

AGENDA

REGION 2 PLANNING COMMISSION

Full Commission

FOR FURTHER INFORMATION, CONTACT:

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

DATE: Thursday, September 12, 2019

TIME: 2:00 P.M.

WHERE:

**Jackson County Tower Bldg.
120 W. Michigan Ave. – 5th Floor
Jackson, MI 49201**

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

PAGE #

1. Call to Order
2. Pledge of Allegiance
3. Approval of the September 12, 2019 Agenda – **ACTION**
4. Public Comment
5. Approval of the Full Commission Meeting Minutes for July 11, 2019 (see enclosure) – **ACTION** 2
6. Approval of Action Taken at the June 13, 2019 Executive Committee Meeting (see enclosure) – **ACTION** 6
7. Receipt of Treasurer's Report of August 31, 2019 (see enclosure) – **ACTION** 10
8. Approval of September 12, 2019 Submitted Bills (see enclosure) – **ACTION** 14
9. Staff Progress Report for July and August, 2019 (see enclosure) – **DISCUSSION** 15
10. The Enterprise Group Update – **DISCUSSION**
11. Approval of the R2PC FY 2020 Planning Work Program (PWP) (see enclosure) – **ACTION** 23
12. Safe Routes to School – Program Introduction/Reminder (see enclosure) – **DISCUSSION** 34
13. Jackson City+County Non-Motorized Plan Outreach Meetings (see enclosure) – **DISCUSSION** 36
14. Non-Motorized and Water Trail Development in Jackson County (see enclosure) – **DISCUSSION** 38
15. County-Based Tables of Municipal Decennial Census and Population Projections (see enclosure) – **DISCUSSION** 40
16. Existing Land Use In the Region 2 Area (see enclosure) – **DISCUSSION** 44
17. Other Business
18. Public Comment / Commissioners' Comments
19. Adjournment

Region 2 Planning Commission

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

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

MEETING MINUTES

Region 2 Planning Commission – Full Commission

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

Thursday, July 11, 2019

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

Attendance:

Acker	Cousino	Jenkins	Seegert
Arno	Craig	✓ Jennings	Sessions
Bailey	Cure	Johnson	Shotwell
✓ Bair	David	Jones	✓ Sigers (E)
Baker	✓ Drake	Karnaz	✓ Southworth
Baker	✓ Driskill (E)	Kastel	Spencer
Bales	✓ Duckham (E)	Keck	Spink
Barnhart	✓ Elwell	✓ Knoblauch (E)	Stormont
Beach	Emmons	Koehn	✓ Swartzlander
Beckner	✓ Gaede (E)	Kubish (E)	✓ Terry (E)
✓ Beeker (E)	Gallagher	Lance	✓ Tillotson (E)
Blythe	Gould, J.	Linnabary	Votzke
Boggs	✓ Gould, L. (E)	Navarro	Wagner
Bolton	Grabert (E)	Nolte	Wardius
Bower	Greenleaf	O'Dowd	Webb
Burns	✓ Guetschow (E)	✓ Overton (E)	✓ Welsh (E)
Burress	Hartsel	✓ Palmer	✓ Williams
Burtch (E)	Hawley	Platt	Wilson
Bush	Heath	✓ Poole (E)	✓ Witt
Cavasin	Herlein	Richardson	✓ Wittenbach (E)
Chamberlain	Isley	Ries	✓ Wonacott (E)
Collins	✓ Jancek (E)	Rohr (E)	Wymer
Cornish	Jeffrey	Schlecte	

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

Staff Present: Steve Duke, Executive Director

Others Present: Mike Davis, MDOT; Kelby Wallace, MDOT

- II. **Pledge of Allegiance** – Those in attendance rose and joined in the Pledge of Allegiance.
- III. **Approval of the Agenda** – The motion was made by Comm. Guetschow, supported by Comm. Swartzlander, to approve the July 11, 2019 agenda as presented. The motion carried unanimously.
- IV. **Public Comment** – No public comments were received.
- V. **Approval of the Full Commission Meeting Minutes for May 9, 2019** – The motion was made by Comm. Overton, supported by Comm. Jancek, to approve the Full Commission meeting minutes for May 9, 2019 as presented. The motion carried unanimously.
- VI. **Approval of Action Taken at the June 13, 2019 Executive Committee Meeting** – The motion was made by Comm. Knoblauch, supported by Comm. Jancek, to approve the Executive Committee meeting minutes of June 13, 2019 as presented. The motion carried unanimously.
- VII. **Receipt of Treasurer's Report of June 30, 2019** – A motion was made by Comm. Drake, supported by Comm. Duckham, to receive the June 30, 2019 Treasurer's Report as presented. The motion carried unanimously.
- VIII. **Approval of July 11, 2019 Submitted Bills** – A motion was made by Comm. Bair, supported by Comm. Drake, to approve payment of the July 11, 2019 submitted bills as presented. The motion carried unanimously.
- IX. **Staff Progress Report for June, 2019** – The June, 2019 staff progress report was included in the agenda packet for Commission review. The following activities were highlighted:
 - The Regional Prosperity Initiative (RPI) Management Team selected four (4) challenge grant applications to fund for FY 2019.
 - A RPI 6-county asset management summit was held in Ann Arbor on June 4th.
 - Staff completed the annual PASER pavement condition ratings for the federal-aid eligible roads in Jackson and Lenawee counties.
 - Staff organized and conducted a ribbon cutting ceremony marking the official opening of the new Ann Arbor Road non-motorized trail.
 - Staff attended an I-94 CART committee meeting to review the preferred design alternative for the reconstruction of the West Avenue/I-94 interchange.
 - The JACTS FY 2020-2023 Transportation Improvement Program (TIP) was adopted by the R2PC at their June meeting. The final document was forwarded to MDOT and FHWA for final approval.
 - Staff attended the Michigan Association of Regions (MAR) annual conference.
 - Staff is continuing to work on several area master plans and recreation plans.
- X. **Approval of Amendments to the JACTS FY 2017-2020 Transportation Improvement Program (TIP)** – Mr. Davis, MDOT-University Region, requested approval of the following amendment:

FY	Job no.	Phase	Project Name	Limits	Length	Project Description	Budget	Federal Fund Source	Amendment Type
2019	204744	CON	Norfolk Southern Railway	Jackson St and Mechanic St bridges	0.416	Reconstruction of railroad bridges	Fed: \$11,595,853 State: \$2,898,963 Total: \$14,494,816	BUILD Grant	ADD

A motion was made by Comm. Duckham, supported by Comm. Drake, to approve the proposed MDOT amendment as presented. The motion carried unanimously.

- XI. Approval of Audit Services Proposal for FY 2019-2021** – Mr. Duke reported the R2PC received one (1) bid proposal to complete the agency audit reports for FY 2019, 2020, and 2021 from Smith & Klaczkiwicz, P.C. He added that this firm has successfully completed R2PC annual audit reports in the past.

The motion was made by Comm. Drake, supported by Comm. Wonacott, to approve the FY 2019, 2020, and 2021 audit bid proposal submitted by Smith & Klaczkiwicz at a cost not to exceed \$16,900. The motion carried unanimously.

- XII. I-94 Freeway Modernization Update** – Mr. Kelby Wallace, Director of MDOT's Jackson-TSC office, gave a PowerPoint presentation reviewing the reconstruction of the Cooper Street interchange and the Grand River bridge; the FY 2020 reconstruction of the M-60 interchange; and, the FY 2021 reconstruction of the Elm Road interchange and the Lansing Avenue bridge over I-94.

At a previous meeting, Mr. Wallace had reviewed five (5) design options MDOT was considering for the reconstruction of the West Avenue/I-94 interchange. Upon further analysis and stakeholder input, MDOT is recommending Alternative 3 (Diverging Diamond Interchange) because of several factors including cost, reduction in crashes, and a smaller geographic footprint than the other designs.

MDOT is fast-tracking the engineering of the West Avenue interchange in anticipation of receiving funding for the project in FY 2021. If that occurs, MDOT is planning to add this project to the Elm interchange/Lansing Avenue bid document.

- XIII. Median Age and Youth Dependency Ratio Facts** – Mr. Bauman prepared, and included in the agenda packet, updated information regarding an increase in the median age of residents and a decrease in the youth dependency ratio in the region for 2017.

