



Genesee-Lapeer-Shiawassee Region V Planning and Development Commission

ROOM 223 – 1101 BEACH STREET
TELEPHONE (810) 257-3010

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DEREK BRADSHAW
FISCAL OFFICER

GLS REGION V PLANNING & DEVELOPMENT COMMISSION
GENESEE COUNTY ADMINISTRATION BUILDING
1101 BEACH STREET, ROOM 223

**Tuesday, July 26, 2016
6:00 P.M.**

AGENDA

- I. INTRODUCTION
 - A. Roll Call
 - B. Approval of the Minutes of the GLS Region V PDC Regular Meeting held May 24, 2016 (attached)
 - C. Approval of the Agenda of GLS Region V PDC Meeting to be held July 26, 2016
 - D. Opportunity for the Public to Address the GLS Region V PDC
 - E. Communications
- II. ACTION ITEMS
 - A. Financial Report
 1. Report
 2. Checks (handout)
- III. DISCUSSION ITEMS
 - A. MAR Update (discussion)
 - B. Region 6 Regional Prosperity Initiative Update (attached)
 - C. MDOT Regional Traffic Safety Plans Update (attached)
 - D. MDOT Regional Transit Mobility Initiative Update (attached)
 - E. MDOT FY 2018 Call for Safety Projects (attached)
 - F. 2016 Michigan Transportation Planning Association (MTPA) Conference (discussion)
- IV. ANNOUNCEMENTS
- V. ADJOURNMENT

Next Meeting – September 27, 2016

An Equal Opportunity Organization

**GLS REGION V PDC
May 24, 2016**

The GLS Region V Planning and Development Commission met at 6:00 p.m. on Tuesday, May 24, 2016, in the Conference Room of the Genesee County Metropolitan Planning Commission (GCMPC), 1101 Beach Street, Room 223, Flint, Michigan.

I. INTRODUCTION

Chairperson Grinnell called the meeting to order at 6:00 p.m.

A.  Roll Call

Present: Cheryl Clark, Derek Bradshaw, John Horvath, John Mandelaris, Julie Hales-Smith, Mike Hemmingsen, Richard Van Haften, and Sidney Grinnell.

Absent/excused: Alan Himelhoch, Bill Henry, Charles Van Duren, Christina Johnson, David Hetfield, Ed Benning, Gary Roy, Jeffrey Kelley, Mary Ann Ketels, Robert Johnson, and Robert McLaren.

Others Present: Jason Nordberg, Damon Fortney, and Debby Compton.

 B. Approval of the Minutes of the GLS Region V PDC Regular Meeting held March 22, 2016

Motion: Action: Approve, **moved by** Mike Hemmingsen, **Seconded by** Richard Van Haften, to approve the minutes of the March 22, 2016 regular meeting as presented.

Motion passed unanimously.

(Approved minutes on file in the GCMPC office)

 C. Approval of the Agenda of GLS Region V PDC Meeting to be held May 24, 2016

Motion: Action: Approve, **Moved by** Cheryl Clark, **Seconded by** Mike Hemmingsen, to approve the Agenda of the GLS Region V meeting to be held May 24, 2016, as presented.

Motion passed unanimously.

(Document on file with minutes in the GCMPC office)

 D. Opportunity for the Public to Address the GLS Region V PDC

No one spoke at this time.



E. Communications

1. Midway Disposal Construction Permit Application Package; Burnside Township, Lapeer County

Mr. Jason Nordberg stated that this is a construction permit for Midway Disposal that staff received in the office. He stated that staff did respond with a letter stating that it is consistent with the Lapeer County Solid Waste Management Plan. The letter was sent around for the committee to read.



2. Grand Blanc Township Sanitary Sewer Improvements Project

Mr. Jason Nordberg stated that this project and the next one for Caledonia Charter Township are similar. He stated that staff receives Project review requests for water or sewer projects. He stated that staff is asked to determine whether or not the population projections used for the application are reasonable/consistent with other area projections and in this case they used Genesee County Planning Commissions population projections so the projections used are consistent. He stated that the second item we respond to is whether or not the project is consistent with area plans. In this case the project is in the township and they are replacing existing infrastructure so the project is consistent with area plans. Staff provided a memo to the township with these findings.



3. Caledonia Charter Township Water Distribution Improvements Project

Mr. Jason Nordberg stated that this project is for water infrastructure. He stated that the township used the state's population projections for this project so it is consistent with what we have. The project will primarily replace existing infrastructure. There are a small number of new water lines being put in to close a loop and to serve residents that are only served by private wells. Discussion ensued.

