plans. Comments will be forwarded to the State Clearinghouse or appropriate Federal agency if received within 30 days of the date of this notice. Information on this application may be obtained from: Lisa Brush, Executive Director, Stewardship Network, 416 Longshore Drive, Ann Arbor, MI 48105; (734)395-4483.

cc: Steven Duke

Enclosure

Summary Information Page

Funding Opportunity Number and Category: EPA-R5-GL2014-2, Watershed Management Implementation

Project Title: Cooling Hotspots: Motivating Farmers to Reduce Nutrient Losses

Applicant Information: The Stewardship Network, 416 Longshore Drive Ann Arbor, MI 48105, Lisa Brush, Executive Director, 734-996-3190, staff@stewardshipnetwork.org

Type of Organization: Non-profit

Proposed Funding Request: \$745,000

Project Duration: 3 years. March 1, 2015 – January 30, 2018.

Brief Project Description: This project will utilize the Pay-for-Performance conservation approach, which was one of the 2014 awardees for a White House and EPA Challenge: Winning Solutions for Nutrient Pollution. Activities include interactions with low-adopting farmers, refinement of hotspot mapping, and installation of BMPs. Outcomes include a reduction in 8,000 pounds of phosphorus, 500 pounds of SRP, 7,300 pounds of nitrogen and 6,800,000 pounds of sediment resulting in an improved drinking water supply, and a reduction in the prevalence of harmful algal blooms in Lake Erie.

Project Location: River Raisin Hydrologic Unit: 04100002; Latitude: 41.889444, Longitude: -84.049022 (coordinates of the city of Adrian, MI located along the South Branch of the River Raisin, the targeted subwatershed in the River Raisin watershed)

Project Summary and Approach:

Summary: Recent increases in the frequency and severity of hypoxia in Lake Erie and Harmful algal blooms (HABs) in the Western Lake Erie Basin (WLEB) are driven by phosphorus loading from heavily agricultural watersheds (Michalak et al., 2013; Scavia et al. 2014). Apart from the Detroit River connecting channel, the River Raisin is Michigan's largest contributor of sediment and nutrients to the WLEB. The 2009 319-approved River Raisin Watershed Management Plan (RRWMP) identifies the need for voluntary Best Management Practices (BMPs) programs on farms in the South Branch of the River Raisin (South Branch, Figure 1, attachment) that use a performance-based approach to address the causes of sediment and nutrient runoff. The South Branch is listed as the highest priority subwatershed impacting phosphorus loading and soil losses (Figure 2, attachment). The Michigan Department of Environmental Quality (MDEQ) also has found that, relative to other subwatersheds, the South Branch has very high nitrate and phosphate levels, as well as poor macroinvertebrate scores. The RRWMP Soil and Water Assessment Tool (SWAT) model indicated that 60% of the 191-square mile area of the South Branch was the main source of the nitrate Total Maximum Daily Load (TMDL) downstream.

The RRWMP SWAT model estimated that the South Branch accounts for approximately 80% of the total phosphorus load, 90% Soluble Reactive Phosphorus (SRP), 20% of total nitrogen load, and 10% of the sediment load on the River Raisin (Figure 2, attachment). The South Branch also contains the most erosive soils in Lenawee County, underscoring the need for BMPs that address sediment sources. A study by the University of Michigan (U-M) confirmed that levels of nutrient and sediment runoff increase following storm events in the South Branch. This is concerning, given the likelihood on increased frequency of intense rainfall event with climate change to cause further soil erosion. Recent models suggest nutrient export from agricultural lands in the WLEB will likely be exacerbated by climate change in the region (Bosch et al., 2014).

The Michigan Department of Environmental Quality (MDEQ) suggested that reaching out to farmers to conduct soil surveys and nutrient management plans is the best way to reduce phosphorus and nitrate runoff from fertilizer sources. However, there is currently a gap in understanding of what BMPs are really effective for managing nutrients and soil loss due to a policy that prohibits farm service agencies from revealing the location of installed BMPs. This means that scientists and modelers cannot access information on location of BMPs. In addition, research has shown that some farmland contributes a disproportionate level of water quality impairment (Nowak et al. 2006), and these critical source areas, or "hotspots," and are the best candidates for receiving limited conservation funding (Qiu et al. 2007; White et al. 2009; Kovacs et al. 2012).