- XIV. Summary of Lenawee County Planning Commission's Annual Dinner** – Mr. Bauman provided a memorandum summarizing the speaker presentations at the Lenawee County Planning Commission annual meeting and dinner.

XV. Other Business

- Per requirements of the Michigan Enabling Act legislation, Palmyra Township notified the R2PC they will be conducting a full review and update of their current mas-

ter plan document; Somerset Township is beginning the process of updating their master plan; and, the Village of Brooklyn is announcing the availability of their recently updated master plan.

XVI. Public Comment / Commissioners' Comments – No additional comments were received.

XVII. Adjournment – There being no further business, Chair Tillotson adjourned the meeting at 3:08 p.m.

Pete Jancek
Secretary

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

MINUTES

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

Thursday, June 13, 2019

- I. **Call to Order** – Chair Tillotson called the meeting to order at 2:03 p.m. A quorum was present.

Executive Committee Members:

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

Key: ✓ = present

Other Commissioners Present: Bair, Jennings, O'Dowd, Shotwell, Southworth, Swartzlander, Williams, Wymer

Others Present: Jonathan Greene, City of Jackson-Public Works

Staff Present: Bauman, DeOliveira, Duke, Thompson

- II. **Pledge of Allegiance** – Those in attendance joined in the Pledge of Allegiance.
- III. **Approval of the Agenda** – Mr. Duke requested Item 6 be deleted from the agenda. A motion was made by Comm. Jancek, supported by Comm. Welsh, to approve the amended June 13, 2019 Executive Committee agenda as presented. The motion carried unanimously.

- IV. **Public Comment** – Chair Tillotson announced the first opportunity for public comment. No public comments were received.
- V. **Approval of Minutes of the April 11, 2019 Executive Committee Meeting** – The motion was made by Comm. Knoblauch, supported by Comm. Jancek, to approve the April 11, 2019 Executive Committee meeting minutes as presented. The motion carried unanimously.
- VI. **Receipt of the Treasurer’s Report of May 31, 2019** – The motion was made by Comm. Grabert, supported by Comm. Jancek, to approve receipt of the R2PC Treasurer’s Report for May 31, 2019. The motion carried unanimously.
- VII. **Approval of the June 13, 2019 Submitted Bills** – A motion was made by Comm. Jancek, supported by Comm. Grabert, to approve payment of the June 13, 2019 submitted bills as presented. The motion carried unanimously.
- VIII. **Staff Progress Report for May, 2019** – Mr. Duke highlighted staff activities for May, 2019, as follows:
- 2019 RPI Challenge Grant applications totaling \$127,000 were reviewed, and approved for funding, by the Management Team
 - Staff met with our EDA district representative to discuss ways to improve our solicitation of projects for federal funding
 - Staff attended the spring Asset Management conference in Gaylord
 - The first round of public engagement meetings for input on the joint City of Jackson/Jackson County non-motorized plan were conducted
 - Staff completed the JACTS FY 2020-2023 Transportation Improvement Program. Several amendments to the FY 2017-2020 TIP were processed through the JACTS Committee process and forwarded to MDOT and FHWA for approval
 - Master Plan assistance – Village of Brooklyn, Jackson County, Leoni Township, Village of Parma, Napoleon Township, Spring Arbor Township, Woodstock Township, and the Village of Springport
 - Recreation Plans – Jackson County and Summit Township
- IX. **Approval of Amendments to the JACTS FY 2017-2020 Transportation Improvement Program (TIP)** – Mr. Duke presented the proposed MDOT and JATA amendments as follows:

FY	Job no.	Phase	Project Name	Limits	Length	Project Description	Budget	Federal Fund Source	Amendment Type
2019	203029 *	CON	University Region longitudinal pavement markings	Region-wide	2.553	Application of special pavement markings	\$90 – Fed \$10 - State	HSIP	Abandon Phase
2019	124951 *	PE (Design)	Regionwide	Region-wide		Install RWIS	\$245,550 – Fed \$54,450	ST	Abandon Phase

*Multi-MPO job

FY	Project Name	Limits	Work Type	Description	Cost	Fed Fund Source	State Fund Source	Total Cost
2019	Transit Capital	County wide	Transit Facility	Overhead Doors	\$12,910 – Fed \$3,277 - State	5307	CTF	\$16,137

The motion was made by Comm. Jancek, supported by Comm. Grabert, to approve the MDOT and JATA amendments to the JACTS FY 2017-2020 TIP as presented. The motion carried unanimously.

- X. **State of Michigan Form 5584 – Application for Waiver and Plan Retirement Health Benefits System** – Ms. Thompson, R2PC Accountant, was introduced to present State of Michigan Form 5584 – Application for Waiver and Plan Retirement Health Benefit Systems for FY2018. Ms. Thompson communicated that the waiver application is necessary for FY2018 as R2PC was still on a ‘Pay-as-you-go’ basis for their postretirement benefits and did not fulfill the State’s requirement of 40% funding. R2PC approved in March 2019 to set up a trust by September 30, 2019 to fund postretirement benefits and therefore this should be the last time that the waiver application is completed. Ms. Thompson requested the application be approved.

The motion was made by Comm. Jancek, supported by Comm. Grabert, authorizing the R2PC Executive Director to sign the application for waiver and the retirement plan as presented. The motion carried unanimously.

- XI. **Approval of the Regional Prosperity Initiative / Greater Ann Arbor Region 2019 Challenge Grantees and Authorization for the Executive Director to Sign the Contract Agreements** – Mr. Duke reported that the RPI Management Team had received several applications for 2019 grant funding totaling more than \$243,000. Five applications, totaling \$127,000 were approved for funding including Bedford Adult Education, Charter Township of Ypsilanti, Michigan Works! Southeast, Monroe Vineyard Church, and SOS Community Services.

The motion was made by Comm. Grabert, supported by Comm. Guetschow, approving the RPI 2019 challenge grant applications as presented, and authorizing the Executive Director to sign the associated project agreements. The motion carried unanimously.

- XII. **Approval of the Metropolitan Transportation Planning Process Certification Resolution** – Mr. Duke reported that after meeting with MDOT, FHWA and FTA officials and affirming that the R2PC has continued to address and affirm all associated rules and regulations required by the urban planning process, he requested approval of the self-certification resolution stating such.

The motion was made by Comm. Jancek, supported by Comm. Wonacott, authorizing Chair Tillotson to sign the resolution recommending the Jackson Urbanized Area Transportation Planning Process receive certification by the Region 2 Planning Commission. The motion carried unanimously.

- XIII. **Approval of the JACTS FY 2020-2023 Transportation Improvement Program (TIP)** – Mr. Duke reported that staff had been working since September, 2018, preparing the JACTS FY 2020-2023 Transportation Improvement Program (TIP). At their respective meetings in May, 2019, the JACTS Technical Advisory and Policy committees reviewed the document and recommended approval by the R2PC.

A motion was made by Comm. Jancek, supported by Comm. Grabert, approving the JACTS FY 2020-2023 Transportation Improvement Program as presented. The motion carried unanimously.

- XIV. **Update – City of Jackson / Jackson County Non-Motorized Plan** – Ms. DeOliveira gave a PowerPoint presentation summarizing staff and consultant progress on the City of Jackson / Jackson County Non-Motorized Plan to date. Staff recently conducted the first round of public meetings in May with additional meetings to follow this fall. The plan is expected to be completed in early 2020.

- XV. **2010-2018 Annual Population Estimates from the U.S. Census Bureau / Short-term Rental Legislation Update** – Mr. Bauman reviewed the most recent population estimates provided by the U.S. Census Bureau for the 3-county region.

Mr. Bauman updated the Committee regarding the progress of HB 4554 ruling that short-term rentals are a commercial use of property, and not a residential use.

- XVI. **Approval of Staff Travel to the 2019 EDA Showcase in Indianapolis, July 9-10, 2019** – The motion was made by Comm. Jancek, supported by Comm. Gaede, approving staff travel and associated expenses to attend the EDA Showcase in Indianapolis July 9-10, 2019. The motion carried unanimously.

