



AGENDA

FULL COMMISSION MEETING

Tuesday, October 15, 2024, 9:30 a.m.

Van Buren Conference Center
490 Paw Paw Street
Lawrence, MI 49064

1. **CALL TO ORDER** **Chair Kurt Doroh**
 - Pledge Allegiance
 - Roll Call
2. **ACCEPTANCE AND/OR REVISION OF CONSENT AGENDA**
 - a. **Meeting Agenda ***
 - b. **Minutes of Commission Meeting, August 20, 2024 ***
 - c. **Chairman's Report**
 - d. **Treasurer's Report***
3. **EXECUTIVE DIRECTOR'S REPORT *Accept** **K. John Egelhaaf**
4. **EXECUTIVE DIRECTOR EVALUATION** **Chair Doroh**
AD HOC COMMITTEE REPORT
5. **CONSIDERATION OF EXECUTIVE DIRECTOR ANNUAL CONTRACT RENEWAL *Accept** **Chair Doroh**
6. **RESOLUTION 2024-4 RENEWAL OF EX. DIR. CONTRACT *Accept** **Chair Doroh**
7. **GRAHAM WOODHOUSE INTERGOVERNMENTAL EFFORT AWARD UPDATE** **Dir. Egelhaaf**
* **Dir. Egelhaaf**
8. **2023 AUDIT DRAFT** **Lauterbach & Amen, LLP**
9. **RESOLUTION 2024-5 MDOT CONSULTANT DIGITAL SIGNATURE VERIFICATION *Accept** **Dir. Egelhaaf**
10. **PLANNER PRESENTATION** **Bekah Schrag-Associate Planner**
 - Status Report-Materials Management
 - Status Report-Electric Vehicle Readiness Plan
11. **PUBLIC COMMENT**
12. **PRIVILEGE OF THE FLOOR**
13. **ADJOURNMENT**

**enclosures*

Next meeting will be held December 17, 2024 at **Van Buren Conference Center 490 Paw Paw St., Lawrence, MI**

SWMPC Mission: Our team uses its passion and expertise to connect people, assist communities, and advance cooperative solutions to regional challenges experienced by the communities that created us.

The Mission of the Southwest Michigan Planning Commission is to promote a sustainable high quality of life through facilitation of sound planning and decision making.



Minutes

Southwest Michigan Planning Commission
FULL COMMISSION MEETING
Tuesday, August 20, 2024, at 9:30 a.m.

Meeting held in person at Lawrence Township Hall

MEMBERS PRESENT:

Doroh, Kurt, Chair, Van Buren County Commissioner
Curran, Jim, Vice Chair, Berrien County Commissioner
Preston, Linda, Secretary, Cass County Representative
Sinclair, Kim, Treasurer, Van Buren County Representative
Catherman, Rick, Van Buren County Representative
DeLong, Don, Cass County Representative
Dodd, James, Cass County Representative
Durm-Hiatt, Marge, Berrien County Representative
Fette, Dan, Berrien County Representative
Freehling, Teri Sue, Berrien County Commissioner
Gundersen, Kristen, Alternate Secretary, Berrien County Representative
Hanson, Sandra, Alternate Treasurer, Van Buren County Representative
Leary, Tina, Van Buren County Representative
Marchetti, Roseann, Cass County Commissioner
Multhauf, Katie, Van Buren County Economic Development Ex-Officio
Pantaleo, Paul, Berrien County Representative
Patterson-Gladney, Gail, Van Buren County Commissioner
Stauffer, Dick, Berrien County Representative
Torzynski, Robert, Pokagon Band Representative
Tyler, Doug, Cass County Representative
Wood, Gary, Berrien County Representative
Wuerfel, Julie, Berrien County Commissioner

MEMBERS ABSENT:

Engle, Roger, Van Buren County Representative

1. CALL TO ORDER

Chair Kurt Doroh called the meeting to order at 9:37 a.m. and led those present in the Pledge of Allegiance. Office Manager, Maria Vettraino took roll call, and a quorum was present.

2. ACCEPTANCE AND/OR REVISION OF CONSENT AGENDA

Chair Doroh presented the Consent Agenda. Gail Patterson-Gladney moved to **“ACCEPT THE CONSENT AGENDA.”** Paul Pantaleo seconded the motion, which carried unanimously.

3. EXECUTIVE DIRECTOR’S REPORT

Deputy Director Marcy Hamilton presented the Executive Director’s Report and opened the floor for questions and comments.

Linda Preston inquired about the Broadband grant. Hamilton explained that it covers equity and affordability.

Doug Tyler asked for an update on the EV Readiness plan. Hamilton shared that we received funding from MDOT to hire a consultant, who will assess and make recommendations on where EV chargers will be best suited. Roseann Marchetti inquired about the timeline. Hamilton shared that we have hired a consultant and will take a year to complete the plan. More discussion ensued regarding the cost, funding, and need of chargers.

Teri-Sue Freehling discussed the committee selection and process of member approvals for Materials Management. She thinks further discussion is needed regarding how committee members are approved and a possible update in bylaws. Deputy Director Hamilton suggested a meeting with the executive committee to discuss this further when Director Egelhaaf is also present. Julie Wuerfel and others shared their concern of proper representation from each county. Dan Fette then shared his knowledge on the application process. Members discussed their want of equal representation and the possibility of applications being brought to the Board for review.

Roseann Marchetti moved to **“ACCEPT THE EXECUTIVE DIRECTOR’S REPORT.”** James Dodd seconded the motion, which carried unanimously.

4. AD HOC COMMITTEE FOR EXECUTIVE DIRECTOR EVALUATION

Chair Doroh stated Vice Chair Curran is the head of the ad hoc committee for the Executive Director evaluation. Along with the executive committee, a member from each county will assist Curran in this evaluation. The members chosen were Doug Tyler from Cass County, Gail Patterson-Gladney from Van Buren County, and Dick Stauffer from Berrien County.

5. GRAHAM WOODHOUSE INTERGOVERNMENTAL EFFORT AWARD

Deputy Director/Senior Planner Hamilton went over the Graham Woodhouse Award including the internal process, past recipients, nomination form, and submission deadline of October 1st. Nomination forms should be sent to Maria Vettraino.

6. PLANNER PRESENTATION

TRAILS & COASTAL RESILIENCY

Marcy Hamilton presented updates on trails and coastal resiliency. She highlighted a plethora of trail work currently in progress throughout the three counties, including a trail to the SMART Park. She also shared happenings in coastal resiliency, some topics including the South Haven Master Plan, Bridgeman Shoreline Resiliency Committee, Ox Creek restoration, and funding for more rain gardens in the area.

Rick Catherman inquired on the purpose of the rain gardens. Hamilton stated that when a large water event occurs, the creek gets flooded and disturbs the habitats. She explained how rain gardens help with stormwater retention and slow down runoff into the creek.

7. PUBLIC COMMENT

None

8. PRIVILEGE OF THE FLOOR

Chair Doroh shared that Van Buren County will receive around a million dollars back from ARPA funds.

Gail Patterson-Gladney asked about the SMART Park. Deputy Director Hamilton shared information on what these parks are and how they are creating jobs for the community.

9. ADJOURNMENT

Linda Preston moved to adjourn the meeting. Gail Patterson-Gladney supported the motion. The Chair declared the meeting adjourned at 10:35 am.

