

EAST MICHIGAN COUNCIL OF GOVERNMENTS

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FULL COMMISSION ORGANIZATION

Friday, January 18, 2019

10:00 a.m.

City of Saginaw - Andersen Enrichment Center

120 Ezra Rust

Saginaw, MI 48601 - 989-759-1362

Parking is available at the Andersen Enrichment Center which is located west of the Water Treatment Plant

AGENDA

- A. Call to order
- B. Roll call and determination of a quorum
- C. Introduction of **New Members** and **Guests**
- D. **Welcome to the Andersen Enrichment Center**
- E. Review and approval of the agenda
- F. Review of September 14, 2018 minutes for approval – will be sent prior to meeting

- G. **Program Updates**
 - 1. Transportation Programs – Dave Engelhardt – **written report**
 - 2. RPI – Prosperity Region 5 and other programs - Jane Fitzpatrick
 - 3. Special Projects Status Report and updates - Bill Ernat – **written report**

- H. **REPORTS**
 - * Chairman's Report
 - * Director's Report – (will be sent week of January 14th)
 - * Financial Report – C/Dworzecki (Will be sent week of January 14th)

- I. **Report of the Nominating Committee Chair and ELECTION AND INSTALLATION OF 2019 OFFICERS (Chairperson, 1st Vice Chairperson, 2nd Vice Chairperson, Secretary and Treasurer and Committee assignments): Reminder that each county is entitled to have two representatives and should have two alternates! (See information below)**

J. **NEW BUSINESS**

1. **RESOLUTION 19-01: Resolution authorizing appropriate signatories to all EMCOG legal documents, checks, contracts, letters, Resolutions, contracts, awards or financial instruments (bank signature cards, etc.) **Action item (See Attached)****
2. **RESOLUTION 19-02: 2019-2022 EDA PARTNERSHIP PLANNING GRANT: AUTHORIZATION OF THE EXECUTIVE DIRECTOR TO SUBMIT THE EDA APPLICATION AND FOR THE CHAIRPERSON TO ACCEPT AND SIGN THE U.S. ECONOMIC DEVELOPMENT ADMINISTRATION (EDA) PARTNERSHIP PLANNING ASSISTANCE GRANT APPLICATION, GRANT AWARD CONTRACT AND COMMITMENT OF MATCHING FUNDS (Proposed Resolution wording attached).**
2. **2018 GRANT OPPORTUNITIES: Suggesting one motion for both:**
 - a) Authorization for staff to review, prepare and apply for USDA grants in 2018 if applicable and match requirement can be met. **Action item**
 - b) Authorization for staff to review, prepare and apply for DEQ/DNR grants in 2019 if applicable and match requirement can be met. **Action item**
3. Authorization of RED Team and EMCOG staff to finalize and submit the 2016-2018 CEDS Annual Performance Report to EDA Chicago with copies to be provided to the Full Board after submission for review, filing and distribution. **Action item**
4. Adoption of the **2019 FC and Red Team Meeting schedules – Action item**
5. **2019 RRC Technical Assistance Project** – Authorization to enter into a contract with a qualified consultant for the implementation of CEDS Objective 4 (Package the region's downtowns as investment opportunities), Action Item 4a (Conduct an inventory of available properties and their condition in each downtown) under Goal 5 (Place-making, Equitable Development & Community Resiliency) through the RRC Technical Assistance Program for an amount not to exceed \$25,000. **Action item (Note this is the action item for the previously approved RRC T/A contract we have with MEDC).**

6. Authorization to have the Chairman sign and staff submit the **2019 Indirect Cost Certificate**. Action item

7. **City of Standish Master Plan Update** – Authorization of appropriate signatures to a contract with the City of Standish to complete their Master Plan Update for an amount not to exceed \$40,000. Action Item

K. MICHIGAN FEDERAL PROJECT REVIEW – Will be sent the week of the 14th – copies will also be provided at the meeting.

L. Commissioner comments, reports, items of concern, etc. (Can be deferred to the RED Team meeting if desired or if we run out of time).

M. Any Other Business

Next meeting – City of Bay City – Site to be determined

N. Adjournment

A handwritten signature in cursive script, appearing to read "Duc", is located below the "Adjournment" heading.



EMCOG COMMITTEES

A. Executive Committee

The officers shall serve as the Executive Committee of EMCOG which shall also function as the Budget/Finance and Personnel Committee. The Executive Committee also assists the Executive Director in preparation of agenda items and business to come before the EMCOG Council.

The five (5) Officers shall constitute the Executive Committee. The Chairperson of the EMCG Full Council Board shall serve as the Chair of this Committee.

C. Nominating Committee

The Nominating Committee shall be a standing committee reporting to the Council unless otherwise designated by the Chair. The Committee shall consist of one (1) to three (3) members from the member units and will be appointed at the last Full Council meeting of the year by the EMCOG Chairperson. The proposed candidates for Council officers will be presented at the Organizational meeting in January. Additional nominations will also be accepted from the floor at that meeting.

D. Advisory Committees

The Committees *advising* the Council on critical program areas are:

1. Regional Economic Development (RED) Team

The RED Team shall be a standing committee reporting to the Board of Directors and the Executive Director. The purpose of the RED Team shall be to:

- A. Promote, communicate and facilitate discussion on issues of economic development, which have a mutual interest to member units.
- B. Serve as the Comprehensive Economic Development Strategy (CEDS) Committee.
- C. Collect necessary member information for completion of the annual CEDS to Council Economic Development staff.
- D. Be comprised of one (1) representative from each member unit.
- E. The Strategy Committee will represent the main economic interests of the Region including but not

limited to: private Sector, workforce development boards, chambers of commerce, community colleges, EDCs, communications, environmental, etc.

- F. Work with the EMCOG TLAG Committee, et al on issues of mutual interest and concern;
- G. Coordinate with the Prosperity Region 5 Strategic Management Committee

At all times, the RED Team membership shall be consistent with the U. S. Department of Commerce, Economic Development Administration rules and regulations governing CEDS board composition.

The RED Team shall be chaired by the 2nd Vice Chairperson of the Council. In the absence of the Chair, the RED Team may select a Chair for the meeting in question. The RED Team shall be staffed by the Economic & Community Development Program Manager.

2. **Transportation, Logistics and GIS (TLAG) Committee:**

The TLAG Committee shall be a standing committee reporting to the Council and the Executive Director. The purpose of the TLAG Committee is to provide a forum for groups and/or individuals working to facilitate improved transportation and logistics systems utilizing GIS and other applications throughout the Region.

- A. Promote, communicate and facilitate discussions on a regional level on issues related to transportation, logistics and GIS.
- B. Partner with the EMCOG RED Team committee on issues of mutual interest including but not limited to economic, transportation, infrastructure concerns;
- D. Partner with ECM PR-5 on all matters and issues of mutual interest including but not limited to economic, transportation and infrastructure;
- E. Engage appropriate EMCOG staff in the execution of the Committee's purpose;

An EMCOG Board member shall serve on the TLAG Committee. The Committee will be staffed by the Transportation Program Manager.

Section 2. Ad Hoc (Special) Committees:

Special (Ad Hoc) committees may be appointed by the EMCOG Chair to perform specific tasks for the Council and are dissolved upon task completion.