Mr. Nordberg stated that this is just a communications, no action is required. He stated that staff responded to the applicants with the information they requested. The files were passed around for the committee members to review.

Motion: Action: Approve, **Moved by** John Mandelaris, **Seconded by** Julie Hales-Smith, to acknowledge and approve that the files were received and reviewed by the committee members.

Motion passed unanimously.

(Documents on file with minutes)

II. **ACTION ITEMS**

A. Financial Report

1. Report

Mr. Derek Bradshaw reviewed the financial report ending March 31, 2016.

Motion: Action: Approve, **Moved by** Cheryl Clark, **Seconded by** Julie Hales-Smith, to approve the Financial Report ending March 31, 2016 as presented.

Motion passed unanimously.
(Documents on file with minutes)

2. Checks

Mr. Derek Bradshaw reviewed the checks.

Motion: Action: Approve, **Moved by** Cheryl Clark, **Seconded by** John Mandelaris, to approve the checks in the amount of \$46,413.19 and to authorize the signing by the proper authorities.

Motion passed unanimously.
(Documents on file with minutes)

B. FPR-03-16-02; City of Corunna, Heritage Park Development along the Shiawassee River

Mr. Damon Fortney stated that the City of Corunna is applying for \$288,600 from the Michigan Natural Resource Trust Fund which will be matched with \$101,400 in other funds for a total project cost of \$390,000. He stated that funding will be utilized to create ADA accessible access, within Heritage Park, to the Shiawassee River. He also stated that the amenities that will be added include a new sidewalk and an ADA accessible Kayak launch. Mr. Fortney stated that staff recommends that the commission endorse the grant application to the Michigan Natural Resource Trust Fund for development of City of Corunna's ADA accessible sidewalk and kayak launch. Discussion ensued.

Motion: Action: Approve, **moved by** Mike Hemmingsen, **seconded by** Richard Van Haften, to endorse the Michigan Natural Resource Trust Fund application for the development of City of Corunna's ADA accessible sidewalk and kayak launch.

Motion passed unanimously.

C.  FPR-03-16-03; City of Flushing, construction of a 2,600 foot asphalt trail from Aberdeen Court to Winter's Eave Road

Mr. Damon Fortney stated that the City of Flushing is applying for \$300,000 from the Michigan Natural Resource Trust Fund which will be matched with \$239,200 in other funds for a total project cost of

\$539,200. He stated that funding would be utilized to construct a 2,600 foot asphalt trail connection from Aberdeen Court to Winters Eave Drive. Mr. Fortney stated that staff recommends that the commission endorse the grant application to the Michigan Natural Resource Trust Fund for construction of the City of Flushing's asphalt trail.

Motion: Action: Approve, **moved by** Cheryl Clark, **seconded by** Richard Van Haaften, to endorse the Michigan Natural Resource Trust Fund application for the City of Flushing to construct a 2,600 foot asphalt trail connection from Aberdeen Court to Winters Eave Drive.

Motion passed unanimously.

D.  **FPR-03-16-04; Atlas Township, Goodrich, Land Acquisition of 155.1 acres on Hegel Road in Atlas Township**

Mr. Damon Fortney stated that the Genesee County Parks and Recreation Commission is applying for \$547,500 in acquisition funds from the Michigan Natural Resource Trust Fund which will be matched with \$182,500 in other funds for a total project cost of \$730,000. He stated that funding will be utilized to purchase 155.1 acres on Hegel Road in Atlas Township. He stated that the property's proposed use would include passive recreation, hiking, bird watching, fishing, paddle sports, and environmental education use by Goodrich Schools. Mr. Fortney stated that staff recommends that the commission endorse the grant application to the Michigan Natural Resource Trust Fund for GCPRC's land acquisition.

Motion: Action: Approve, **moved by** Richard Van Haaften, **seconded by** John Mandelaris, to endorse the Michigan Natural Resource Trust Fund application for the Genesee County Parks and Recreation Commission for purchase of 155.1 acres on Hegel Road in Atlas Township.


Motion passed unanimously.

E.  **FPR-03-16-05; Genesee County Parks and Recreation, Development of a non-motorized trail segment along the Iron Belle Trail**

Mr. Damon Fortney stated that the Genesee County Parks and Recreation Commission is applying for \$300,000 from Michigan Natural Resource Trust Fund which will be matched with \$1,229,000 in Federal Funds and \$788,900 in other funds for a total project cost of \$2,317,900. He stated that the funding will be utilized for the development of a 3.4 mile section of non-motorized pathway, extending the Flint River Trail, and building upon the Iron Belle Trail route. Mr. Fortney stated that staff recommends that the commission endorse the grant application to the Michigan Natural Resource

Trust Fund for construction of the 3.4 mile non-motorized pathway extension of the Flint River Trail. Discussion ensued.