Respectfully submitted by:



K. John Egelhaaf, AICP

Date: August 20, 2024

Southwest Michigan Planning Commission

Balance Sheet

As of September 30, 2024

| | Total |
|----------------------------------------|----------------------|
| ASSETS | |
| Current Assets | |
| Bank Accounts | |
| 1010 Petty Cash | 65.00 |
| 1020 Checking | 374,764.63 |
| 1060 CD | 85,430.24 |
| Total Bank Accounts | \$ 460,259.87 |
| Accounts Receivable | |
| 1100 Accounts Receivable | 278,974.70 |
| 1110 A/R Grants | 0.00 |
| Total Accounts Receivable | \$ 278,974.70 |
| Other Current Assets | |
| 1200 Other Receivable | 0.00 |
| 1240 Undeposited Funds | 2,455.51 |
| 1300 Prepaid Expenses | 12,000.10 |
| 1499 Security Deposit - 376 W. Main | 0.00 |
| Met Life Stock | 0.00 |
| Repayment | |
| MISC DEDUCTION | 0.00 |
| Total Repayment | \$ 0.00 |
| Total Other Current Assets | \$ 14,455.61 |
| Total Current Assets | \$ 753,690.18 |
| Fixed Assets | |
| 1350 Furniture and Equipment | 42,229.00 |
| 1360 Accumulated Depreciation | -42,499.00 |
| 1400 Right of Use Asset | 128,332.01 |
| 1410 Right of Use Asset - Amortization | -64,741.60 |
| Total Fixed Assets | \$ 63,320.41 |
| Other Assets | |
| 1250 Grants Receivable - Old | 0.00 |
| Total Other Assets | \$ 0.00 |
| TOTAL ASSETS | \$ 817,010.59 |
| LIABILITIES AND EQUITY | |
| Liabilities | |
| Current Liabilities | |
| Accounts Payable | |
| 2000 Accounts Payable | 22,006.76 |
| Total Accounts Payable | \$ 22,006.76 |
| Other Current Liabilities | |

| | | |
|-----------------------------------------|----|-------------------|
| 2010 Accounts Payable - Old | | 0.00 |
| 2250 Accrued Payroll | | 7,084.45 |
| 2400 Payroll Liabilities | | 4,255.67 |
| 2420 457b Payable | | 883.54 |
| 2430 Health Insurance | | 501.25 |
| 2438 HSA | | -755.77 |
| 2440 Federal Withholding | | 0.00 |
| 2450 Medicare Payable | | 0.00 |
| 2460 FICA Payable | | 4,686.31 |
| 2480 State Withholding | | 2,143.26 |
| 2490 Michigan UIA Payable | | 195.77 |
| 2495 Benton Harbor withholding | | 172.55 |
| 457b Catch-Up | | 0.00 |
| IN Income / Local Taxes | | 0.00 |
| MISC | | 3.84 |
| MISC DEDUCTION | | 241.84 |
| Total 2400 Payroll Liabilities | \$ | 12,328.26 |
| 2500 RPI | | 0.00 |
| Michigan Department of Treasury Payable | | 0.00 |
| Total Other Current Liabilities | \$ | 19,412.71 |
| Total Current Liabilities | \$ | 41,419.47 |
| Long-Term Liabilities | | |
| 2260 Accrue Annual Leave | | 34,033.95 |
| 2290 SJ Watershed Escrow | | 1,207.99 |
| 2300 NATS-FHWA-Escrow | | 2,591.54 |
| 2310 NATS-FTA-Escrow | | 13,901.33 |
| 2320 TCATS-Escrow | | 19,397.05 |
| 2340 EDA Escrow | | 409.09 |
| 2550 Unearned Revenue | | 0.00 |
| 2600 Lease Liability | | 64,762.83 |
| Total Long-Term Liabilities | \$ | 136,303.78 |
| Total Liabilities | \$ | 177,723.25 |
| Equity | | |
| 32000 Unrestricted Net Assets | | 431,524.41 |
| Net Income | | 207,762.93 |
| Total Equity | \$ | 639,287.34 |
| TOTAL LIABILITIES AND EQUITY | \$ | 817,010.59 |

Southwest Michigan Planning Commission
Budget vs. Actuals P&L
January - September 2024

| | Total | | | |
|-----------------------------------|------------------------|------------------------|-----------------------|---------------|
| | Actual | Budget | over Budget | % of Budget |
| Income | | | | |
| 4000 Federal Grant | 595,738.42 | 748,717.00 | -152,978.58 | 79.57% |
| 4005 Pass Thru | 279,532.82 | 480,131.00 | -200,598.18 | 58.22% |
| 4010 State Grant | 336,662.38 | 331,840.00 | 4,822.38 | 101.45% |
| 4020 County Contribution | 59,112.00 | 59,112.00 | 0.00 | 100.00% |
| 4030 Local Match | 96,094.32 | 91,097.00 | 4,997.32 | 105.49% |
| 4040 Local Contract | 159,814.85 | 268,297.50 | -108,482.65 | 59.57% |
| 4050 Other Fee Income | 3,583.79 | | 3,583.79 | |
| 4100 Interest Income | 4,116.40 | 1,421.00 | 2,695.40 | 289.68% |
| Total Income | \$ 1,534,654.98 | \$ 1,980,615.50 | -\$ 445,960.52 | 77.48% |
| Gross Profit | \$ 1,534,654.98 | \$ 1,980,615.50 | -\$ 445,960.52 | 77.48% |
| Expenses | | | | |
| 6000 Direct Expenses | | | | |
| 6200 Salaries | 331,209.85 | 483,305.25 | -152,095.40 | 68.53% |
| 6220 Payroll Taxes | 25,337.27 | 36,891.90 | -11,554.63 | 68.68% |
| 6230 Pension Expenses | 24,719.99 | 20,716.63 | 4,003.36 | 119.32% |
| 6240 Employee Insurance | 82,284.19 | 124,837.75 | -42,553.56 | 65.91% |
| 6300 Mileage & Travel | 8,816.62 | 9,720.00 | -903.38 | 90.71% |
| 6310 Meals | 1,462.18 | 1,155.00 | 307.18 | 126.60% |
| 6315 Lodging | 6,212.65 | 4,730.00 | 1,482.65 | 131.35% |
| 6330 Printing | | 120.00 | -120.00 | 0.00% |
| 6340 Postage | | 1,980.00 | -1,980.00 | 0.00% |
| 6410 Dues & Subscriptions | 2,321.41 | 4,440.00 | -2,118.59 | 52.28% |
| 6420 Supplies & Materials | 7,955.23 | 8,405.00 | -449.77 | 94.65% |
| 6430 Computer Services | 3,250.00 | 5,750.00 | -2,500.00 | 56.52% |
| 6500 Conferences & Training | 5,933.25 | 6,625.00 | -691.75 | 89.56% |
| 6550 Contractual Svcs-OffSite | 595,323.79 | 834,190.00 | -238,866.21 | 71.37% |
| 6610 Equipment | 2,332.86 | 5,000.00 | -2,667.14 | 46.66% |
| 6715 Audit Services | | 2,250.00 | -2,250.00 | 0.00% |
| 6720 Accounting Services | | 6,600.00 | -6,600.00 | 0.00% |
| 6950 General Commission Expenses | 478.83 | 1,150.00 | -671.17 | 41.64% |
| 6960 Commissioner Mileage | 2,311.75 | 2,400.00 | -88.25 | 96.32% |
| 6970 Commissioner Per Diem | 2,340.00 | 2,800.00 | -460.00 | 83.57% |
| 6980 Bank Fees | 1,395.19 | 1,070.00 | 325.19 | 130.39% |
| 6990 Pass Thru | | | | |
| Total 6000 Direct Expenses | \$ 1,103,685.06 | \$ 1,564,136.53 | -\$ 460,451.47 | 70.56% |
| 7000 Indirect Expenses | 0.00 | 385,294.91 | -385,294.91 | |
| 7200 Salaries-Indirect | 81,433.05 | | 81,433.05 | |