XVII. **Other Business**

- Mr. Duke explained that the Lenawee County Planning Commission annual dinner and meeting will be held June 20th at Siena Heights University.
- Per the Michigan Enabling Legislation requirements, the Village of Parma notified the R2PC that 2019 edition of the Village of Parma Master Plan was available for review and comment.

- XVIII. **Public Comment / Commissioner's Comments** – No additional comments were forthcoming.

- XIX. **Adjournment** – There being no further business, the meeting was adjourned at 2:55 pm by Chair Tillotson on a motion by Comm. Jancek, and supported by Comm. Terry.

Pete Jancek
Secretary

REGION 2 PLANNING COMMISSION
Treasurer's Report - Monthly Summary
as of August 31, 2019

Checking Account Balance ending July 31, 2019		\$ 845,314.55
Deposit Summary:		
August 2019 EFT Deposits	\$	2,480.00
August Bank Deposits		-
August Adjustments		(906.82)
Total Deposits plus Bank Balance	\$	<u>846,887.73</u>
Expenses:		
Submitted Expenses - August 2019 **	\$	(28,645.42)
Interim Expenses		(7,277.78)
Payroll/Related Expenses		(22,654.33)
Subtotal of Expenses	\$	<u>(58,577.53)</u>
Balance Checking Account ending August 31, 2019	\$	<u>788,310.20</u>
Balance CD Investments ending August 31, 2019	\$	<u>103,930.52</u>
Total Cash on Hand	\$	<u>892,240.72</u>

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

REGION 2 PLANNING COMMISSION
Deposits and Adjustments to Cash
as of August 31, 2019

8/31/2019	EFT Deposits:	
	MDOT - Asset Management, Q2 2019 Revenue, Invoice 3535	\$ 2,480.00
	Subtotal - EFT Deposits	\$ 2,480.00
8/31/2019	Check Deposits:	
	None	-
	Subtotal - Check Deposits	\$ -
8/31/2019	Adjustments to cash:	
	Bank fees - August	\$ (131.21)
	Paycor Fees - August	\$ (223.45)
	Credit Card Charges - Training	\$ (90.00)
	Credit Card Charges - Postage	\$ (81.65)
	Credit Card Charges - Travel/Meals	\$ (380.51)
	Subtotal - Adjustments to Cash	\$ (906.82)
	Total Net Deposits for August 2019	\$ 1,573.18

REGION 2 PLANNING COMMISSION
INTERIM BILLING and PAYROLL EXPENSES
as of August 31, 2019

Interim Billing for August, 2019

<u>Vendor</u>	<u>Description</u>		<u>Amount</u>	<u>Check #</u>
BS&A	Annual Contract	\$	899.00	14610
Monroe Co. Comm. College	RPI Grant	\$	6,347.83	14617
The Water Store	Supplies for July 2019	\$	30.95	14618
Total Interim Billing for August, 2019		\$	7,277.78	

Payroll & Travel Related Expenses:

<i>Paid August 9, 2019</i>	<i>by Direct Deposit/EFT</i>		
Paycor	Payroll Disbursement	\$	10,825.71
G. Bauman	Travel Reimbursement	\$	20.42
T. DeOliveira	Travel Reimbursement	\$	526.91
S. Duke	Travel Reimbursement	\$	87.70
Total		\$	11,460.74

<i>Paid August 23, 2019</i>	<i>by Direct Deposit/EFT</i>		
Paycor	Payroll Disbursement	\$	11,114.59
G. Bauman	Travel Reimbursement	\$	53.30
T. DeOliveira	Travel Reimbursement	\$	19.78
S. Duke	Travel Reimbursement	\$	5.92
Total		\$	11,193.59

Total Payroll Expenses for August, 2019	\$	22,654.33
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Region 2 Planning Commission
Outstanding Accounts Receivable
as of August 31, 2019

Municipality/Source	Date	Inv. No.	Amount
Spring Arbor Township - Planning Services Jan-Mar 2019	5/31/2019	3538	1,173.31
Leoni Township DDA	7/30/2019	3545	2,748.09
<i>FY 2019 Balance as of August 31, 2019</i>			\$ 3,921.40

REGION 2 PLANNING COMMISSION**Submitted Bills****September 12, 2019**

Vendor	Description	Amount Due
Alerus Retirement & Benefits	Deposit into RHFV (MERS)	\$ 25,000.00
Allegra	R2PC August Packet	\$ 211.58
Auto Owners Insurance	Business/Umbrella Policies	\$ 2,645.06
Blue Cross/Blue Shield	Office Coverage (Oct. 2019)	\$ 3,541.79
Blue Cross/Blue Shield	Supplement F (Oct. 2019)	\$ 169.57
Blue Cross/Blue Shield	Prescription Coverage (Oct. 2019)	\$ 89.30
County of Jackson	Rent Expense September 2019	\$ 3,077.26
County of Jackson	Postage/Acct. Serv. July 2019	\$ 2,361.83
County of Jackson	Phone July 2019	\$ 248.94
Hillsdale Co. 2B District Court	RPI Grant	\$ 420.00
Hillsdale Co. Econ. Dev. Partnership	Annual Dinner (GB)	\$ 25.00
ICMA Retirement Trust	ICMA 401 Contribution	\$ 2,018.10
Lenawee Econ. Dev. Corp.	RPI Challenge Grant (2018)	\$ 6,081.48
PSC	RPI Grant	\$ 12,629.02
The Water Store	Supplies August 2019	\$ 6.05
Vantage Point Transfer Agents	ICMA RHS Contribution	\$ 220.69

Total Submitted Billing - September, 2019	\$ 58,745.67
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Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

Staff Progress Report July & August, 2019

Area-Wide Regional Planning Activities

Economic Development Activities

- **Economic Development Administration (EDA).** Staff was involved in the following activities on behalf of the R2PC Economic Development District (EDD):
 - Attended the 2019 Chicago Region EDA Showcase in Indianapolis, Indiana, on July 9th and 10th in order to learn about the economic development related research and activities conducted by its various University Centers over the past year.
 - Visited the East Michigan Council of Governments on July 12th to: (1) attend its Council and EDD meetings and (2) learn from staff how they provide economic development services to their communities.
 - Participated in the July 24th Quarterly EDD Conference Call hosted by the Chicago EDA Office.
 - Attended a webinar on the upcoming replacement of DUNS numbers on July 25th.
 - Continued to work with the Brooklyn Village Manager regarding possible EDA funding for the replacement of the Mill Street Bridge and a municipal sewer system lift station.
 - Suggested that the proponents of the railroad in southeastern Lenawee County speak with the EDA about the potential for federal funding.
 - Obtained a new resource published by the EDA's Economic Development Integrators (EDIs) on a biweekly basis regarding recent economic grant opportunity and resource announcements. That resource is now forwarded to the R2PC and EDD email listings, with an executive summary, as they become available.
 - Obtained property assessment data for parcels in all 3 counties and created an existing land use map for the region, the first step in developing a map of cultural and institutional resources, a goal of the Comprehensive Economic Development Strategy (CEDS). Work also began on the new map.
 - Developed the 2018 CEDS Annual Performance Report—in coordination with the Hillsdale County EDP, the Enterprise Group of Jackson, and Lenawee Now (Lenawee County Economic Development Corporation (LEDC)), the 3 county-based Economic Development Organizations (EDOs) in the region—and sent it to the EDA and the members of the R2PC's CEDS Committee.

[July & August, 2019 Staff Progress Report]

- Communicated with a researcher regarding staff's perspective on the need for affordable housing in Lenawee County from an economic development perspective.
- **Downtown Development Authorities (DDAs).** Staff attended the monthly meetings of the City of Jackson and Leoni Township DDA committees and provided administrative support to the Leoni Township DDA.

Regional Prosperity Initiative

■ **Program Administration**

- Facilitated July Greater Ann Arbor Region Prosperity Initiative (GAAR) management team meeting to discuss the fall Asset Management Summit, Challenge Grants, and the transportation grant.
- Developed July management team meeting notes.
- Developed and compiled materials for August management team meeting (cancelled).
- Communicated with Ypsilanti Charter Township on their conditional challenge grant award.
- Finalized and executed MOUs for all formally awarded applicants.
- Coordinated presentation with Monroe County Learning Bank for the July and August management team meeting (submitted report instead due to death in the presenter's family).
- Secured new date and location for October management team meeting.
- Requested additional information for transportation project from Toole Design and distributed to management team for final approval.