Motion: Action: Approve, **moved by** Richard Van Haften, **seconded by** Derek Bradshaw, to endorse the Michigan Natural Resource Trust Fund application for the Genesee County Parks and Recreation Commission for construction of a 3.4 mile non-motorized pathway extension of the Flint River Trail.
Motion passed unanimously.

F.  **FPR-03-16-06; City of Flint, Land Acquisition, Transform failing infrastructure and blighted properties into community assets that encourage economic development**

Mr. Derek Bradshaw presented a map to the committee of the City of Flint project and explained the project. Mr. Bradshaw stated that the river will have trails on both sides, a bridge, rock rapids, a beach area and more. He stated that the goal is to get it under construction next year. This application is part of a larger project and will use various funding sources. This grant request is for land acquisition. Discussion ensued.

Motion: Action: Approve, **moved by** Richard Van Haften, **seconded by** Julie Hales-Smith, to endorse the Michigan Natural Resource Trust Fund application for the City of Flint's land acquisition to purchase 107 acres along the Flint River, located in the City of Flint.
Motion passed unanimously.

G.  **FPR-04-16-07; Goodland Township, Land Acquisition of 9 acres located behind the Goodland Township Hall**

Mr. Damon Fortney stated that Goodland Township is applying for \$67,000 in acquisition funds from the Michigan Natural Resource Trust Fund which will be matched with \$22,400 in other funds for a total project cost of \$89,400. He stated funding will be utilized to purchase 9 acres of land adjacent to Goodland Township Hall and Historic Library. He stated that this property will provide Goodland Township with their first public park and the residents are interested in developing this property to include a walking path, pavilion, play equipment, and a parking lot. Mr. Fortney stated that staff recommends that the commission endorse the grant application to the Michigan Natural Resource Trust Fund for Goodland Township's land acquisition.

Motion: Action: Approve, **moved by** Cheryl Clark, **Seconded by** Julie Hales-Smith, to endorse the Michigan Natural Resource Trust Fund application for Goodland Township to purchase 9 acres of land adjacent to Goodland Township Hall and Historic Library.
Motion passed unanimously.

H.  **FPR-04-16-08; City of Clio, Reconstruction of the portion of the Pine Run Creek Trail located between the CSX Railroad and Center Street and also the construction of a defined trailhead off of Center Street**

Mr. Damon Fortney stated that the City of Clio is applying for \$256,400 from the Michigan Natural Resource Trust Fund which will be matched with \$90,100 in other funds for a total project cost of \$346,500. He stated that funding will be utilized to reconstruct a portion of the Pine Run Creek Trail and to develop a defined trailhead off of Center Street. Mr. Fortney stated that staff recommends that the commission endorse the grant application to the Michigan Natural Resource Trust Fund for construction of a trailhead and reconstruction of a portion of the Pine Run Creek Trail. Discussion ensued.

Motion: Action: Approve, **moved by** Cheryl Clark, **Seconded by** Richard Van Haaften, to endorse the Michigan Natural Resource Trust Fund application for the City of Clio to construct a trailhead and reconstruct a portion of the Pine Run Creek Trail.
Motion passed unanimously.

I.  **FPR-04-16-09; City of Clio, Construction of a defined trailhead to the Clio Bike Path, Pine Run Creek Trail, and the replacement of restroom facilities and improved vehicle parking**

Mr. Damon Fortney stated that the City of Clio is applying for \$262,500 from the Michigan Natural Resource Trust Fund which will be matched with \$90,300 in other funds for a total project cost of \$352,800. He stated that funding will be utilized to construct a defined trailhead to the Clio Bike Path and improve/replace current restroom facilities, and improve vehicular parking. Mr. Fortney stated that staff recommends that the commission endorse the grant application to the Michigan Natural Resource Trust Fund for construction of a trailhead and improvement of current facilities.

Motion: Action: Approve, **moved by** Cheryl Clark, **Seconded by** Richard Van Haaften, to endorse the Michigan Natural Resource Trust Fund application for the City of Clio to construct a trailhead and improve current facilities.
Motion passed unanimously.