Farmers who have adopted few or no BMPs on their farms, which we will refer to as "low-adopting farmers," are also likely to have lower interaction rates with conservation programmers than their peers (Kalcic et al., 2014a). To address this gap Michigan State University (MSU), will reach out to farmers in the targeted subwatershed first through surveys and phone calls where the low adopting farmers will be identified. Interviews will be conducted at farms, and if interested, farmers will be offered assistance with BMPs and an opportunity to participate in the performance-based payment pilot project.

A performance based payment structure will be set up in collaboration with the Farmer Advisory Committee that was established under another GLRI project by the River Raisin Watershed Council (RRWC). Soil tests and BMPs will be facilitated by Michigan Agriculture Environmental Assurance Program (MAEAP) technicians. Experiential learning will occur during BMP implementation which will be conducted by Civilian Conservation Corps equivalent young adult crews currently working in the watershed. In addition, the RRWC will lead education/outreach workshops, forums, interviews and field visits. The approach is to offer performance-based payments and peer-to-peer interactions that will motivate the implementation of the most effective, "shovel ready" BMPs for nutrient and sediment reduction. By offering performance-based payments, which are based on the amount of reduction in nutrient and/or sediment losses, farmers will be motivated to find the most cost-effective actions possible for their specific fields. Participating farmers will implicitly target hotspots on the farm, in order to maximize nutrient loss reductions and maximize farm profits.

Region 2 Planning Commission
Year Ended September 30, 2014

Audit Presentation
February 12, 2015

Presented by:
William I. Tucker IV, CPA
Principal



ABRAHAM & GAFFNEY, P.C.

Certified Public Accountants



SETTING THE STANDARD FOR QUALITY
GOVERNMENTAL AUDITS

Principals

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Steven R. Kirinovic, CPA
Aaron M. Stevens, CPA
Eric J. Glashouwer, CPA
Alan D. Panter, CPA
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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 Region 2 Planning Commission (the Commission) as of and for the year ended September 30, 2014, and the related notes to the financial statements which collectively comprise the 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 an opinion 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.

Opinion

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the Region 2 Planning Commission as of September 30, 2014, 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.

Other Matters

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the Region 2 Planning Commission's financial statements as a whole. The other supplementary information, as listed in the table of contents, is presented for purposes of additional analysis and is not a required part of the financial statements. The information has been subjected to the auditing procedures applied in the audit of the financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the financial statements or to the financial statements themselves, and other additional procedures in accordance with auditing standards generally accepted in the United States of America. In our opinion, the information is fairly stated in all material respects in relation to the financial statements as a whole.

Other Reporting Required by *Government Auditing Standards*

In accordance with *Government Auditing Standards*, we have also issued our report dated January 9, 2015, on our consideration of the Commission's internal 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 Commission's internal control over financial reporting and compliance.

Abraham & Gaffney, P.C.

ABRAHAM & GAFFNEY, P.C.
Certified Public Accountants

January 9, 2015

Region 2 Planning Commission
STATEMENT OF NET POSITION
September 30, 2014

Assets:

Current Assets:

Cash and cash equivalents	\$ 601,474
Accounts receivable	137,824
Pre-Paid expenses	5,138
Total assets	<u>\$ 744,436</u>

Liabilities:

Current Liabilities:

Accounts payable	\$ 60,058
Due to other governments	229,520
Unearned revenue	160,756
Accrued wages and compensated absences	19,234
Other post employment benefits	2,400
Total current liabilities	<u>\$ 471,968</u>

Non-current liabilities:

Other post employment benefits	\$ 23,811
Total liabilities	<u>\$ 495,779</u>

Net Position:

Unrestricted	\$ 248,657
Total net position	<u><u>\$ 248,657</u></u>

Region 2 Planning Commission

STATEMENT OF REVENUES, EXPENSES, AND CHANGES IN NET POSITION

Year Ended September 30, 2014

Revenues:

Grants:

Federal	\$ 206,174
State	146,517
Local	121,129

Membership and service fees 175,564

Other revenues 2,567

Total revenues \$ 651,951

Expenses:

Salaries and wages \$ 145,641

Employee benefits 43,353

Other direct costs 266,693

Indirect costs 161,648

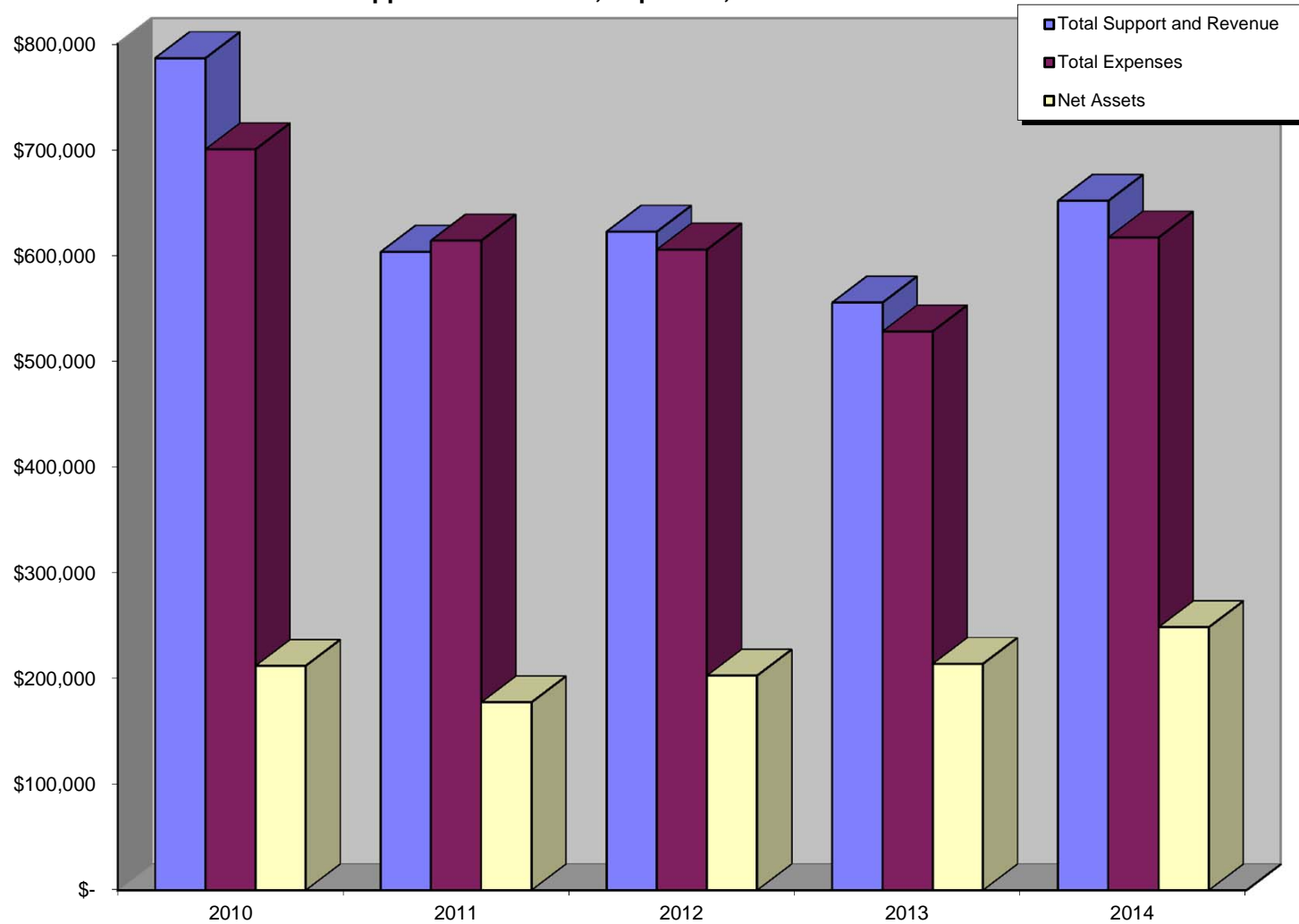
Total expenses \$ 617,335

Increase in Net Position 34,616