■ **Communications and Engagement**

- Secured date, location, and drafted agenda for Fall Asset Management Summit.
- Coordinated logistics with Weber's for Fall Asset Management Summit.
- Developed webpage, registration system, and invitation for Fall Asset Management Summit.
- Posted Spring Asset Management Summit recap and final report on the GAAR website.
- Added new contacts to GAAR email mailing list.
- Developed and sent August GAAR newsletter.
- Conducted interviews with management team members regarding the sustainability of the GAAR without State of Michigan funding.
- Developed a survey for past grant recipients to help inform October GAAR management team meeting about sustainability.
- Developed challenge grant recipient article for GAAR website.
- Collected 2016 and 2017 U.S. Census data GAAR metrics dashboard updates.

[July & August, 2019 Staff Progress Report]

- Updated GAAR metrics dashboard with county-level filters.
- Deployed website updates.

R2PC Activities

- **R2PC Website.** Staff continued updating www.region2planning.com through WordPress.
- **Demographics.** Expanded the historic municipal decennial census population total summaries for each county to include population estimates provided by the Michigan Department of Transportation (MDOT) and Regional Economic Models, Inc. (REMI). The data for the counties of Lenawee and Jackson were then sent to an engineering consultant conducting work in the townships of Cambridge and Leoni.

Participated in a conference call with Munetrix about the provision of ‘dashboard’ data to member communities.

- Staff attended the bi-monthly Michigan Association of Regions (MAR) meeting in Lansing.

Regional Transportation Planning Hillsdale, Jackson, and Lenawee Counties

Program Management

- Staff submitted the Rural Task Force monthly progress reports to MDOT.
- Staff attended Safe Routes to School training at SEMCOG to learn more about the program and to be a point of reference for any member of Region 2 that is interested in learning more or beginning a project.
- Staff attended the first Advanced “Training Wheels” training offered by MDOT. This was a deep dive into the latest recommendations and installations for bicycle, pedestrian, and universal design facilities from MDOT and the Federal Highway Administration (FHWA). The program was led by national experts and included a site visit and field work to understand how bicycle and pedestrian improvements can provide greater mobility options for all users of the transportation system.
- Staff reviewed over ten FHWA and MDOT bicycle and pedestrian design guides that have been developed in the last five years (with the most recent being in 2019) as a result of the Advanced Training Wheels training. Staff anticipates to be a resource as needed across the region related to this topic.
- Staff completed and submitted the FY 2020 Regional Transportation Work Program.

Asset Management

- Staff participated in the monthly Asset Management conference call with MDOT.
- Staff completed PASER Data Collection for Jackson and Lenawee counties. Staff has sent the data to Lenawee and Jackson counties and sent it up to the state via the TAMC website to meet state requirements.

[July & August, 2019 Staff Progress Report]

- Staff started PASER data collection for Hillsdale County. Data collection is anticipated to be completed in early September. The data will be subsequently reviewed, sent back to the local community, and sent up to the state.
- Staff has begun working on developing the PASER 2018 – 2019 GIS maps and annual report.

Technical Assistance to MDOT

- Staff has been involved with discussion of the development of more non-motorized trails in Lenawee County with MDOT and the Michigan Department of Health and Human Services (MDHHS).
- Staff completed the 3rd quarter activity report for MDOT.
- Staff attended meetings related to the development of a trail that would run through the Watkins State Park from the Village of Manchester to the east and the Village of Brooklyn to the west with local agencies, the Department of Natural Resources, and the National Parks Service.

Metropolitan Area Transportation Planning Jackson Area Comprehensive Transportation Study

Program Management

- Staff attended the Jackson Area Transportation Authority's monthly Local Transit Advisory Council (LTAC) meeting.
- Staff attended the Michigan Transportation Planning Association annual conference in Lansing.
- Staff attended the monthly Michigan Transportation Planning Association meeting in Lansing in August. Staff continues to act in the secretarial role for the organization.
- Staff continues to work with the DNR, City of Jackson, Jackson County, local townships and villages to address requests to expand the development of non-motorized trails.
- Staff attended the monthly Active Jackson meetings. The Jackson City + County Non-Motorized plan has been a monthly agenda item/discussion topic.

Technical Assistance

- Staff completed the 3rd quarter activity report for MDOT.
- **City of Jackson and Jackson County Non-Motorized Plan:**
 - The project website contains the latest project information that is available:
<https://walkbike.info/jackson/>
 - The project website will be maintained for the duration of the project, and is a great way to get updates on the latest information.
 - The consultants developed a preliminary non-motorized network based on their inventory and analysis along with the public input. The Steering Committee met to review and provide feedback on the network in August.

[July & August, 2019 Staff Progress Report]

- During the weeks of September 9 and September 16, there will be 10 public outreach meetings held at various locations across the County and within the City to review and provide feedback on the preliminary draft plan and bicycle and pedestrian (non-motorized) network. Staff worked to secure times, dates and locations for 10 public outreach meetings in September. Public input will also be gathered via the website starting September 9. Please see the public meeting flyer that was emailed in late August and available in the September R2PC meeting packet for more information.
- Staff began notifying the public, local agencies, and stakeholders regarding the September Public Outreach Meetings via email, phone calls, and public meeting notices.
- Staff has a bi-weekly phone call with the consultant to ensure that the project stays on track and to continue to communicate on project matters as needed.

Transportation Improvement Program (TIP)

- Staff continues to work with MDOT to ensure the FY 2017-2020 and FY 2020-2023 TIP projects are up to date in JobNet.

Jackson Traffic Safety Program

- Staff entered enforcement reports into OHSP MAGIC+ system (Jackson Police Department, Blackman-Leoni Township Public Safety Department, and Jackson County Sheriff Department).
- Staff submitted an application for FY 2020 OHSP Impaired Driving and Seat Belt grant for up to \$34,355.00, which would be split between Jackson Police Department, Blackman-Leoni Township Public Safety Department, and the Jackson County Sheriff Department.

Local Planning Assistance

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

Hillsdale County

All Municipalities. Staff provided the following service(s):

- Expanded the historic municipal decennial census population total summaries for the county to include population estimates provided by the Michigan Department of Transportation (MDOT) and Regional Economic Models, Inc. (REMI) [a R2PC funded activity].
- Obtained property assessment data for parcels in the county—and the other counties in the region— and created a regional existing land use database for the county [an EDA funded activity].

Somerset Township. Staff provided the following service(s):

- Answered questions posed by the Zoning Administrator regarding an interpretation of the

[July & August, 2019 Staff Progress Report]

Township's zoning ordinance.

- Attended a meeting with the Planning Commission Chair and Zoning Administrator regarding a major update to the Township's zoning ordinance. A proposal will be submitted to the Township by September 10th.

Jackson County

All Municipalities. Staff provided the following service(s):

- Expanded the historic municipal decennial census population total summaries for the county to include population estimates provided by the Michigan Department of Transportation (MDOT) and Regional Economic Models, Inc. (REMI) [a R2PC funded activity].
- Obtained property assessment data for parcels in the county—and the other counties in the region—and created a regional existing land use database for the county [an EDA funded activity].

Blackman Township. Staff provided the following service(s):

- **Zoning Ordinance.** Responded a Zoning Administrator query regarding the use of multiple lots-of-record as a single site and the likely need for a new site plan for an expanded use.

Village of Brooklyn. Staff provided the following service(s):

- **Zoning Ordinance.** Submitted a proposal for an update to the Chapter 62 (Zoning) of the *Village of Brooklyn Municipal Code* to the Michigan Economic Development Corporation (MEDC) and the Village Manager. Attended the August 28th Planning Commission meeting to discuss the proposal which was recommended to the Village Council for approval.
- **Economic Development.** Continued to work with the Brooklyn Village Manager regarding possible EDA funding for the replacement of the Mill Street Bridge and a municipal sewer system lift station [an EDA funded activity].

Village of Grass Lake. Staff provided the following service(s):

- **Master Plan.** Transmitted demographic information and mapping to the Village Manager for use in the Village's master plan.