J. **FY 2017 GLS Region V Work Program**

Mr. Jason Nordberg stated that the Region V Work Program identifies work items and the amount of funding budgeted for each item in the upcoming 2017 Fiscal Year. He stated that MDOT is continuing to provide an allocation of \$19,000 for Regions to provide annual transportation technical assistance for non-metropolitan

areas of the state to manage the Rural Task Force (RTF) and Small Urban programs. Mr. Nordberg stated that this year staff is requesting an additional \$5,000 in funding to cover staff costs for the RTF in addition to the \$19,000. Mr. Nordberg stated that an additional \$2,000 is being provided by MDOT from the Comprehensive Transportation Fund (CTF) for our continued participation in the Regional Transit Study. Mr. Nordberg stated that staff is proposing a budget of \$99,423. He stated that this funding request is based upon the amount received in the 2016 fiscal year with an additional \$7,000 being proposed for work related to the RTF and regional transit study project. Mr. Nordberg stated that staff recommends the GLS Region V Planning & Development Commission approve the FY 2017 GLS Region V Work Program with an allocation of \$99,423, and provide Derek Bradshaw the authority to sign all contracts and agreements related to the work program.

Motion: Action: Approve, **Moved by** Cheryl Clark, **Seconded by** John Horvath, to approve the FY 2017 GLS Region V Work Program with an allocation of \$99,423, and to allow Derek Bradshaw the approval to sign all contracts and agreements related to the work program.

Motion passed unanimously.

(Document on file with minutes)

III. 

DISCUSSION ITEMS

A. MAR Update

Mr. Derek Bradshaw stated that last week he attended the Transportation Commission for the State of Michigan and he was appointed to the Asset Management Council for Michigan Association of Regions. Discussion ensued.

B.  Region 6 Regional Prosperity Initiative Update

Mr. Damon Fortney stated that the Craft Agriculture directory is now up and running on the I-69 Thumb Region website which features local businesses and producers throughout the region. He stated that staff is working on promotional materials and a printed version of the directory to help market small businesses in the region. Mr. Fortney stated that staff is looking into doing a video of some of the businesses as well.

Mr. Fortney stated that Upjohn Institute provided a final draft of the I-69 Thumb Region Work-Based Education Programs report and presented findings to the April Steering Committee meeting. He stated that staff worked with Upjohn on some small updates to the report and they completed the final draft in late April. Mr. Fortney stated that this report will guide the use of 2016 funds allocated for an education related project.

Mr. Fortney stated that Olsson Associates is nearing completion of the Site Strategy and Square Footage study for the region. He stated they presented their final report to economic developers and stakeholders on May 12th. He stated that Olsson is also working with the economic development agencies to develop marketing materials for the region. He stated that they provided a draft copy of a regional marketing piece at the May 12th meeting, and a final version will be ready for printing and distribution in the coming weeks. Mr. Fortney stated that the next Steering Committee meeting is scheduled for June 9th at the Lapeer City Hall.

C.  **MDOT Regional Traffic Safety Plans**

Mr. Damon Fortney stated that the Michigan Department of Transportation (MDOT) continues to work with GLS Region V to develop a Regional Traffic Safety Plan. He stated that the first stakeholder meeting was held in March. Mr. Fortney stated that the Atkins Group, the consultant creating the plans, provided an overview of the project and reviewed traffic crash data for the region. He stated that stakeholders discussed their biggest concerns regarding safety in their areas and what they saw as their vision for this process. Mr. Fortney stated that the second meeting was held on Friday, May 20th in the MTA Administration Building. He stated that this meeting included discussion on safety targets and a group exercise to select strategies for improving safety. Mr. Fortney stated that the next meeting will be in September.

IV. **ANNOUNCEMENTS**

There were no Announcements at this time.

V. **ADJOURNMENT**

Chairperson Grinnell stated that the next meeting will be held on Tuesday, July 26, 2016.

Chairperson Grinnell adjourned the meeting at 6:55 p.m.

Motion: Action: Approved, **Moved by** Cheryl Clark, **Seconded by** Richard Van Haften, to approve the adjournment of the GLS Region V PDC regular meeting.

Respectfully submitted,
Debby Compton, Secretary
Genesee County Metropolitan Planning Commission



Genesee-Lapeer-Shiawassee Region V Planning and Development Commission

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DEREK BRADSHAW
FISCAL OFFICER

MEMORANDUM

TO: Members of the GLS Region V Planning and Development Commission

FROM: Anna Pinter, Planner III
Genesee County Metropolitan Planning Commission

DATE: July 26, 2016

SUBJECT: Region 6 Regional Prosperity Initiative Update

Olsson Associates is nearing completion of the Site Strategy and Square Footage study for the region. They presented their final report to economic developers and stakeholders in May and made final revisions during the month of June. Olsson also worked with the economic development agencies to develop marketing materials for the region.