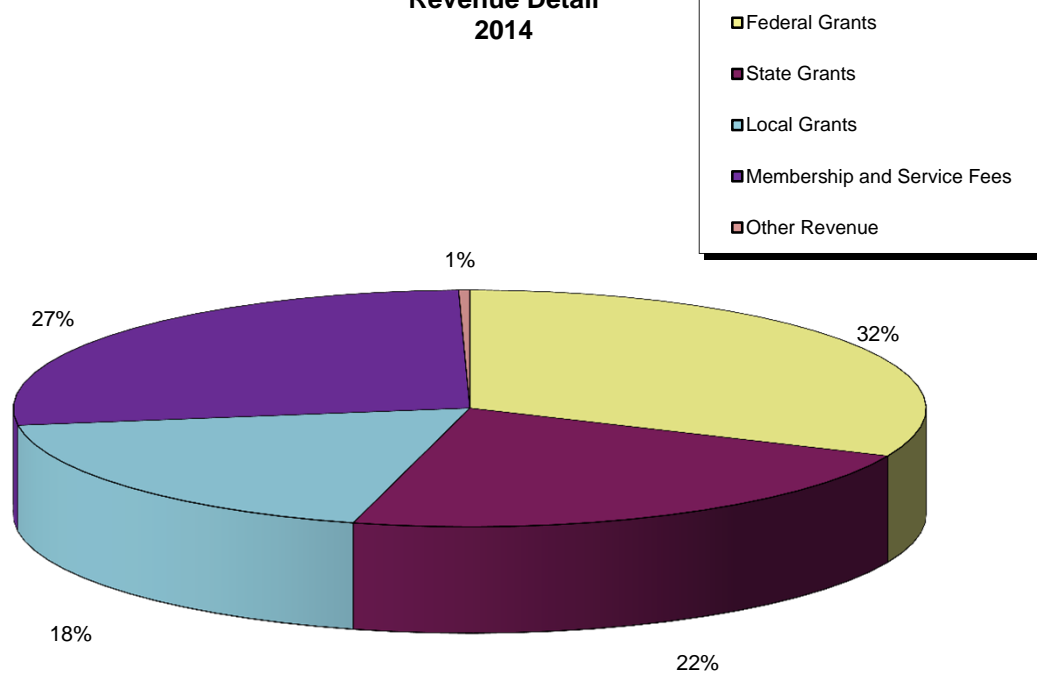
Net Position - Beginning of Year 214,041

Net Position - End of Year \$ 248,657

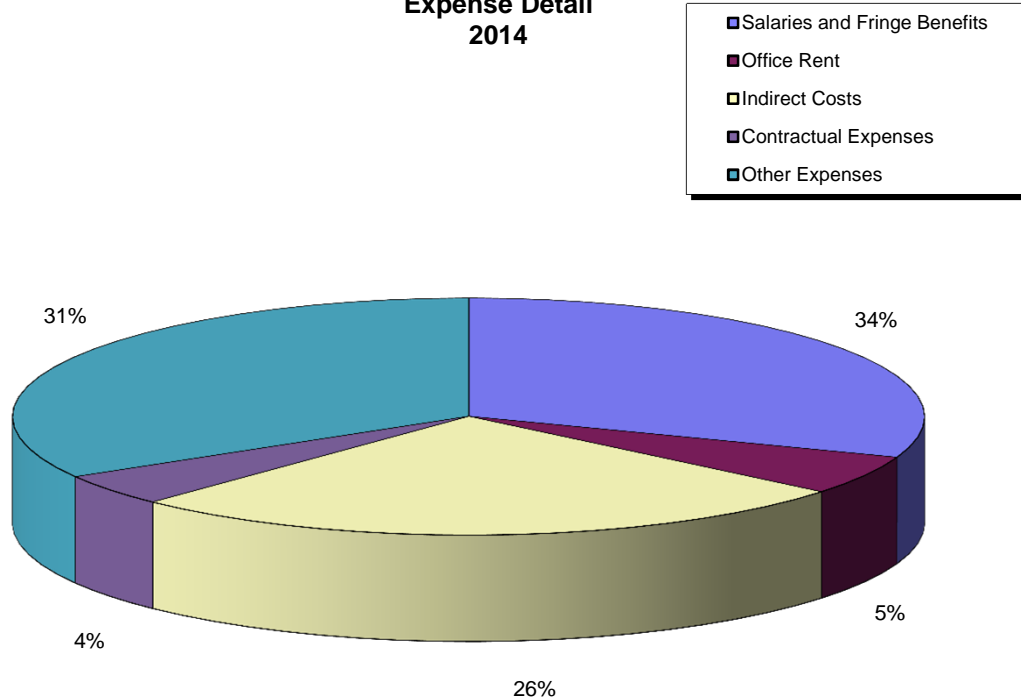
**Region 2 Planning Commission
Total Support and Revenue, Expenses, and Net Assets**