City of Jackson. Staff provided the following service(s):

- **Recreation Plan.** The General Public Survey for the *City of Jackson Recreation Plan* was finalized. A purpose statement and a link to the questionnaire on SurveyMonkey® were posted to the City's social media portals. As of 3:00 pm on August 28th, there were 364 responses to the survey.

County of Jackson. Staff provided the following service(s):

- **Jackson County Planning Commission (JCPC).** Facilitated the August 8th JCPC meeting and summarized the staff analysis and advisements concerning: (1) Maintenance of Animal standards in Napoleon Township's zoning ordinance, (2) a couple of proposed rezonings in Leoni Township, and (3) 'Light Industrial/Highway Commercial District (LI/HC)' regulations in Grass Lake Township's zoning ordinance. Cover letters and associated documentation, including meeting minutes, were subsequently sent to the townships regarding the recommendations made by the JCPC.

[July & August, 2019 Staff Progress Report]

- **Jackson County Master Plan.** Continued to make changes to the 'Community Description and Issue Identification' chapter of the *Jackson County Master Plan* (and associated mapping), based upon comments solicited from county officials and other stakeholders and new databases developed by Jackson County GIS.
- **Jackson County Recreation Plan.** Transmitted a full draft of the survey results to be included in the *Jackson County Recreation Plan* to Jackson County Parks staff. Was a guest on JTV's 'Bart Hawley Show' on August 2nd and spoke about developing nonmotorized and water trail systems in Jackson County.
- **Grand River Water Trails.** Participated in an August 29th tour of properties, located at the junction of the Grand and Portage rivers near Cooper Road (M-106), that would make an excellent site for canoe/kayak launches for the water trails designated for both watercourses.
- **Watkins Lake State Park Trail.** Participated in an August 22nd meeting with federal, state, county, and municipal officials regarding a proposed trail between the villages of Brooklyn and Manchester, via Watkins Lake State Park. Developed databases and maps of the proposed route in Jackson County, which follows an abandoned railroad right-of-way [a JACTS funded activity].
- **Jackson City + County Nonmotorized Plan.** Participated in the August 23rd Steering Committee meeting where consultants summarized preliminary recommendations regarding nonmotorized routes throughout Jackson County which will be presented at public workshops scheduled for early September. The R2PC is partnering with Jackson County and the City of Jackson in the development of the *Jackson City + County Nonmotorized Plan*, which will address transportation and recreational needs [a JACTS funded activity]. Also participated in biweekly conference calls with the consultant.

Leoni Township. Staff provided the following service(s):

- **Demographics.** Provided an engineering consultant with demographic projections for the Township and Jackson County through 2045.

Liberty Township. Staff provided the following service(s):

- **Zoning Ordinance.** Spoke with a property owner about the Township's zoning ordinance.

Village of Parma. Staff provided the following service(s):

- **Master Plan.** Provided the raw data and analysis regarding the survey, at the request of the Village Clerk. Attended the August 6th public hearing on the master plan.

Pulaski Township. Staff provided the following service(s):

- **Zoning Ordinance.** Discussed the administration of the zoning ordinance with a Township Treasurer as it relates to a proposed medical marihuana facility as well as potential ordinance amendments regarding the parking and manufactured homes/travel trailers.

Village of Springport. Staff provided the following service(s):

- **Master Plan.** Transmitted a full draft of the survey results to be included in the *Village of Springport Master Plan* to the Village's President and Manager [a MEDC funded activity].

[July & August, 2019 Staff Progress Report]

Lenawee County

All Municipalities. Staff provided the following service(s):

- Expanded the historic municipal decennial census population total summaries for the county to include population estimates provided by the Michigan Department of Transportation (MDOT) and Regional Economic Models, Inc. (REMI) [a R2PC funded activity].
- Obtained property assessment data for parcels in the county—and the other counties in the region—and created a regional existing land use database for the county [an EDA funded activity].
- Communicated with a researcher regarding R2PC staff's perspective on the need for affordable housing in Lenawee County from an economic development perspective [an EDA funded activity].
- Suggested that the proponents of the railroad in southeastern Lenawee County speak with the EDA about the potential for federal funding [an EDA funded activity].

Cambridge Township. Staff provided the following service(s):

- **Zoning Ordinance.** Provided examples of medical marihuana facility regulations to the Township Clerk, at his request.

Franklin Township. Staff provided the following service(s):

- **Zoning Ordinance.** Provided examples self-storage facility definitions to the Planning Commission Chair, at his request.

County of Lenawee. Staff provided the following service(s):

- **Lenawee County Planning Commission (LCPC).** Facilitated the August 15th meeting of the LCPC and summarized the staff analysis and advisements concerning: (1) a proposed rezoning in Adrian Township; (2) a proposed amendment to the Rollin Township Zoning Ordinance regarding 'Bed and Breakfasts'; and (3) nine applications for farmland and open space agreements in the townships of Cambridge (2), Palmyra, Madison, Ridgeway, Franklin (3), and Deerfield. Cover letters and associated documentation were subsequently sent to the townships regarding the recommendations made by the LCPC.
- **Recreation Plan.** Provided suggested changes and comments on proposed chapter updates to the *Lenawee County Recreation Plan* as well as pertinent updates to demographics appendix, per the request of the County.

Raisin Charter Township. Staff provided the following service(s):

- **Master Plan.** Prepared full drafts of Chapter 1 (Introduction) and Appendix A (Demographics) proposed for inclusion in the *Raisin Charter Township Master Plan*. Began work on Chapter 2 (Community Description and Issue Identification), making substantial progress on sections regarding location, history, and natural features, as well as associated mapping.



Serving Hillsdale, Jackson and Lenawee Counties

FY 2020 PLANNING WORK PROGRAM

October 1, 2019 through September 30, 2020

September, 2019

FY 2020
Region 2 Planning Commission
Planning Work Program

R2PC Staff

Steven M. Duke.....	Executive Director
Grant E. Bauman, AICP	Principal Planner
Tanya DeOliveira, AICP	Principal Planner
James Latham.....	Accountant
Jill Liogghio	Administrative Assistant
Susan Richardson	Senior Planner



Jackson County Tower Building
120 W. Michigan Avenue
Jackson, MI 49201

Purpose

A Planning Work Program (PWP) is an essential management tool for any organization. The Region 2 Planning Commission (R2PC) annually sets forth a work program within a framework of area-wide goals and objectives addressing regional issues. When staffing levels, overhead costs, and consultant needs are assigned, they can be evaluated to determine whether a sufficient effort is being directed toward planning activities to meet the objectives of the Commission. The R2PC Planning Work Program is developed to improve federal, state, and local understanding of planning activities, as well as the goals, policies, plans, and the concerns of the Commission. The Planning Work Program is referenced in Federal and State grant contracts. The work program also reduces contractual paperwork, eliminates duplication, and provides for joint funding of appropriate work activities.

The PWP provides a basis for ongoing management as well and is structured to control and account for personnel and other agency resources. The R2PC accounting system distributes labor from time sheets to work program activities and allocates costs to, and among, the various funding sources.

Finally, the PWP serves to coordinate planning activities among the numerous agencies and local units of government which participate in the R2PC. For example, substantial support for planning in the urban area transportation planning work program is provided by the City of Jackson Neighborhood & Economic Operations Department, the Jackson County Department of Transportation, and the Jackson Area Transportation Authority. The planning work program documents this local contribution.

Organizational Overview of the Planning Work Program (PWP)

The R2PC Planning Work Program reflects the planning responsibilities of the Commission. These responsibilities include area-wide planning for the three-county area of Hillsdale, Jackson, and Lenawee and various small multi-jurisdiction areas as well as local planning assistance to member units of government.

Area-wide urban transportation planning includes planning activities for the Jackson Area Comprehensive Transportation Study (JACTS). These planning activities are the responsibility of the R2PC in its designation as the metropolitan planning organization (MPO) for the Jackson urbanized area / Jackson County. Federal funds for these activities are provided through the Federal Highway Administration (FHWA). The required local cash match is provided by the City of Jackson Neighborhood & Economic Operations Department, the Jackson County Department of Transportation (JCDOT), and the Jackson Area Transportation Authority (JATA) for transportation planning services.

Area-wide regional transportation planning includes regional transportation planning activities outside of the Jackson urbanized area. These activities are funded through

Region 2 Planning Commission FY 2020 Planning Work Program

the Michigan Department of Transportation's Act 51 regional transportation planning program.