The I-69 Thumb Region continued to provide support for educational talent tours through the month of June. The deadline to request funds was June 30th. In total 1,714 students participated visiting more than 50 different companies at a cost of \$7,644.72. There is \$27,000 remaining in this project budget, it will be discussed at the next Steering Committee meeting.

Staff is working to set up regional training events for economic developers and local officials across the region later this year. Several opportunities are being explored which would provide workshops and hands-on training to assist communities in attracting small businesses to the region.

The next meeting of the I-69 Thumb Region Steering Committee will be held on August 11, 2016 at the Lapeer County Health Department.

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DEREK BRADSHAW
FISCAL OFFICER

MEMORANDUM

TO: Members of the GLS Region V Planning and Development Commission

FROM: Damon Fortney, Planner II
Genesee County Metropolitan Planning Commission

DATE: July 26, 2016

SUBJECT: MDOT Regional Traffic Safety Plans Update

The Michigan Department of Transportation (MDOT) continues to work with GLS Region V to develop a Regional Traffic Safety Plan for Genesee, Lapeer and Shiawassee Counties.

The second stakeholder meeting took place on May 20th where road agencies, transit agencies, and police departments discussed emphasis areas for traffic safety in the region and strategies to address them. The top issues identified by the group were intersection-related crashes, lane departures, young drivers, impaired driving, and pedestrian-involved crashes. In a group activity, stakeholders discussed strategies that have worked well for their agency as well as strategies that did not work. Some of the top strategies identified include installing rumble strips, social media outreach, targeted enforcement, and targeted education for young drivers, seniors and other groups.

Next, Atkins will take the input provided at the meeting and begin a draft plan for the region. Staff will work with Atkins during the upcoming months and discuss the draft plan at the next stakeholder meeting scheduled for Tuesday, September 13th at 1:30 p.m. in the MTA Administration Building. Invitations will be sent out to all local units of government and road agencies in the region.

If you have any questions about the Regional Traffic Safety Plan, please feel free to contact me at (810) 766-6560 or dfortney@co.genesee.mi.us.

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DEREK BRADSHAW
FISCAL OFFICER

MEMORANDUM

TO: Members of the Genesee-Lapeer-Shiawassee Region V Planning & Development Commission

FROM: Jacob Maurer, Planner II
Genesee County Metropolitan Planning Commission

DATE: July 26, 2016

SUBJECT: MDOT Regional Transit Mobility Initiative Update

Phase III of the Regional Transit Mobility Initiative is set to begin on Tuesday, July 26th, 2016 as GLS Region V staff will meet with representatives from each of the three primary transit providers in Genesee, Lapeer, and Shiawassee counties. At this meeting, staff will review the phase II report, record what strategies each agency is pursuing, and list any upcoming initiatives.

MDOT has requested that all Regional Prosperity Initiative (RPI) assigned agencies to organize a face to face meeting with each of the transit agencies in their respective prosperity regions before September 1st, 2016. Following the meeting, staff will summarize the information shared and provide the conclusions in a brief report to MDOT. In addition, staff will share the final summary and identified next steps with the Prosperity Region 6 Committee and neighboring Region VII.

In addition to this work, staff will be assisting the Flint-MTA in fiscal years 2016-2017 on their I-69 Corridor Regional Transit Needs Study; studying the needs along the I-69 corridor and surrounding areas in the greater region that feed onto the I-69 corridor. Through this study staff and the MTA will build on the work / discussions already completed with the Regional Transit Mobility Initiative.

If you have any questions or comments, please contact me by email at jmaurer@co.genesee.mi.us or by phone at (810)-257-3010.

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DEREK BRADSHAW
FISCAL OFFICER

MEMORANDUM

TO: Members of the GLS Region V Planning and Development Commission

FROM: Damon Fortney, Planner II
Genesee County Metropolitan Planning Commission

DATE: July 26, 2016

SUBJECT: MDOT FY 2018 Call for Safety Projects

The Michigan Department of Transportation (MDOT) has released a Call for Safety Projects for the 2018 fiscal year. Road agencies should have received a letter from both MDOT and GLS Region V detailing the qualifications for safety funds and the criteria by which applications will be judged. We have included a copy of the MDOT letter for your reference. Project applications must be submitted to MDOT no later than Friday, September 23, 2016.

Please note that the call for projects letter asks all non-MPO agencies to coordinate projects with their Rural Task Force and county road commissions. For road agencies desiring a letter of support for their project, Region V staff must receive a project description including costs by 5:00 p.m. on Friday, September 16, 2016. These can be mailed to our office at the address above, or emailed to me at dfortney@co.genesee.mi.us. Projects will be reviewed and a resolution endorsing the submitted projects will be sent to MDOT after the September 27, 2016 Region V meeting. It is still the local agency's responsibility to submit applications to MDOT by September 23rd.