**Region 2 Planning Commission
Revenue Detail
2014**



**Region 2 Planning commission
Expense Detail
2014**



Principals

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INDEPENDENT AUDITOR'S REPORT ON INTERNAL CONTROL OVER FINANCIAL REPORTING AND ON COMPLIANCE AND OTHER MATTERS BASED ON AN AUDIT OF FINANCIAL STATEMENTS PERFORMED IN ACCORDANCE WITH GOVERNMENT AUDITING STANDARDS

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

We have audited, in accordance with the 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, the financial statements of Region 2 Planning Commission (the Commission), as of and for the year ended September 30, 2014, and the related notes to the financial statements, which collectively comprise the Commission's basic financial statements, and have issued our report thereon dated January 9, 2015.

Internal Control over Financial Reporting

In planning and performing our audit of the financial statements, we considered Region 2 Planning Commission's internal control over financial reporting (internal control) to determine the audit procedures that are appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of the Region 2 Planning Commission's internal control. Accordingly, we do not express an opinion on the effectiveness of Region 2 Planning Commission's internal control.

A *deficiency in internal control* exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent, or detect and correct, misstatements on a timely basis. A *material weakness* is a deficiency, or a combination of deficiencies, in internal control, such that there is a reasonable possibility that a material misstatement of the entity's financial statements will not be prevented, or detected and corrected on a timely basis. A *significant deficiency* is a deficiency, or a combination of deficiencies, in internal control that is less severe than a material weakness, yet important enough to merit attention by those charged with governance.

Our consideration of internal control was for the limited purpose described in the first paragraph of this section and was not designed to identify all deficiencies in internal control that might be material weaknesses or, significant deficiencies. Given these limitations, during our audit we did not identify any deficiencies in internal control that we consider to be material weaknesses. However, material weaknesses may exist that have not been identified.

Compliance and Other Matters

As part of obtaining reasonable assurance about whether the Commission's financial statements are free from material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts, and grant agreements, noncompliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit, and accordingly, we do not express such an opinion. The results of our tests disclosed no instances of noncompliance or other matters that are required to be reported under *Government Auditing Standards*.

Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing, and not to provide an opinion on the effectiveness of the entity's internal control or on compliance. This report is an integral part of an audit performed in accordance with *Government Auditing Standards* in considering the entity's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

Abraham & Gaffney, P.C.

ABRAHAM & GAFFNEY, P.C.
Certified Public Accountants

January 9, 2015

Questions?

Thank you for your time.

William I. Tucker IV, CPA
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January 23, 2014

Dear Metropolitan Planning Organization Director:

The purpose of this letter is to inform you that the Michigan Department of Transportation (MDOT), in cooperation with the Southeast Michigan Council of Governments (SEMCOG), will administer a travel survey program called MI Travel Counts. This survey will begin on Monday, January 26, 2015, and continue throughout the year. MDOT and SEMCOG have contracted with Westat, a nationally recognized survey research firm, to conduct the survey. We want you to be aware of the program and its benefits to transportation in Michigan.

The MI Travel Counts survey results will give the transportation community a better understanding of why people travel and how they plan their daily activities. From this, future trends can be anticipated to meet Michigan's changing travel needs, thus helping to boost Michigan's quality of life while enhancing the economic health and viability of the state. The information gained from the survey will be used to:

- Identify projects that improve access to jobs, schools, healthcare, and other important daily activities.
- Improve roads, public transit, sidewalks, and bicycle routes.
- Make decisions about how and where to spend transportation dollars.

Randomly selected Michigan households will be contacted by U.S. mail and invited to participate in the survey by recording and then reporting their travel activities for one day. A small group of households will also be asked to participate in a Global Positioning System (GPS) survey.

It is our hope that residents will accept and welcome this invitation. To help make this happen, we are enlisting the communication skills of community organizations like yours. If you are contacted by a resident, please inform him or her that that this is an official study conducted by MDOT and SEMCOG, and the information collected is confidential and secure, as required by law.

If you would like more information, please visit the survey website at www.mitravelcounts.com. Information is also available from Karen Faussett, MDOT MI Travel Counts Project Manager, at 517-335-2956 or a Westat team member at 855-774-1800.

By working together, we can make MI Travel Counts a valuable opportunity for your constituents to influence Michigan's transportation planning process. Thank you in advance for helping to move Michigan forward!

Sincerely,

Kirk T. Steudle
Director