| | | | | | |
|-------------------------------------|------------------------|------------------------|------------|-------------------|---------------|
| 7220 Payroll Taxes-Indirect | 6,649.08 | | | 6,649.08 | |
| 7230 Pension Expenses-Indirect | 3,271.93 | | | 3,271.93 | |
| 7240 Employee Insurance-Indirect | 19,493.30 | | | 19,493.30 | |
| 7310 Meals-Indirect | 150.60 | | | 150.60 | |
| 7320 Telephone-Indirect | 1,589.40 | | | 1,589.40 | |
| 7340 Postage-Indirect | 1,444.66 | | | 1,444.66 | |
| 7410 Dues & Subscriptions-Indirect | 2,414.07 | | | 2,414.07 | |
| 7420 Supplies & Materials-Indirect | 6,189.97 | | | 6,189.97 | |
| 7430 Computer Services-Indirect | 27,735.80 | | | 27,735.80 | |
| 7520 Rent & Janitorial-Indirect | 53,035.00 | | | 53,035.00 | |
| 7640 Gas-Indirect | 688.34 | | | 688.34 | |
| 7650 Power-Indirect | 2,580.67 | | | 2,580.67 | |
| 7660 Water-Indirect | 661.95 | | | 661.95 | |
| 7715 Audit Services-Indirect | 4,280.00 | | | 4,280.00 | |
| 7720 Accounting Services-Indirect | 6,218.80 | | | 6,218.80 | |
| 7730 Insurance Corporate-Indirect | 5,309.00 | | | 5,309.00 | |
| Total 7000 Indirect Expenses | \$ 223,145.62 | \$ 385,294.91 | -\$ | 162,149.29 | 57.92% |
| 9000 Payroll Expenses | | | | 0.00 | |
| 9020 Salaries & Wages | 0.00 | | | 0.00 | |
| 9040 FICA Taxes | 0.00 | | | 0.00 | |
| 9080 Michigan UIA Taxes | | | | 0.00 | |
| 9200 Mileage, meals, and lodging | 0.00 | | | 0.00 | |
| Total 9000 Payroll Expenses | \$ 0.00 | \$ 0.00 | \$ | 0.00 | |
| Total Expenses | \$ 1,326,830.68 | \$ 1,949,431.44 | -\$ | 622,600.76 | 68.06% |
| Net Operating Income | \$ 207,824.30 | \$ 31,184.06 | \$ | 176,640.24 | |
| Net Income | \$ 207,824.30 | \$ 31,184.06 | \$ | 176,640.24 | |

Tuesday, Oct 01, 2024 09:44:29 AM GMT-7 - Accrual Basis

MEMORANDUM

TO: Southwest Michigan Planning Commission

FROM: K. John Egelhaaf

DATE: September 30, 2024

RE: Staff Report for the Southwest Michigan Planning Commission October 15, 2024

Office/Administrative Updates

- A. Conference/Worshop Attendance
 - a. Integrated Statewide Asset Management Conference (August 13-14)
 - 1. Brandon Kovnat Attended
 - b. Association of Pedestrian and Biking Professionals Conference (August 12-14)
 - 1. Marcy Hamilton Attended
 - 2. Kim Gallagher Attended
 - c. Exclusive to Inclusive: Planning & Zoning Tools for Equity Webinar (August 15)
 - 1. Zane Aldrich Attended
 - d. Michigan Transportation Planning Association Annual Conference (August 19-21)
 - 1. Kim Gallagher Attended
 - e. MDOT Office of Public Transit Statewide Training Meeting (September 11)
 - 1. Kim Gallagher Attended
 - f. Materials & Recycling Management Training (September 23-25)
 - 1. Bekah Schrag Attended
 - g. Michigan Association of Planning Annual Conference (September 25-27)
 - 1. John Egelhaaf Attended
 - h. Michigan Sustainability Conference (October 3-4)
 - 1. Bekah Schrag Attended
 - i. University Economic Development Association Summit (October 9)
 - 1. John Egelhaaf Panel Speaker
 - j. Michigan Broadband Summit (October 14)
 - 1. John Egelhaaf Attended

SWMPC Staff Report – October 15, 2024

Office/Administrative Updates (cont.)

- B. Annual Audit w/Lauterbach & Amen
 - a. Resolving issues related to whether SWMPC must conduct a single audit
 - i. SWMPC federal revenue above or below \$750,000?

Existing Project Developments

- A. Materials Management
 - a. Nearing Selection of Members for Planning Committee (MMPC)
 - b. MMPC Bylaws to be Approved in December
- B. Electric Vehicle Readiness Plan for SW Michigan
 - a. Kick-Off Meeting 10.1.24
 - i. AECOM the selected consultant to develop the readiness plan with the SWMPC
- C. Call for Transportation Projects
 - a. To Be Considered for Insertion into 2026-2029 Transportation Improvement Program
 - b. Separate Call for...
 - i. Urban Areas (St. Joseph/Benton Harbor Metro Area, Niles/Buchanan Metro Area)
 - ii. Small Urban Areas
 - iii. Rural Areas
 - c. 15 Meetings Regarding the Call Through End of December
- D. National Pollutant Discharge Elimination System (NPDES) Public Education Plan
 - a. Public Education Events in Process Across the Region
 - b. We Engage in This Education Annually
- E. Michigan Natural Resources Trust Fund (MNRTF) Grant Application Assistance
 - a. Niles City Passport – Riverview Trail Amendments
 - b. New Buffalo Township- Phase 2 of Marquette Greenway
- F. Broadband Internet – Collaboration with Merit Network on Digital Equity Act (DEA) Grant Application
 - a. Pursuit of Statewide Funds to Augment the SWMPC Michigan Inclusive Training Technology & Equity Network (MITTEN) Grant
 - i. \$5-15M from National Telecommunications and Information Administration (NTIA)
 - ii. To help with device access, asset mapping, internet use training, etc.

SOUTHWEST MICHIGAN PLANNING COMMISSION

EMPLOYMENT AGREEMENT

This Employment Agreement (“Agreement”) is made and entered into by and between the Southwest Michigan Planning Commission (SWMPC), 376 W. Main Street, Benton Harbor, Michigan 49022, a Regional Planning Commission formed under Michigan Public Act 281 of 1945, and K. John Egelhaaf (hereinafter “DIRECTOR”). SWMPC and the DIRECTOR jointly desire that the DIRECTOR function as the Executive Director for SWMPC. Therefore, in consideration of the terms and conditions of this Agreement, the parties agree as follows:

1. Term of Agreement: The initial term of this Agreement shall be from this Agreement’s effective date of June 2, 2003 through December 31, 2025, unless terminated earlier as hereinafter provided. This Agreement shall thereafter be automatically renewed for regular periods of one year (12 months), provided neither party submits a notice of termination.
2. Description of Duties: The DIRECTOR agrees to perform the duties of Executive Director of SWMPC in accordance with the Job Description for the position as may be amended from time to time by a majority vote of the SWMPC. The current Executive Director Job Description is attached and incorporated herein as Attachment A. SWMPC will provide the DIRECTOR with office space, technical assistance, facilities, equipment and services suitable to carry out the duties of Executive Director as outlined in Attachment A.
3. Compensation and Benefits: SWMPC shall pay the DIRECTOR an annualized salary of \$_____ per year. This compensation shall be paid in accordance with the regular payroll procedures of SWMPC. In addition, SWMPC will provide the DIRECTOR with those benefits afforded all full-time employees of the SWMPC as provided in the SWMPC Personnel Policies.

SWMPC shall reimburse the DIRECTOR for up to \$_____ for moving expenses incurred in the relocation of his family residence to southwestern Michigan.

SWMPC shall reimburse the DIRECTOR for reasonable and necessary business expenses of the Executive Director position that are submitted at month-end and approved by the Treasurer or Alternate Treasurer. SWMPC shall include such reimbursement in the payroll following month-end.

SWMPC shall review the performance and compensation for the DIRECTOR annually at the October SWMPC meeting of the year (“Review”). The Review shall be submitted for approval by the full board in October, and will be effective January 1 of the following year. As part of the review process, the DIRECTOR shall provide a summary of accomplishments, as well as the following year’s preliminary budget information showing availability of resources.

4. Professional Development: Professional development is understood to benefit both SWMPC and the DIRECTOR. SWMPC agrees that the DIRECTOR shall participate in job-related development opportunities in Michigan and nearby Midwestern locations. Meetings, seminars, and conferences outside the Midwest, and/or that involve expenses of more than \$500, shall require

prior approval from the Chairman and Treasurer of SWMPC. In addition, the DIRECTOR shall provide a report to the SWMPC board regarding any seminars or conferences attended which are paid for by SWMPC.