If you need any assistance with selecting safety projects or have questions about the application process, please contact me at (810) 766-6560 or dfortney@co.genesee.mi.us.

An Equal Opportunity Organization



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

RICK SNYDER
GOVERNOR

KIRK T. STEUDLE
DIRECTOR

June 21, 2016

Ms. Denise Donohue, Director
County Road Association of Michigan
417 Seymour, Suite 1
Lansing, Michigan 48933

Mr. John LaMacchia II, Legislative Associate
Michigan Municipal League
208 North Capitol Avenue, 1st Floor
Lansing, Michigan 48933-1354

Dear Ms. Donohue and Mr. LaMacchia:

Fiscal Year 2018 Federal Local (HSIP) Safety Program

The Michigan Department of Transportation (MDOT) is pleased to announce the solicitation of new applications for the fiscal year (FY) 2018 general Local Safety Program. Federal funds for the general Local Safety Program are to be used for highway safety improvements on the local roadway system. All locally controlled roadways, regardless of National Functional Classification, are eligible for the Local Safety Program. The FY 2018 federal budget for this program is estimated at \$6,000,000. This amount may be subject to revisions. We are asking the County Road Association of Michigan and the Michigan Municipal League to distribute this notice to their member agencies.

Local Agencies may submit more than one project application for consideration. Federal safety funds shall not exceed \$600,000 per project or a maximum amount of \$2,000,000 per Local Agency (HSIP and HRRR combined) for the fiscal year. FY 2018 projects are to be developed and obligated between October 1, 2017 and August 25, 2018.

Applications are to be electronically submitted or postmarked by Friday, September 23, 2016.

Refer to the enclosed Exhibits for information regarding submitting candidate Safety Project Applications.

Our goal is to maintain a fiscally constrained program while maximizing the use of available federal funds. If you have any questions, please feel free to contact Pamela Blazo, Safety Programs Engineer, at (517) 335-2224 or at blazop@michigan.gov.

Sincerely,

Tracie J. Leix
for Matthew W. DeLong, Administrator
Development Services Division

Enclosures

Ms. Denise Donohue and Mr. John LaMacchia II

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June 21, 2016

cc: Dave Morena, FHWA
Matt DeLong, MDOT
Pam Boyd, MDOT
Mark Harbison, MDOT
Pamela R. Blazo, MDOT
Steve Shaughnessy, MDOT
MDOT Region Engineers
MDOT TSC Managers
MDOT LAP Listserv Members
Metropolitan Planning Organizations
Rural Task Forces

Exhibit 1 – Funding Participation

- Projects will be funded at 80 percent federal funds/20 percent local funds unless it meets one of the categories below.
 - If the project scope addresses a roadway feature related to a fatality (K) and/or an incapacitating (A) injury within the limits of proposed work, it will be funded at 90 percent federal funds and 10 percent local funds.
 - If it is an approved systemic project (that supports the State Strategic Highway Safety Plan), then it will be funded at 90 percent federal funds and 10 percent local funds.

- Portion eligible for federal aid:
 - Project’s Construction Phase (‘A’ Phase.)
 - Preliminary Engineering, **ONLY** if criteria of Preliminary Engineering Section outlined below is met.

- Portion not eligible for federal aid:
 - Right-of-way costs.
 - Preliminary engineering, unless criteria of Preliminary Engineering Section outlined below is met.
 - Construction engineering.
 - Decorative items, not safety related in nature.

- Selected projects will be ‘Lump Summed’ at the lesser of the original estimate plus \$20,000, or the original estimate plus 20 percent. Projects may, at MDOT’s discretion, be funded by a “Pro-Rata” method.

- Projects will be let by MDOT or performed by Local Force Account, as approved by MDOT’s Local Agency Program (LAP) office: information found at www.michigan.gov/mdot ~ Doing Business ~ Local Agency Program ~ Force Account and Local Agency Reimbursement System (LARS) Information.

- All social, economic and environmental impacts within the project limits impacts must be mitigated before federal funds can be appropriated and obligated. Project applications which are expected to have significant public controversy and/or require an environmental assessment will not be considered until these outstanding issues have been resolved.

- Local Agencies within Metropolitan Planning Organization (MPO) areas must coordinate with their MPO to ensure inclusion of their project in the area’s Transportation Improvement Program for the fiscal year for which the project was selected. LAP will supply a list of selected projects to the MDOT Planning group, but it is the local agency’s responsibility to ensure these projects are included in the State Transportation Improvement Program.