Area-wide economic development planning includes regional economic development planning activities in the three-county Region 2 Area which is a federally recognized Economic Development District (EDD). Funds for these activities are provided through the U.S. Economic Development Administration's (EDA's) Partnership Planning Program. A cash match is provided by the Region 2 Planning Commission.

Area-wide planning represents work program activities for the entire region as well as multiple units of local government. This includes all of the regional planning activities of the R2PC with the exception of transportation planning. Funding for these programs is provided by member units of local government via the one-third allocation of their membership dues. For example, the local match for area-wide economic development planning activities is provided by the R2PC fund balance.

Local planning assistance includes planning services provided to local units of government upon request. Funding is provided from local units of government through: (1) the remaining two-thirds of their R2PC membership dues, (2) direct billing for the cost of services provided in excess of membership fees, and (3) state and federal grants received by member units of government planning services.

The Regional Prosperity Initiative (RPI) grant funds, first awarded in FY 2014 through the Michigan Department of Technology, Management, and Budget, are used to investigate and implement opportunities for the coordination of services in the areas of economic development, adult and higher education, transportation, and workforce development within Prosperity Region 9 (Hillsdale, Jackson, Lenawee, Livingston, Monroe and Washtenaw counties). The grant program provides for the coordination of services in the areas of economic development, adult and higher education, transportation, and workforce development.

Indirect costs include the agency budget in the form of a Statement of Projected Direct and Indirect Costs.

Planning Work Program Fiscal Relationship

The PWP provides an estimate of revenues and expenditures for the activities of the R2PC. It also documents the value of the cash match contributed by other agencies. The work program is an integral part of the audit requirements of federal funding agencies. The Region 2 Planning Commission makes arrangements for the required financial and compliance audit, and the audit is conducted within prescribed audit requirements. For FY 2020, the annual audit is charged to the indirect cost allocation, unless otherwise directed by the cognizant agency, which is the Federal Highway Administration (FHWA).

Organizational Details of the Planning Work Program

Jackson Area Comprehensive Transportation Study (JACTS) – Please refer to the JACTS Unified Work Program (UWP).

Area-wide Regional Transportation Planning – Please refer to the Regional Transportation Planning Work Program.

Area-wide Economic Development Planning – The R2PC is recognized by the U.S. Economic Development Administration (EDA) as an Economic Development District (EDD). The main responsibility of the R2PC as an EDD is to facilitate the development of a five-year Comprehensive Economic Development Strategy (CEDS) document for the three-county area, which is then updated annually. The CEDS document is comprised of four main elements: a summary background of the economic situation and analysis of strengths, weaknesses, opportunities, and threats; a strategic direction and action plan; and a framework for evaluating the implementation of the document.

Local Planning Assistance – The Region 2 Planning Commission provides local planning assistance services to member units of government and their boards, commissions, and agencies. Listed below are services offered by the R2PC for the local municipalities:

■ ***Plan preparation assistance***

- Preparation of master plans (i.e., land use, master, and comprehensive),
- Preparation of various strategic plans (e.g., parks and recreation, hazard mitigation, solid waste plans, etc.), and
- Preparation of other miscellaneous studies;

■ ***Zoning ordinance assistance***

- Development of zoning ordinances,
- Review of rezoning proposals and text amendments,
- Review of requests for conditional/special uses, site plans, variances, and interpretations,
- Review of various airport zoning requests,
- Zoning ordinance administration assistance, and
- Provision of zoning ordinance information;

■ ***Geographic Information System (GIS) mapping services;***

■ ***Review of farmland and open space agreements;***

■ ***Capital improvement programming assistance; and***

■ ***Grant writing and assistance of grant applications.***

Region 2 Planning Commission FY 2020 Planning Work Program

Area-wide planning – Consists of various areas of activity by the Region 2 Planning Commission. The areas of assistance provided are as follows:

- **Demographics and economic data** – The R2PC collects, analyzes, and maintains population and economic data from the US Census and other sources. The information is used in local planning-related activities.
- **Federal project review** – The R2PC reviews certain federal grant applications for compliance with local plans. Units of government are provided the opportunity to comment on applications for funds through the federal project review system.
- **Model zoning ordinance** – The R2PC collects and prepares model ordinance language on various zoning issues. The information is used in local planning and zoning-related activities.
- **Natural resource information** – The R2PC collects data on natural resources within the region. The information is used in local planning-related activities.
- **Local assistance program** – The Region 2 Planning Commission promotes its programs and services and alerts local governments to important planning issues through its website, during meetings, and through various other means.

Jackson County Traffic Safety Program – The Region 2 Planning Commission has responsibilities in the following areas:

- The staff of the R2PC administers the Michigan's Office of Highway Safety Planning's (OHSP) enforcement grant program funds.

The Region 2 Planning Commission serves as the county-designated fiscal agency for these pass-through funds. Activities include requesting project proposals, selected the proposals to be funded, awarding grants for approved projects, and monitoring the programs. An agreement between the R2PC and the County of Jackson is in place to govern the program and its administration.

Regional Prosperity Initiative – The grant for Prosperity Region 9 provides a variety of civic and governmental agencies the opportunity to collaborate and build relationships among geographies that have not worked extensively previously; to establish a prosperity vision and 5-year strategy for how regional partners can work together to enhance economic prosperity in Region 9 (Hillsdale, Jackson, Lenawee, Livingston, Monroe, and Washtenaw counties); and finally, to work directly together on key projects that increase and enhance interagency cooperation. A consultant assists with facilitating and managing the grant implementation process. The Region 2 Planning Commission serves as the fiscal and administration agency for these funds, of which a majority is passed through to agencies participating in the 5-year economic strategy implementation.

Wages, Fringe Benefits and Indirect Costs

The above three components are an integral key in calculating the final indirect cost allocation rate. The wage base includes the hourly wage rate, and the cost of the following leave benefits:

- Jury duty, when called;
- Military leave, per State and Federal laws;
- Holidays, eleven paid holidays per year;
- Sick leave, accumulated at one day per month; and
- Vacation, accumulated at one day per month (three weeks after ten years of service).

The fringe benefits included in the fringe benefit cost allocation are:

- Medical Insurance (includes dental and vision);
- Life Insurance (capped at \$50,000.00)
- Worker's Compensation
- Pension and Retirement Health Savings Contributions (eligible staff must match)
- Social Security and Medicare tax (employer's liability)
- Unemployment Insurance
- Liability Insurance

The wage and fringe benefits cost should be directly charged to a program whenever possible. Indirect costs are those which benefit the entire Region 2 Planning Commission, and the expenses are not directly related to a specific planning project or local unit of government. Indirect costs include, but are not limited to:

- ***R2PC administration*** – Perform the general administrative activities of the R2PC in support of work program responsibilities.
- ***Fiscal management*** – Prepare for, assist during, and follow-up on an annual audit; continue to upgrade the accounting system; review time sheets and travel vouchers; monitor R2PC budgets; prepare monthly Treasurer's report; maintain a record of accounts and invoicing/statements to member units of government; review purchases; enter cash receipts; pay submitted bills; and maintain related activities.
- ***Personnel management*** – Conduct employee evaluations, recruit candidates to fill vacant positions, and other personnel matters.

Region 2 Planning Commission FY 2020 Planning Work Program

- **R2PC Full Commission and Executive Committee Meetings** – Prepare for, attend, and follow-up on Region 2 Planning Commission and Executive Committee meetings.
- **Staff Meetings** – Convene staff meetings and send/respond to communications as needed to review staff activities, discuss programs, and review products and projects.
- **Travel and training** – Travel and training costs associated with a specific project/activity are charged directly. Travel and training costs not associated with a specific project/activity are charged indirectly. Travel includes mileage reimbursements, registrations, lodging, meals, fuel, and related expenses. Training includes any conferences which may enhance the education of R2PC staff.
- **Supplies** – Office supplies and materials are generally charged indirectly. Supplies which cost substantial amounts of funding are charged directly when attributable to a particular project.
- **Contractual services** – Contractual services in support of projects are provided under third-party contracts (charged directly to projects where allowable).
- **Accounting and auditing** – The R2PC is audited annually by a Certified Public Accounting (CPA) firm. BS&A software is utilized to accurately account for funds. Accounting and audit expenses costs are charged to the indirect cost allocation base, unless otherwise directed by the FHWA.
- **Legal Services** – A designated attorney in private practice is consulted on a fee basis when legal advice is desired, as the R2PC does not engage in a substantial amount of legal work. Services are charged to the program activity receiving the benefit, or indirectly if the benefit does not accrue to a particular project.
- **Telephone** – Communication charges are distributed entirely on an indirect basis.
- **Postage and shipping** – Postage and shipping charges are charged indirectly, except when it is possible to charge the cost to a particular project.
- **Printing, binding, and copying** – Reproduction costs are generally charged indirectly. Substantial costs attributed to a specific project are directly charged.
- **Insurance** – Insurance (including general insurance and bond premiums) are charged indirectly.
- **Office rent** – The rent for the R2PC offices is charged indirectly.
- **Equipment leases** – Equipment leases are charged indirectly unless they only benefit a specific project.