5. Outside Activities: It is anticipated and agreed that the duties of the DIRECTOR will normally require substantially all of the DIRECTOR'S professional energy and attention. The DIRECTOR shall not pursue outside activities for compensation that may conflict or interfere with the performance of duties hereunder. Any actual or contemplated outside compensation shall be reported to the SWMPC board for their interpretation of conflict of interest and ultimate approval.
6. Termination: This agreement may be terminated as follows:
 - a. By mutual agreement of the parties, and under terms mutually agreed upon;
 - b. By the DIRECTOR giving thirty (30) days written notice to the SWMPC board, with compensation and benefits ceasing the last day worked;
 - c. By SWMPC at the will of the SWMPC for any reason, with or without cause, and at any time, provided the SWMPC gives DIRECTOR 60 days written notice and continues compensation through the date of termination. In the event of egregious or willful misconduct by DIRECTOR, SWMPC retains the right to terminate this Agreement without notice, subject to the binding arbitration provision set forth in Paragraph 9.
 - d. By SWMPC if the DIRECTOR is unable to perform his duties and responsibilities because of sickness, accident, injury, mental incapacity, or health for greater than three (3) consecutive months.
 - e. By death of the DIRECTOR.
 - f. By dissolution of the SWMPC, coupled with the discontinuation of its functions.
7. Assignment: This Agreement is personal to the DIRECTOR and cannot be assigned to any other person. Further, this Agreement is binding upon successors and assigns of SWMPC.
8. Other Provisions:
 - a. Governing Law: This Agreement is made and entered into in the State of Michigan, and the laws of the State of Michigan shall cover its validity and interpretation and the performance by the parties hereto and their respective duties and obligations.
 - b. Notice: Any notice to SWMPC under this Agreement shall be furnished in writing by the DIRECTOR to the Chairman of SWMPC at his/her address on file with the SWMPC office. Any notice to the DIRECTOR under this Agreement shall be furnished in writing by SWMPC to the DIRECTOR at his current home address on file with the SWMPC office. All such notices must be sent by certified mail with return receipt requested, or delivered in person by messenger.

- c. Indemnification: To the extent permitted under Michigan Law, SWMPC shall indemnify and hold harmless the DIRECTOR from any claims or legal action arising within the scope of his job as the Executive Director of SWMPC, with the exception of any claim or legal action arising out of an ultra vires action of the DIRECTOR.
 - d. Savings Clause: Should any valid Federal or State Law or determination of any administrative agency or Court of competent jurisdiction affect any provision of this Agreement, the provision or provisions to affected shall automatically be conformed to such law or determination, and the remaining provisions of this Agreement shall continue in full force and effect.
9. Remedy/Sanction for Breach of Contract: The parties shall have all legal rights and remedies in the event of a breach of this Agreement, not otherwise limited by the Agreement. The parties agree that disputes regarding termination without notice pursuant to Paragraph 6C will be subject to binding arbitration under the rules of the American Arbitration Association (AAA) before a mutually agreed upon arbitrator.
10. Amendment: This Agreement may be amended by the parties at any time, but such amendment must be in writing, signed by both parties, and notarized.
11. Entire Agreement: This Agreement refers to the SWMPC Personnel Policies and incorporates that document by reference (as amended from time to time), and along with Attachment A (as amended from time to time as provided under Paragraph 2) represents the entire Agreement between the parties. This Agreement supersedes any prior agreements, understandings, or representations, whether oral or written.
12. Conflict: In the event of a conflict between this Agreement and the SWMPC Personnel Policies, the terms of this Agreement shall prevail.
13. Effective Date of the Agreement: The effective date of this Agreement shall be June 2, 2003.

IN WITNESS WHEREOF, the undersigned execute this Agreement on the dates indicated below.

_____ Date: _____

K. John Egelhaaf

_____ Date: _____

Kurt Doroh, Chair



RESOLUTION 2024-4

WHEREAS, John Egelhaaf was appointed Executive Director on June 2, 2003; and

WHEREAS, pursuant to policy, an annual performance evaluation was conducted in 2024; and

WHEREAS, it is the desire of this Board to amend the current employment agreement with Executive Director Egelhaaf to provide for a [redacted] percent pay increase effective January 1, 2025; and

WHEREAS, it is also the desire of this Board to extend the current employment agreement with Executive Director Egelhaaf by one additional year, thus making the new expiration date December 31, 2025.

NOW, THEREFORE, BE IT HEREBY RESOLVED that effective January 1, 2025, the annualized compensation paid to Executive Director Egelhaaf will be \$ [redacted] and the employment agreement between Executive Director Egelhaaf and the Southwest Michigan Planning Commission is amended to reflect the new expiration date of December 31, 2025.

RESOLVED ON THIS FIFTEENTH DAY OF OCTOBER 2024.

Kurt Doroh, Chair

Date

Linda Preston, Secretary

Date

Graham Woodhouse Intergovernmental Effort Award

SWMPC Internal Process

| | |
|--------------|-----------------------------------------------------------------------------|
| August 20 | Initial Distribution of Nomination Forms to SWMPC Board |
| September 20 | Voting Rubric Completed |
| October 1 | Project Submissions Due |
| October 4 | Project Summaries Completed |
| October 8 | Invitation to Submit Votes to SWMPC Board |
| October 25 | Voting Due (additional week beyond SWMPC board meeting for absentee voting) |
| November 1 | Final Award Determination |
| November 8 | Notify Award Winner(s) |
| November 27 | Establish Exactly Who Gets Awards/Plaques |
| November 27 | Awards Ordered |
| December 1 | Meeting Invitations Sent to Awardees |
| December 17 | SWMPC Meeting |

**Graham Woodhouse Intergovernmental Effort Award
Project Nomination Form
2024**

Name and location of project:

- The Elks Trail System Project

Units of government and/or agencies involved:

- City of Dowagiac
- Michigan Department of Natural Resources Trust Fund
- The Dowagiac Elks Lodge #889 (private collaboration)

Dates of operation and completion:

- This project began in 2018 with major components being completed in Phases. Schuur Park was completed in 2019. The dedication of a major new component, the Riverside Drive Overlook in Burling Park was completed in October 2023, and the final construction on the trail was completed in mid-2024.

Geographic area benefited:

- Dowagiac and Cass County
- The greater Michiana area

Contact person:

Amanda Sleigh

Title:

Assistant City Manager, City of Dowagiac

Address:

241 S. Front Street, Dowagiac, MI 49047

Telephone number:

269.782.0437

Description of program/project:

- Dowagiac has a wealth of beautiful natural resources. The City has strategically planned to enhance and improve accessibility to them in a multi-year plan — one that's only possible to execute with the help of partner governmental agencies.
- Working with Michigan's Department of Natural Resources Trust Fund, the City of Dowagiac created Schuur Park and Burling Park to make them trailheads for a trail that would run across property owned by Dowagiac Elks Lodge #889, which is used as a country club with a 9-hole golf course. These efforts are collectively known as the Elks Trail System Project.
- The Elks Trail runs along Dowagiac Creek, which, due to some changes in river and creek systems in nearby communities, has become an even more desirable spot for fishing (specifically salmon) in recent years. The City saw an opportunity to design this project in a way that increased access to fishing opportunities, in addition to the hiking benefits the trail provides. It's also a diverse forested area and is ideal for those interested in bird watching and those who appreciate wildlife.

Goals and objectives of program:

- Increase access to Dowagiac Creek, including its fishing opportunities, which is an ongoing initiative for the City.
- Continue to improve the quality of life in Dowagiac by enhancing and providing sustainable access to natural features.
- Give residents and visitors an additional way to improve their health and wellness by walking the trail. Dowagiac is a community with a large population of underprivileged residents, a group that experiences higher-than-average levels of chronic diseases like diabetes, heart disease, and mental illness. The Elks Trail System Project was designed to provide individuals with additional opportunities to improve their physical and mental well-being right within their community. After completion, Elks Trail was included in the Summer 2024 Dowagiac Walking Challenge, which incentivized people to complete specific walks around the Dowagiac area to better get to know their city and improve their health.