Preliminary Engineering (up to 10% of the estimated eligible construction costs)

Preliminary engineering for selected safety projects may be programmed for one or more of the following:

- Transparency (5 percent) location (funded at 90 percent federal funds/10 percent local funds)
 - Identified in the 2009 through 2015 Transparency (5%) Reports.
 - Proposed scope of work must address the noted location deficiencies.
 - Projects that are on the Transparency (5%) Report must be clearly identified and a copy of the 5% report included with the application.
- MDOT Local Safety Initiative (LSI) identified location (funded at 50 percent federal funds/50 percent local funds)
 - Proposed scope of work must address the noted location deficiencies reviewed and identified by the LSI Program.
 - A copy of the MDOT LSI written suggestion list must be included with application.
- Traffic Signal Optimization (funded at 80 percent federal funds/20 percent local funds)
 - Must complete a traffic signal optimization study to analyze the timing of signal controllers and implement the revised timings.
 - Signals should be studied to allow for a minimum of one second all red phase and the yellow change interval phase must be evaluated to meet current guidelines.
 - A maximum of \$5,000 total cost will be allowed per signal location for the analysis and adjustment of signal controllers.
 - Signal component upgrades are not permitted under this category.
 - The analysis/study portion of the project will be programmed under a ‘C’ Phase with the physical adjustments of timing being programmed under an ‘A’ Phase.
- Road Safety Audits (RSAs) (funded at 80 percent federal funds/20 percent local funds)
 - An RSA proposal may be submitted without an associated construction phase. It is anticipated that the construction phase would be submitted in the next call for projects.
 - A maximum of \$15,000 in total project costs will be set up for each RSA.
 - The RSA Final Report/findings must be submitted to the Safety Program Administrator for reimbursement.
 - It is anticipated that this work will be completed by a consultant or another agency other than the road owner.

Exhibit 2 – Financial Goals

Project Type	Total Program
Road Safety Audits (RSA)	\$50,000
Non-motorized facility/Pedestrian improvements	\$100,000
High Friction Surface	\$100,000
Centerline and Shoulder Rumble Strip	\$200,000
Guardrail Upgrades and Clear Zone Improvements	\$600,000
Projects with scopes that directly correct areas with a concentration of Types "A" and "K" crashes	\$4,000,000
Safety Funds per MDOT Region	\$350,000

Project Application Examples

- Corridor wide shoulder and center line rumble strips, improved permanent signing (such as chevrons on curves or intersection signing), pavement markings (such as the addition of edge line markings), clear vision corners or reflectorized backplates
- High Friction Surface applications at spot locations
- Elimination, replacement or installation of guardrail or slope flattening
- Removal of fixed objects
- Traffic and pedestrian signal optimization, installation, and upgrades
- Access management
- Intersection safety improvements (lighting, stopping sight distance, clear vision corners)
- Horizontal and vertical curve modifications
- Sight distance improvements
- Bridge railing replacement or retrofit
- Mid-block pedestrian crossings; improvements to school zones
- Projects from a Local Road Safety Plan priority emphasis area (these projects will received additional consideration during the selection process)

This list is not all inclusive and other types of safety improvement projects can be submitted for consideration. The Safety Program Financial Goals allow for the submittal of systemic projects. Systemic safety projects involve the use of countermeasures that are widely implemented (corridor or area wide) based on similar roadway or intersection features that correlate with particular K/A crash types.

Exhibit 3 – Design Requirements

- Must meet current standards and warrants, current Americans with Disabilities Act and Buy America requirements.
- Designed in accordance with 3R, 4R, American Association of State Highway and Transportation Officials (AASHTO) Geometric Design of Highways and Streets, or the AASHTO Guidelines for Geometric Design of Very Low-Volume Local Roads Standards. Use of the Capital Preventative Maintenance guidelines and fixes will not be permitted.
- Traffic signal upgrade projects shall include the installation of signal back plates with reflectorized borders.
- High friction surface projects shall use or follow the intent/material requirements of the most current MDOT Special Provision.
- Corridor (or local agency-wide) permanent signing or pavement marking projects must be of a higher standard than the minimums required by the Michigan Manual of Uniform Traffic Control Devices and/or standards. These type projects shall include additional signing improvements beyond upgrading sign reflectivity requirements; i.e., adding reflective sheeting to sign posts, larger signs, etc., and permanent pavement markings shall include improvements such as being recessed or high quality ‘durable’ markings.