Region 2 Planning Commission FY 2020 Planning Work Program

- ***Dues, subscriptions, and publications*** – The costs for agency dues, professional organization memberships for employees, technical publications, newspapers, and other periodicals are charged indirectly.
- ***Depreciation expense*** – Single equipment purchases over \$5,000 will be expensed in accordance with Governmental Accounting Standards Statement 34 (GASB 34). Purchases are generally made from fund equity, depreciated on an annual declining basis, with depreciation charged indirectly.
- ***Equipment*** – Equipment expenditures for smaller items are charged indirectly. Capital expenditures for large items are made independent of the operation budget, depreciated, and generally charged indirectly (see depreciation expense, above).

Since indirect costs are generated as part of the integrated budgetary/accounting system, they are never duplicated or included as part of direct costs. Where costs are distributed indirectly, the indirect cost is segregated by account, accumulated in a distributed cost account, and posted to projects in accordance with approved indirect cost rate application procedures. The cost allocation system is included in the Statement of Total Costs and is reflected in the budget summary following this Statement.

Region 2 Planning Commission FY 2020 Planning Work Program

REGION 2 PLANNING COMMISSION

Statement of Total Costs Simplified Allocation Method Provisional Rate FY 2020

Budget Category	Total Costs	Less: Direct Unallowable Costs	Indirect Costs	Modified Total Direct Costs
Salaries	\$ 273,880	\$ -	\$ 84,069	\$ 189,812
Fringe Benefits (37.07%)	111,964	\$ -	34,368	77,596
Total Personnel Costs	\$ 385,844	\$ -	\$ 118,437	\$ 267,408
Supplies	\$ 11,500	-	\$ 6,000	\$ 5,500
CPA services	6,500	-	\$ 6,500	-
Legal services	3,500	-	\$ 2,500	1,000
Computer services	3,000	-	\$ 1,000	2,000
Training	9,000	-	\$ 2,000	7,000
Contractual/consulting	413,816	\$ 373,816	\$ 40,000	-
Telephone	5,075	-	\$ 4,500	575
Postage/shipping	10,042	-	\$ 1,500	8,542
Travel	20,136	-	\$ 6,000	14,136
Advertising	3,620	-	\$ 1,000	2,620
Printing/copying	15,451	-	\$ 8,500	6,951
Insurance	7,000	-	\$ 7,000	-
Equipment repair and maintenance	2,736	-	\$ 1,000	1,736
Rent	38,000	-	\$ 38,000	-
Dues/ subscriptions/publications	8,138	-	\$ 3,500	4,638
Software licenses/fees	5,000	-	\$ 4,000	1,000
Postretirement Expense	-	-	\$ -	-
Miscellaneous expense	3,088	-	\$ 1,100	1,988
Total Non-Personnel Costs	\$ 565,602	\$ 373,816	\$ 134,100	\$ 57,686
TOTAL	\$ 951,446	\$ 373,816	\$ 252,537	\$ 325,094

Rate Calculation

Indirect Cost Rate Calculation

Indirect Costs	\$ 252,537
Total Direct Salaries & Benefits	\$ 267,408
Indirect Rate	94.44%

Region 2 Planning Commission

Region 2 Planning Commission FY 2020 Planning Work Program

FY 2020 Budgeted Revenue and Expenditures

Revenues:	Budget FY 2020	Total Revenues	Total Expenditures
Grants:			
Federal - FHWA	\$ 234,267	\$ 234,267	\$ 234,267
CEDS EDA Grant	70,000	35,000	70,000
Pass through funds - Office of Highway Safety Planning	30,000	30,000	30,000
Subtotal Federal Programs	\$ 334,267	\$ 299,267	\$ 334,267
Regional Prosperity Grant Administration	\$ 18,445	\$ 18,445	\$ 18,445
Pass through funds - Regional Prosperity Grant	221,555	221,555	221,555
MDOT - Rural Task Force	14,000	14,000	14,000
MDOT - Regional Transportation	31,000	31,000	31,000
MDOT - Asset Management	40,000	40,000	40,000
Subtotal State Programs	\$ 325,000	\$ 325,000	\$ 325,000
Local units of government - municipalities	\$ 79,605	\$ 79,605	-
Local units of government - counties	82,844	82,844	-
Local units of government - contracts	12,566	12,566	-
Additional R2PC Local Service Revenue	25,216	25,216	-
Area wide planning assistance/Other Agency Expenses	-	-	50,000
Local planning assistance	-	-	150,231
Subtotal R2PC Programs	\$ 200,231	\$ 200,231	\$ 200,231
Addition to Programs :			
Contracted Services -			
Local match - FHWA (JCDOT, JTA and City of Jackson)	\$ 51,948	\$ 51,948	\$ 51,948
Leoni DDA Administration Services	10,000	10,000	10,000
Pass through funds - Jackson Co. Traffic Safety Program	30,000	30,000	30,000
Subtotal - Contracted Services	\$ 91,948	\$ 91,948	\$ 91,948
Addition to (Use of) Fund Balance	\$ -	\$ 35,000	\$ -
FY 2020 Budgeted Revenues and Expenditures	\$ 951,446	\$ 951,446	\$ 951,446

Region 2 Planning Commission



MEMORANDUM

To: Region 2 Planning Commission
From: Tanya DeOliveira, Principal Planner
Date: September 4, 2019

Subject: Safe Routes to School – Program Introduction/Reminder

Staff recently attended a Safe Routes to School (SRTS) training with the intent of sharing updates and information on the statewide program. Also see the subsequent program flyer.

The SRTS grant program promotes walking and bicycling to school through infrastructure improvements, enforcement tools, safety education, and programmatic incentives. Program initiatives improve safety and levels of physical activity for students. Any school with at least one grade in the K-8 grade range, whether public, charter, tribal, or private, may apply. The collaborative process facilitates school improvements with a local group of stakeholders along with guidance from the Michigan Fitness Foundation and the Michigan Department of Transportation, to complete the projects that will:

- Enable and encourage students in grades K-8, including those with disabilities, to walk and bicycle to school;
- Make bicycling and walking to school a safer and more appealing transportation choice, thereby encouraging a healthy and active lifestyle from an early age;
- Facilitate the planning, development, and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution in the vicinity of elementary and middle schools

There are two types of grants available. **Mini grants** are a great way to ease into the program, and start building a culture of walking, biking, and rolling at your school. The grants allow schools to create programs that educate and encourage students to stay healthy and active, and to reduce traffic around schools. Up to \$5,000 per school is available, and up to \$25,000 per school district. **Major grants** require an in-depth, collaborative planning process with stakeholders in the local school and across the community. This must be completed before a grant application is submitted. Up to \$200,000 is available per school in infrastructure funds, and up to \$8,000 per school in programming non-infrastructure funds.

Local schools have been successful in engaging in this process and winning grants, including those in the City of Jackson and Jackson County.

If you're ready to get started or need more information, please feel free to contact me at 517.768.6703/517.745.9041 or the program website at <https://saferoutesmichigan.org/>.

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

What is Safe Routes to School?

A program to enable and encourage children in grades K-8, including those with disabilities, to walk and bicycle to school; to make bicycling and walking to school a safer and more appealing transportation choice. The program encourages a healthy and active lifestyle from an early age; and facilitates the planning, development, and implementation of projects and activities that will improve safety and reduce traffic, fuel consumption, and air pollution around elementary/middle schools.