Distinctive features:

- The Elks Trail System Project is one part of a City strategic plan. While the completion of this project was impressive in itself, the long-term plan is to expand efforts in a way that will connect the Elks Trail System Project to other trail systems in the area, particularly Rudolphi Woods, a 325-acre plot of high-quality open space which features more than eight miles of nature trails. Rudolphi Woods is enjoyed year-round for hiking, running, cross-country skiing, and more.
- The entire trail runs along Dowagiac Creek, which has new and improved fishing opportunities in recent years.
- Both trailhead parks creatively use outcropping stones to enable swimming and fishing access where that previously was not possible.
- One of the trailheads, Schuur Park, features a natural playground for children.

Target groups/beneficiaries:

- Area residents looking for easy ways to get closer to nature and improve their health through walking and hiking.
- Locals interested in fishing, bird-watching, and other activities tied to nature.
- Local families who want wading and swimming opportunities without having to drive to other communities.
- Tourists who prioritize hiking, fishing, bird-watching, and other items tied to the natural resources the Elks Trail System Project highlights. Multiple owners of short-term rentals in our area have told the City that these items come up regularly when out-of-town guests make booking inquiries.

Major obstacles and problems overcome:

- This project required negotiating for and securing an easement from the Elks Lodge #889, a private enterprise.
- This project was not accounted for in the City's general fund. In order to bring it to life, it needed to be primarily grant-funded. Even with the best partners, identifying and securing grant sources can always be challenging.

- Even with multiple cost-savings measures in place, the Elks Trail System Project was expensive. Based on the way Michigan Department of Natural Resources Trust Fund grants work, we tried to strategically break up the grant requests into two parts in order to secure adequate funding.
- The City's applications for grant funds were rejected. Rather than just moving on, the City rethought its approach to trail construction through the easement which resulted in a natural pathway instead of a stone trail, enhancing the natural features.

History of relationships between parties involved:

- The City of Dowagiac has applied for and received multiple grants from the Michigan Department of Natural Resources Trust Fund in the past. In that time, we've learned a lot about our mutual objectives and the best way to collaborate for the greater good of the community.

How did the local governmental units work together to accomplish objectives?

- The Michigan Department of Natural Resources Trust Fund clearly has some very specific guidelines in order to access its grant resources. The City worked hand-in-hand with them to develop a plan that enabled our vision to come to life while working within their guidelines.
- All parties were open to creativity in developing the plan to ensure that the final product was a win-win.
- In every conversation about the Elks Trail System Project, each entity made the benefits to the public our #1 priority.

Funding sources and amounts:

- Michigan DNR Trust Fund
 - Schuur Park: \$300,000
 - Burling Park: \$300,000
 - Acquisition: \$30,000
 - **Total: \$630,000**
- Dowagiac City General Fund
 - Schuur Park: \$125,000

- Burling Park: \$250,000
 - Trail construction: \$45,000
 - Acquisition: \$15,000
 - **Total: \$435,000**
-
- **Total project cost: \$1,065,000**

Total estimated cost savings:

- **\$850,000:** This number is based on the City reworking its plans after being denied grant funding by the Michigan Department of Natural Resources Trust Fund's. The City worked creatively to change scope and execution to avoid delay in opening the trail. By doing so, we were able to significantly reduce trail construction costs. One such realized cost savings was through the use wood chips generated from the City's brush collection program for the base material of the trail.

Nominated by:

Bobbie Jo Hartline

Title:

Executive Secretary, City of Dowagiac

Address:

241 S. Front Street, Dowagiac, MI 49047

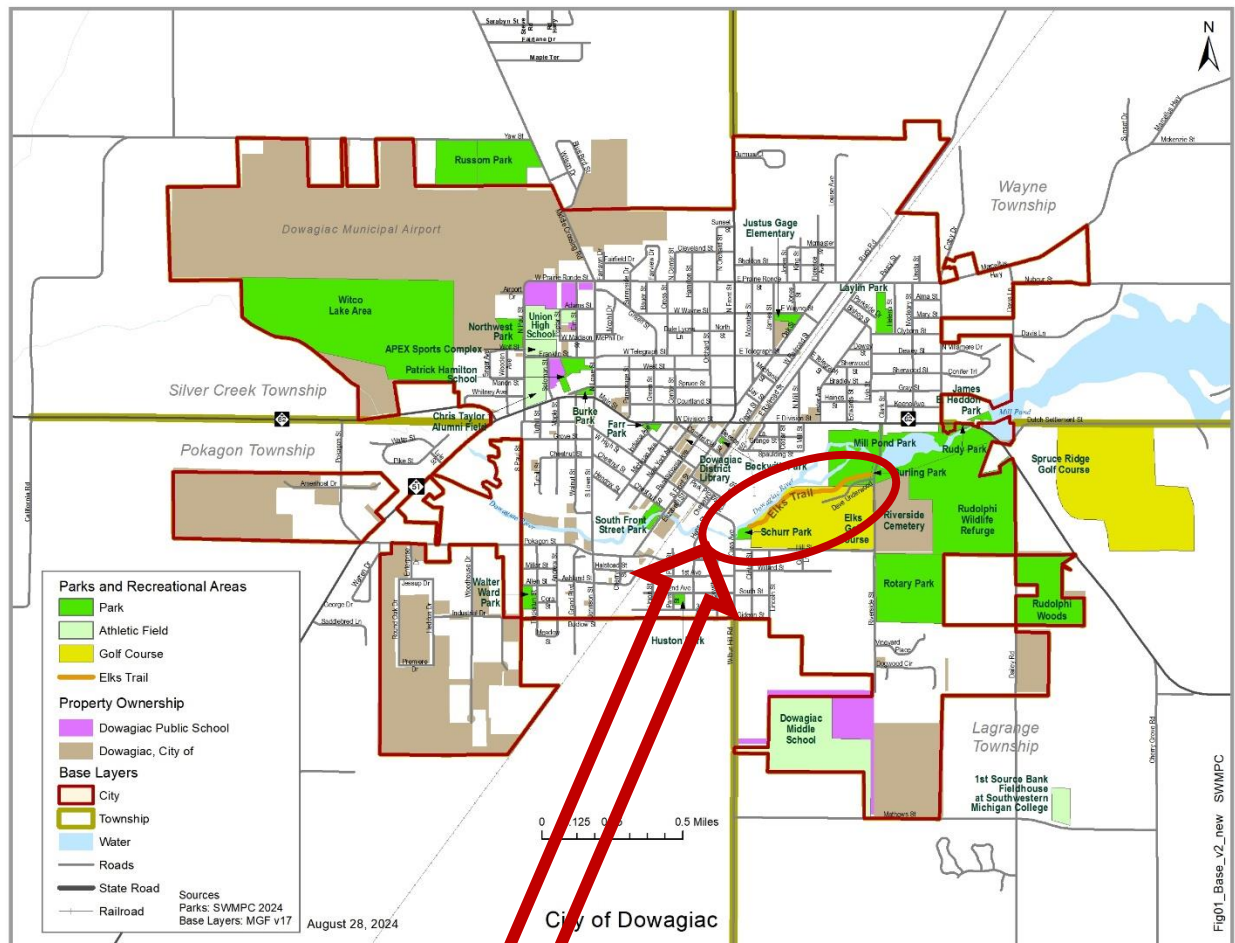
Phone:

269.783.2531

Signature:



FIGURE 1 CITY OF DOWAGIAC PARKS AND RECREATION MAP



ELKS TRAIL- 0.5 MILE

The Elks Trail is located along the Dowagiac Creek and connects Burling Park and Schuur Park. The trail is a wood-chipped path that traverses the floodplain and some wetlands. Most of the trail is flat and easy to traverse with the exception of a few areas that remain muddy and saturated for the majority of the year.