Exhibit 4 - Submitting Candidate Safety Project Applications

Applications submitted electronically must be received no later than **Friday, September 23, 2016.**

- The Local Safety Program Call for Applications Funding Year 2018 Electronic Submittal Form is located at www.michigan.gov/mdot ~ Doing Business ~ Local Agency Program ~ Safety Program ~ FY 2018 HSIP - Electronic Submittal Form.
- Electronic submittals are limited to 15MB.

Applications sent hardcopy must be postmarked no later than **Friday, September 23, 2016.**

- Projects postmarked after Friday, September 23, 2016, may or may not be reviewed for selection, at MDOT's discretion.
- It is recommended that your application be submitted by certified mail or other traceable delivery service.

Applications are reviewed and selected by a committee. Projects that are part of a Local Road Safety Plan priority emphasis area will receive additional consideration. The six required submittal documents are listed below. All MDOT forms and spreadsheets mentioned can be found online at http://www.michigan.gov/mdot/0,4616,7-151-9625_25885_40552---,00.html in the Application Process section of the page.

1. Cover Letter
 - Provide a brief overview discussion as to the proposed project, crash pattern that has been experienced, and how the proposed scope of work will remedy the past crash history.
2. MDOT Form 1627
3. MDOT Time of Return (TOR) Analysis*
 - Only the MDOT TOR spreadsheet will be accepted*. A copy of the data input page and results page must be included in the application submittal.
 - Guardrail oriented projects and independent RSA submittals do not require a TOR analysis.
 - Common Crash Reduction Factors (CRF) are listed in the TOR Spreadsheet
 - ◆ Additional CRFs may be used. If submitting a TOR utilizing a CRF not listed on the TOR form, include a copy of the source used to obtain the CRF.
4. UD-10s
 - Include for all crashes that are used to compile the TOR or Highway Safety Manual analysis/computation. Note: The HSM requires all crashes to be input, including animal crashes. Animal crashes are NOT to be submitted with the application.
 - Use the most current 3 to 5 year period of available data (2011-2013 through current availability).

- Include only those UD-10 crash reports that relate to the proposed scope of work, except include all UD-10 reports relating to Fatal (K) or Incapacitating (A) injury crashes within the project limits.
- 5. Detailed cost estimate or Michigan Engineers Resource Library (MERL) estimate.
- 6. Map showing project location(s).

Applications, to provide additional support, may (not required) also include:

- A copy of the Local Road Safety Plan priority emphasis areas or priority projects list
- Crash analysis used to determine the proposed project's scope.
- Crash concentration maps in the proposed project's limits.
- MDOT LSI written suggestion list (required if requesting participation for Preliminary Engineering)
- Photos of existing project site conditions.
- Preliminary proposed plan view, cross-sections, and/or profiles.
- Ability to deliver a construction package for obligation within this fiscal year.
- Project coordination with other construction projects.
- Highway Safety Manual Analysis*

*Highway Safety Manual Analysis

A Highway Safety Analysis may replace or supplement the TOR Analysis. Local Agencies are encouraged to utilize the HSM for locations where little to no crash history exists, proposed systemic improvements, and locations where additional support of the TOR is desired.

FY 2018, HSM Analysis Requirements:

- Use the MDOT HSM spreadsheet located at http://www.michigan.gov/mdot/0,4616,7-151-9625_25885_40552---,00.html in the Application Process section of the page.
- An electronic copy of the analysis or screenshots of the input and output tabs must be included with the application submittal.
- Calibration factors for use as part of HSM analysis have been compiled by MDOT and are included in the spreadsheet. Local Agencies performing hand calculations will need to refer to the www.michigan.gov/highwaysafety website for calibration factors and distribution values.
- For any questions an agency might have regarding the HSM Calibration factors, please contact Dean Kanitz, MDOT Traffic and Safety Unit, at 517-335-2855.

Additional information available for application development:

- Visit www.michigan.gov/highwaysafety or link to it from the MDOT Local Agency Safety Program Website.
 - Traffic Crash Data maps per Region (Traffic Crash Data)

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- HSM Calibration Factors/Distribution Values (Safety Links, Traffic Standards and Typical, Safety Programs, Highway Safety Manual)
- Safety Guides (Safety Links, Traffic Standards and Typical, Safety Programs, Safety Guides)

Please send all eligible projects and supporting information by **Friday, September 23, 2016**, to the following:

Mrs. Pamela R. Blazo, P.E.
Safety Engineer, Local Agency Programs
Development Services Division
425 W. Ottawa Street, P.O. Box 30050
Lansing, Michigan 48909-7550