While this trail is connected to two highly accessible parks, the trail itself may be difficult to navigate for someone with a mobility

| Elks Trail | | |
|-----------------------------|---------------|------------------|
| Amenity | Yes/No | Condition |
| Signage | No | |
| Parking | No | |
| Open Play Community | No | |
| Sport Facilities | No | |
| Playground Equipment | No | |
| Benches | No | |
| Picnic Tables | No | |
| Picnic Shelter | No | |
| Grills | No | |
| Public Restrooms | No | |
| Trash Receptacles | No | |
| | | |
| Accessibility Rating | 2 | |

GRAHAM WOODHOUSE INTERGOVERNMENTAL EFFORT AWARD

PROJECT EVALUATION FORM

2024

| PROJECT NAME: Dowagiac Elks Trail System Project | Points Possible | Points Assigned |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|------------------------|
| <p>DEGREE OF PROJECT COOPERATION</p> <p>3 - Project involves routine cooperation that does not entail sensitive negotiation among governmental units. 10 - Project involves new cooperative arrangements requiring sensitive negotiation among a number of governmental units.</p> | 3 - 10 | |
| <p>PROJECT METHODOLOGY</p> <p>3 - Project employs methodology used on similar projects. 10 - Project employs unique methodology and may be considered a pioneering effort.</p> | 3 - 10 | |
| <p>PROJECT SCOPE</p> <p>3 - Project deals with essentially one functional area. 10 - Project deals with multi-functional areas.</p> | 3 - 10 | |
| <p>PROJECT FUNDING</p> <p>3 - Project is essentially funded from one funding source. 10 - Project is funded from three or more funding sources.</p> | 3 - 10 | |
| <p>RELATIVE DEGREE OF EFFORT BY LOCAL UNITS</p> <p>3 - Modest expenditure of time and modest overall commitment. 10 - Substantial commitment of time and effort over a sustained time period.</p> | 3 - 10 | |
| <p>PROJECT TRANSFERABILITY</p> <p>3 - Project has limited transferability to other areas due to topic, problem uniqueness, timing, or other factors. 10 - Project has high transferability due to widespread nature of problem.</p> | 3 - 10 | |
| <p>PROJECT BENEFITS</p> <p>3-10-Intangible (communication, citizen involvement, number of governmental units, inter-county cooperation).</p> | 3 - 10 | |
| <p>3-10-Tangible (implementation plans, allocation of resources, administrative manuals or policies, number of participating units, data or summaries, technical assistance, or proposals for further study, etc.)</p> | 3 - 10 | |
| <p><i>Total Score</i></p> | 80 possible | Sum: |

GRAHAM WOODHOUSE INTERGOVERNMENTAL EFFORT AWARD
2024 PROJECT NOMINATION FORM

NAME AND LOCATION OF PROJECT: SMART PARK
VILLAGE OF CASSOPOLIS
PENN TOWNSHIP

UNITS OF GOVERNMENT AND/OR AGENCIES INVOLVED: VILLAGE OF CASSOPOLIS
PENN TOWNSHIP
MIDWEST ENERGY AND COMMUNICATIONS

DATES OF OPERATION AND COMPLETION: PROJECT START DATE: NOVEMBER 2022
PROJECT COMPLETION DATE: JUNE 2024

GEOGRAPHIC AREA BENEFITED: CASS COUNTY

| | |
|------------------------|--------------------------------------------------------------------------------|
| CONTACT PERSON: | TITLE: |
| EMILIE LAGROW | VILLAGE MANAGER – VILLAGE OF CASSOPOLIS |
| OLI OLAFSSON | TOWNSHIP SUPERVISOR – PENN TOWNSHIP |
| DAVE ALLEN | VICE PRESIDENT, REGULATORY & GAS OPERATIONS MIDWEST ENERGY & COMMUNICATIONS |

| | |
|----------------------------|--------------------------|
| ADDRESS: | |
| VILLAGE OF CASSOPOLIS | PENN TOWNSHIP |
| 121 DISBROW STREET | 60717 S MAIN STREET |
| CASSOPOLIS, MICHIGAN 49031 | VANDALIA, MICHIGAN 49095 |

MIDWEST ENERGY AND COMMUNICATIONS
60590 DECATUR ROAD
CASSOPOLIS, MICHIGAN 49031

| | | |
|---------------------------|-----------------------------------|--------------|
| TELEPHONE NUMBERS: | VILLAGE OF CASSOPOLIS | 269.445.8648 |
| | PENN TOWNSHIP | 269.476.2173 |
| | MIDWEST ENERGY AND COMMUNICATIONS | 269.445.1081 |

DESCRIPTION OF PROGRAM/PROJECT:
MICHIGAN ADVANCED RESEARCH & TECHNOLOGY (SMART) PARK IS TO SERVE AS A CENTER FOR TECHNOLOGICAL ADVANCEMENTS THANKS TO ITS ROBUST INFRASTRUCTURE AND FOCUS ON GREEN ENERGY.

IN 2016, MIDWEST ENERGY AND COMMUNICATIONS (MEC) COMPLETED THE ACQUISITION OF 500 ACRES FROM THE EDWARD LOWE FOUNDATION AT THE INTERSECTION OF DECATUR ROAD AND M-60. ED LOWE HAD ORIGINALLY PURCHASED THE PROPERTY TO FULFILL HIS VISION OF CREATING AN INDUSTRIAL PARK TO SUPPORT LOCAL BUSINESSES AND THE AREA'S ECONOMY. THE INTENT AT THE TIME WAS TO BUILD A NEW HEADQUARTERS FOR MEC AS IT EXPANDED THE ROLLOUT OF FIBER THROUGHOUT ITS SERVICE AREA AND LEASE THE BALANCE OF THE LAND FOR FARMING COMMODITY CROPS SUCH AS CORN AND

GRAHAM WOODHOUSE INTERGOVERNMENTAL EFFORT AWARD
2024 PROJECT NOMINATION FORM

SOYBEANS. ONCE THE INITIAL 70 ACRES OF PROPERTY WAS DEVELOPED FOR MEC'S NEW HEADQUARTERS, COMMUNITY LEADERS WERE ENGAGED TO SEE IF A BROADER OPPORTUNITY WAS AVAILABLE, ONE THAT ALIGNED WITH ED LOWE'S ORIGINAL VISION FOR THE PROPERTY WHEN HE PURCHASED IT.

RURAL COMMUNITIES SUCH AS THOSE IN THE CASSOPOLIS AREA AS WELL THROUGHOUT SOUTHWEST MICHIGAN HAVE SERVED AS A CRITICAL DRIVER OF OUR NATION'S ECONOMY SINCE ITS FOUNDING. HOWEVER, THE RELEVANCE OF RURAL AMERICA HAS BEEN QUESTIONED MORE AS OF LATE GIVEN THAT 86% OF THE COUNTRY'S POPULATION LIVES IN URBANIZED AREAS. AND, WHILE RURAL AMERICA MAKES UP JUST 14% OF THE OF THE COUNTRY'S POPULATION, IT REPRESENTS THREE QUARTERS OF THIS COUNTRY'S LAND AREA AND MAINTAINS AN IMPORTANCE TO ALL AMERICANS AS ITS PRIMARY SOURCE FOR INEXPENSIVE AND SAFE FOOD, AFFORDABLE ENERGY, CLEAN DRINKING WATER AND ACCESSIBLE OUTDOOR RECREATION.

SMART PARK SETS A NEW BAR FOR MIXED USE DEVELOPMENT WITHIN VIBRANT, SUSTAINABLE RURAL COMMUNITIES. USERS OF ALL KINDS ENTER THE PARK THROUGH A BEAUTIFUL BOULEVARD ENTRANCE LEADING TO A DIVERSE SET OF PLANNED DEVELOPMENTS, INCLUDING: 179 ACRES OF INDUSTRIAL SPACE DIVIDED AMONGST 10 SITES, 37 ACRES OF COMMERCIAL PROPERTY (RETAIL OR MIXED USE WITH RESIDENTIAL AND COMMUNITY CENTER), 14 ACRES OF COMMON SHARED GREEN SPACE, AND 9 ACRES OF SOLAR POWER.

THE SITE WAS LAID OUT TO FACILITATE THE CONNECTION OF A RAIL SPUR TO THE PLANNED INDUSTRIAL SITES WHILE MAINTAINING MULTI-MODAL CONNECTIONS THROUGHOUT THE PARK FOR PEDESTRIANS, BICYCLISTS, AUTOMOBILES, AND TRAINS. CONCEPTUAL PLANS FOR A TRAILHEAD THAT WILL CONNECT THE EXISTING VILLAGE SIDEWALK SYSTEM WITH MULTIPLE PARKS IN THE COMMUNITY ARE UNDERWAY.



GRAHAM WOODHOUSE INTERGOVERNMENTAL EFFORT AWARD
2024 PROJECT NOMINATION FORM

GOALS AND OBJECTIVES OF PROGRAM:

THE SMART PARK PROJECT HAD THREE OVERARCHING GOALS WHICH INCLUDED:

1. INCREASE AND DIVERSIFY THE LOCAL ECONOMY BY DEVELOPING A TECHNOLOGY AND INDUSTRY PARK ATTRACTING A DIVERSE MIX OF TECHNOLOGY, ADVANCED MANUFACTURING, LOGISTICS, AGRISCIENCE, ADDED VALUE AGRICULTURE AND FOOD GRADE MANUFACTURING. THESE INVESTMENTS WOULD SUBSEQUENTLY LEAD TO NEW JOBS FOR AREA RESIDENTS AND NEW TAX BASE WHICH THE COMMUNITY COULD INVEST TO CREATE A FOUNDATION OF RESILIENCY AND SUSTAINABILITY.
2. USE SUSTAINABLE DESIGN APPROACH TO CREATE AN INDUSTRIAL PARK THAT WAS CONSIDERATE OF THE AREA NATURAL RESOURCES AND SURROUNDINGS
3. TO CREATE A CAMPUS THAT LEVERAGES MEC'S TECHNOLOGY AND ENERGY STRENGTHS WHILE AT THE SAME TIME CELEBRATING THE COMMUNITY'S CHARACTER AND STRONG HISTORY.

DISTINCTIVE FEATURES:

SMART PARK PROVIDES A BASE FOR NEW ECONOMIC DEVELOPMENT IN A SMALL RURAL COMMUNITY, WHILE ALSO BRINGING INCREASED AND IMPROVED DINING, SHOPPING AND RECREATIONAL EXPERIENCES FOR RESIDENTS AND VISITORS ALIKE. THE BUILDOUT OF THE PARK WAS DONE IN A MANNER TO ACCOMMODATE USERS NEEDING ANYTHING FROM A FEW ACRES TO LARGER TRACTS OF LAND SUCH AS THE HYDRO DEVELOPMENT WHICH RECENTLY BEGAN OPERATIONS IN THE PARK.

[HTTPS://WWW.WNDU.COM/VIDEO/2023/11/16/HYDRO-OPENS-NEW-ALUMINUM-RECYCLING-PLANT-CASSOPOLIS/](https://www.wndu.com/video/2023/11/16/hydro-opens-new-aluminum-recycling-plant-cassopolis/)

THE PARK'S RAIL MAKES THE RURAL SITE VIABLE TO BOTH NATIONAL AND INTERNATIONAL MANUFACTURERS, WHILE COMPREHENSIVE DESIGN APPROACH OF THE PARK PROVIDES PEDESTRIAN AND BICYCLIST CONNECTIVITY FOR BOTH LOCAL AND REGIONAL USERS OF TRAILS ALONG M-60 THAT WILL CROSS THROUGH THE PARK. THIS FOCUS ON MULTIMODAL TRANSPORTATION STIMULATES PARK PARTICIPATION ACROSS A DIVERSE POPULATION OF USERS.

IN KEEPING WITH THE PROJECT TEAM'S FOCUS ON ENVIRONMENTAL STEWARDSHIP AND GREEN INITIATIVES, SMART PARK WAS DEVELOPED USING SUSTAINABLE DESIGN PRACTICES. STORM WATER MANAGEMENT AND SITE PLANNING WAS GUIDED BY LOW IMPACT DEVELOPMENT PRINCIPLES, WHICH AIM TO NATURALLY CONTROL STORM WATER RUN-OFF FROM IMPERVIOUS SURFACES THROUGH APPROPRIATE LANDSCAPING, BIOSWALES AND ON-SITE RETENTION, INCREASING AND IMPROVING THE FILTRATION OF STORM WATER. THE FINAL DESIGN MINIMIZES THE IMPACTS OF RUN-OFF THROUGH AN INNOVATIVE STORMWATER MANAGEMENT SYSTEM THAT SERVES THE ENTIRE PARK VERSUS EACH PARCEL NEEDED TO CREATE ITS OWN STORMWATER MANAGEMENT SOLUTION.

GRAHAM WOODHOUSE INTERGOVERNMENTAL EFFORT AWARD
2024 PROJECT NOMINATION FORM

TARGET GROUPS/BENEFICIARIES:

THERE WERE THREE MAIN GROUPS IDENTIFIED AS BENEFICIARIES OF SMART PARK INCLUDING:

- LOCAL GOVERNMENTAL UNITS THAT WOULD BENEFIT FROM THE INCREASED TAX BASE GENERATED BY THE PARK.
- AREA RESIDENTS THAT ARE BENEFITING FROM THE NEW JOBS BEING CREATED IN SMART PARK.
- LOCAL BUSINESSES THAT ARE PROVIDING GOODS AND SERVICES TO THE CONTRACTORS BUILDING THE PARK AS WELL AS THE EMPLOYEES OF THE NEW BUSINESSES LOCATING IN THE PARK.

MAJOR OBSTACLES AND PROBLEMS OVERCOME:

THERE WERE NUMEROUS ISSUES WHICH NEEDED TO BE ADDRESSED BY BOTH PARTIES FOR THE PROJECT TO HAPPEN. SMART PARK STRADDLED LAND WITHIN BOTH THE VILLAGE OF CASSOPOLIS AND PENN TOWNSHIP MEANING IT WAS SERVED BY DIFFERENT UTILITY PROVIDERS DEPENDING ON WHERE ON THE SITE ONE STOOD AS WELL AS DIFFERENT PLANNING AND ZONING STANDARDS AND REQUIREMENTS DEPENDING ON WHERE ONE WAS LOOKING TO DEVELOP A PARCEL WITHIN THE PARK. TO ATTRACT THE TYPES OF USERS AND INVESTMENT DESIRED FOR THE PARK, THE VILLAGE AND TOWNSHIP NEEDED TO WORK TOGETHER TO CREATE UNIFORM CONDITIONS NO MATTER WHERE A COMPANY OR SITE SELECTOR WAS LOOKING WITHIN SMART PARK.

HISTORY OF RELATIONSHIPS BETWEEN PARTIES INVOLVED:

THE PARTIES SHARE A COMMON BORDER AND PARTNER IN AREAS TO PROVIDE SERVICES TO LOCAL RESIDENTS INCLUDING THROUGH THE CENTRAL CASS INTERLOCAL FIRE DEPARTMENT AND THE CASSOPOLIS AREA UTILITY AUTHORITY; HOWEVER, SOMETHING OF THE SIZE AND IMPACT OF SMART PARK REQUIRED A NEW LEVEL OF COOPERATION AND PARTNERSHIP TO ENSURE THE PROJECT'S SUCCESS.

HOW DID THE LOCAL GOVERNMENTAL UNITS WORK TOGETHER TO ACCOMPLISH OBJECTIVES?

THE VILLAGE OF CASSOPOLIS AND PENN TOWNSHIP CAME TOGETHER TO ESTABLISH A CONTRACTED CONDITIONAL LAND USE TRANSFER UNDER PUBLIC ACT 425. UNDER THE AGREEMENT, PLANNING AND ZONING FOR THE PARK WOULD BE UNDER THE VILLAGE OF CASSOPOLIS AND UTILITY SERVICES WERE SPLIT BETWEEN THE TWO ENTITIES WITH THE VILLAGE OF CASSOPOLIS PROVIDING SANITARY SEWER SERVICE AND PENN TOWNSHIP PROVIDING WATER SERVICE TO THE PARK. BY BRINGING CONSISTENCY TO THE OPERATIONS OF THE PARK, THE DEVELOPMENT WAS MUCH MORE ATTRACTIVE TO BUSINESSES AND SITE SELECTORS CONSIDERING SMART PARK. THIS IS UNDERSCORED BY THE AMOUNT OF LAND IN THE PARK CURRENTLY PURCHASED OR UNDER OPTION BY BUSINESSES PLANNING TO BUILD FACILITIES THERE.

GRAHAM WOODHOUSE INTERGOVERNMENTAL EFFORT AWARD
2024 PROJECT NOMINATION FORM

| FUNDING SOURCES | AMOUNT |
|---------------------------------------------|--------------|
| 1. MICHIGAN DEPARTMENT OF TRANSPORTATION | \$1,800,000 |
| 2. U.S. ECONOMIC DEVELOPMENT ADMINISTRATION | \$6,000,000 |
| 3. MIDWEST ENERGY AND COMMUNICATIONS | \$7,503,000 |
| 4. U.S. DEPARTMENT OF AGRICULTURE - RDBG | \$76,000 |
| TOTAL: | \$15,576,000 |

ESTIMATED COST SAVINGS:

NOT APPLICABLE AS THE PROJECT WAS FOCUSED ON CREATING TAX BASE AND ECONOMIC OPPORTUNITY FOR AREA RESIDENTS MORE SO THAN CREATING COST SAVINGS.

NOMINATED BY:

TONY MCGHEE, ABONMARCHE

TITLE:

VICE PRESIDENT OF DEVELOPMENT SERVICES

ADDRESS:

95 WEST MAIN STREET
BENTON HARBOR, MI 49022

PHONE:

269.252.8980

SIGNATURE:



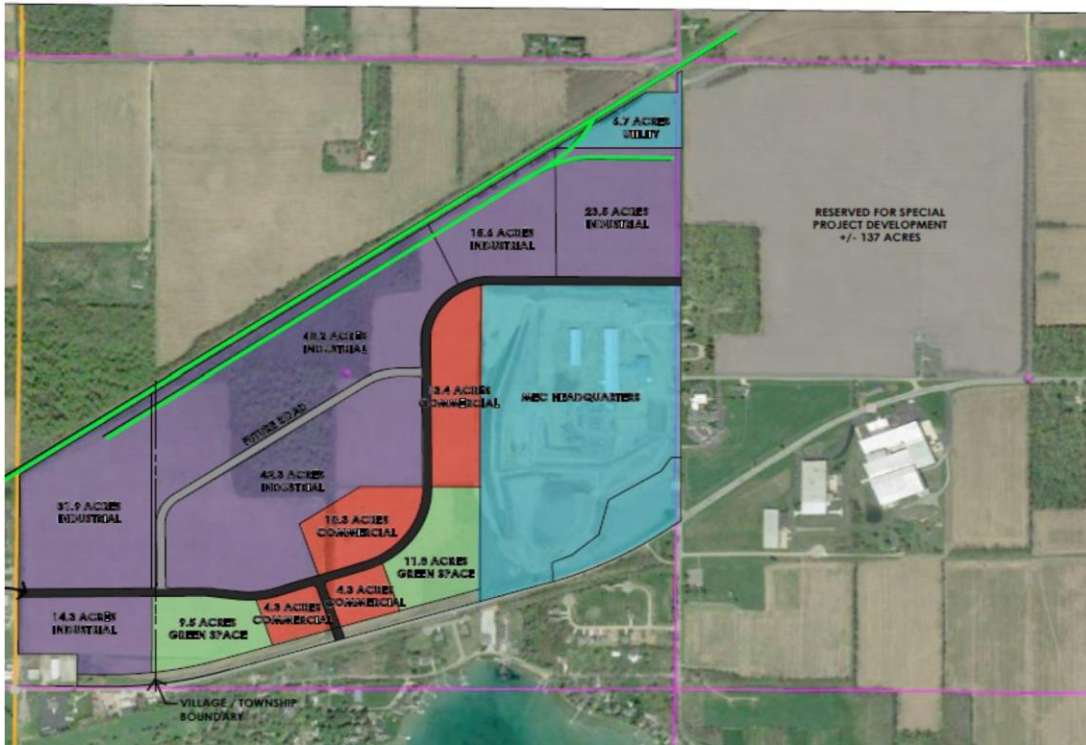
SUBMISSION DEADLINE: Tuesday, October 1, 2024

Please mail, fax, or email completed form and any other project information to:

Southwest Michigan Planning Commission
376 West Main Street, Suite 130
Benton Harbor, MI 49022
Email: vettrainom@swmpc.org
Phone: 269-925-1137 x 1520
Fax: 269-925-0288

GRAHAM WOODHOUSE INTERGOVERNMENTAL EFFORT AWARD
2024 PROJECT NOMINATION FORM

PROJECT IMAGES



GRAHAM WOODHOUSE INTERGOVERNMENTAL EFFORT AWARD
2024 PROJECT NOMINATION FORM



GRAHAM WOODHOUSE INTERGOVERNMENTAL EFFORT AWARD
2024 PROJECT NOMINATION FORM



GRAHAM WOODHOUSE INTERGOVERNMENTAL EFFORT AWARD

PROJECT EVALUATION FORM

2024

| PROJECT NAME: SMART Park | Points Possible | Points Assigned |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------|------------------------|
| <p>DEGREE OF PROJECT COOPERATION</p> <p>3 - Project involves routine cooperation that does not entail sensitive negotiation among governmental units. 10 - Project involves new cooperative arrangements requiring sensitive negotiation among a number of governmental units.</p> | 3 - 10 | |
| <p>PROJECT METHODOLOGY</p> <p>3 - Project employs methodology used on similar projects. 10 - Project employs unique methodology and may be considered a pioneering effort.</p> | 3 - 10 | |
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| <p>PROJECT BENEFITS</p> <p>3-10-Intangible (communication, citizen involvement, number of governmental units, inter-county cooperation).</p> | 3 - 10 | |
| <p>3-10-Tangible (implementation plans, allocation of resources, administrative manuals or policies, number of participating units, data or summaries, technical assistance, or proposals for further study, etc.)</p> | 3 - 10 | |
| <p><i>Total Score</i></p> | 80 possible | Sum: |



RESOLUTION 2024-5 AGREEMENT TO UTILIZE MDOT DIGITAL SIGNATURE SOFTWARE

WHEREAS, the Southwest Michigan Planning Commission is the state recognized regional planning organization for the counties of Berrien, Cass, and Van Buren since 1973;

WHEREAS, the Southwest Michigan Planning Commission is the USDOT and MDOT recognized Metropolitan Planning Organization for the Twin Cities Area (Benton Harbor-St. Joseph) and the Niles-Buchanan-Cass County Area Transportation Studies, as well as the rural and small urban transportation Regional Planning Agency for Berrien, Cass, and Van Buren Counties;

WHEREAS, the Southwest Michigan Planning Commission regularly engages in transactions with the Michigan Department of Transportation;

WHEREAS, both the Michigan Department of Transportation and the Southwest Michigan Planning Commission recognize the value of an option to formally execute transactions through the use of digital signature software:

NOW THEREFORE BE IT RESOLVED that the Southwest Michigan Planning Commission agrees to utilize the Michigan Department of Transportation's current digital signature software as the legal equivalent of a formal hand-written signature on all required transactions between them.

RESOLVED ON THIS FIFTEENTH DAY OF OCTOBER 2024

Kurt Doroh, Chair

Date

Linda Preston, Secretary

Date