This is done using the 6 E's: Education, Encouragement, Enforcement, Engineering, Equity, & Evaluation. The goal of Safe Routes to School is the development of a school-based plan that will increase the safety and number of students walking and biking to school. Schools collect data from students and parents through surveys and assess the built environment near the school through walking and biking safety assessments. They use this information to help guide the development of their action plan. **The basic steps in the process are:**

1. **Register the school** with the Michigan Fitness Foundation. Must be one grade K-8.
2. **Designate a SRTS coordinator.** The coordinator is encouraged to participate in a free SRTS Training.
3. **Establish a SRTS team.** The members of the team will vary from school to school, but should include: a school administrator; a representative from the local unit of government (city, village, or county road commission); teachers; students; parents; and a local law enforcement official/officer. Other potential team members include someone from the local planning department & local business leaders.
4. **Assess attitudes and behaviors** related to walking and biking to school. Schools will survey parents and students to assess their behavior, beliefs, and attitudes regarding walking and biking to school.
5. **Assess the safety of walking and/or biking routes.** School teams will assess the physical environment around the school and along routes traveled by students to identify barriers to safe walking and biking.
6. **Develop a SRTS Action Plan.** The SRTS team will review findings from the walking audit and information collected through student and parent surveys to develop recommendations to encourage and enable students to walk to school on safe routes. The Action Plan will address education, encouragement, enforcement, equity, and engineering needs.

Staff members at the Safe Routes to School office are here to help! Please **contact your Grant Coordinator** for hands-on assistance during the planning process.

What does the application process look like?

SRTS hosts a federal grant application, managed by MDOT. Once the school goes through the above mentioned process they work with their team to create the application. The application will focus on fundable eligible infrastructure and non-infrastructure priorities.

Communities can apply for up to \$200,000 for infrastructure and \$8,000 for non-infrastructure per school.

Please view our website www.saferoutesmichigan.org for more information

Region 2

Planning Commission

MEMORANDUM



To: Region 2 Planning Commission

From: Tanya DeOliveira, Principal Planner

Date: September 4, 2019

Subject: **Jackson City + County Non-Motorized Plan – September 2019 Outreach Meetings**

Work has continued on the Jackson City + County Non-Motorized Plan. Over the summer, the consultants, The Greenway Collaborative, have been working on developing the draft network of bicycle and pedestrian connections across the County and within the City. The meeting will provide opportunities to comment on, refine, and prioritize the preliminary plan and non-motorized network of trails, bikeways, etc.

Later this month, the consultants will be holding 10 outreach meetings to gather public and stakeholder input regarding the development of the non-motorized network and program for Jackson County and the City of Jackson. Please consider attending a meeting as well as inviting anyone else that may be interested in the project. Please see the included public meeting flyer.

For those unable to attend the meetings and would like to provide feedback on the project or want to learn more, please see the project website: <https://walkbike.info/jackson/>.

Please contact me with any questions at 517.768-6703/517.745.9041.

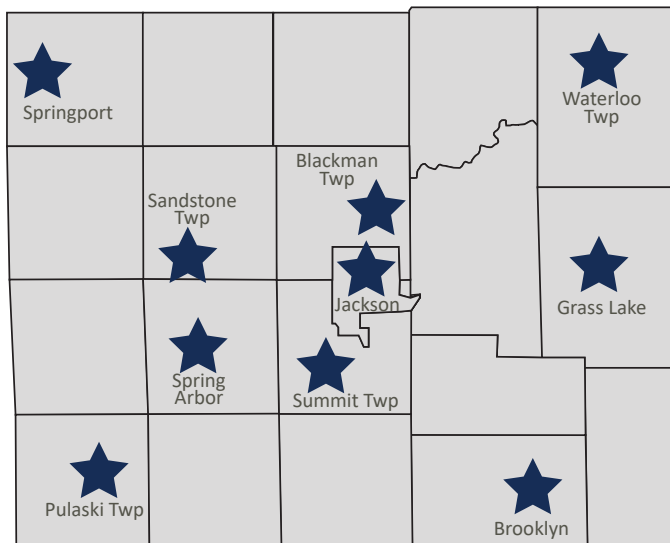
SEPTEMBER 9		SEPTEMBER 10		SEPTEMBER 11		SEPTEMBER 13		SEPTEMBER 16		SEPTEMBER 18	
MONDAY		TUESDAY		WEDNESDAY		FRIDAY		MONDAY		WEDNESDAY	
9:30 am - 11:30 am Blackman Twp Hall 1990 W. Parnall Rd Jackson, MI 49201		1:30 pm - 3:30 pm Columbia Twp Hall 8500 Jefferson Rd Brooklyn, MI 49230		2:00 pm - 4:00 pm Waterloo Twp Hall 9773 Mt Hope Rd Munith, MI 49259		2:00 pm - 4:00 pm Summit Twp Hall 2121 Ferguson Rd Jackson, MI 49203		9:30 am - 11:30 am Pulaski Twp Hall 12363 Folks Rd Hanover, MI 49241		1:30 pm - 3:30 pm Sandstone Twp Hall 7940 County Farm Rd Parma, MI 49269	
2:30 pm - 4:30 pm Springport Twp Hall 101 W Main St Springport, MI 49284		6:00 pm - 8:00 pm Whistle Stop Depot 210 E Michigan Ave Grass Lake, MI 49240		6:00 pm - 8:00 pm County Tower Building 120 W. Michigan Ave Jackson, MI 49201 5th Floor Commission Chambers				2:00 pm - 4:00 pm Poling Center at Spring Arbor University 133 Ogle Ave Spring Arbor, MI 49283			

Jackson City + County Nonmotorized Plan

Preliminary Plan Outreach Meetings

Please join us to provide your thoughts on the preliminary nonmotorized plan. The draft recommendations are based on the input we received in May from workshops, surveys, and online. Your input is critical and will help guide future investments.

Can't attend your local meeting? No problem, you can provide input for any place at any meeting. Online input options will be also be available starting September 9th.



Accommodations can be made for persons with disabilities and limited English-speaking ability. Please email tdeoliveira@mijackson.org or call 517.768.6703 to indicate needs. / La Comisión podrá hacer adaptaciones para las personas discapacitadas y para aquellos con capacidad de hablar inglés limitada.

Por favor, envíe un correo electrónico a tdeoliveira@mijackson.org o llame al 517.768.6703 para indicar sus necesidades.

**For more information visit
www.WalkBike.info/Jackson**



JACKSON
Founded 1829

SEPTEMBER 9

MONDAY

9:30 am - 11:30 am

Blackman Twp Hall

1990 W Parnall Rd
Jackson, MI 49201

2:30 pm - 4:30 pm

Springport Twp Hall

101 W Main St
Springport, MI 49284

SEPTEMBER 10

TUESDAY

1:30 pm - 3:30 pm

Columbia Twp Hall

8500 Jefferson Rd
Brooklyn, MI 49230

6:00 pm - 8:00 pm

Whistle Stop Depot

210 E Michigan Ave
Grass Lake, MI 49240

SEPTEMBER 11

WEDNESDAY

2:00 pm - 4:00 pm

Waterloo Twp Hall

9773 Mt Hope Rd
Munith, MI 49259

6:00 pm - 8:00 pm

County Tower Building

120 W. Michigan Ave
Jackson, MI 49201
5th Floor
Commission Chambers

SEPTEMBER 13

FRIDAY

2:00 pm - 4:00 pm

Summit Twp Hall

2121 Ferguson Rd
Jackson, MI 49203



SEPTEMBER 16

MONDAY

9:30 am - 11:30 am

Pulaski Twp Hall

12363 Folks Rd
Hanover, MI 49241

2:00 pm - 4:00 pm

Poling Center at

Spring Arbor University

133 Ogle Ave
Spring Arbor, MI 49283

SEPTEMBER 18

WEDNESDAY

1:30 pm - 3:30 pm

Sandstone Twp Hall

7940 County Farm Rd
Parma, MI 49269



Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

To: Region 2 Planning Commissioners
From: Grant E. Bauman
Principal Planner
Date: September 3, 2019
Subject: Nonmotorized and Water Trail Development in Jackson County

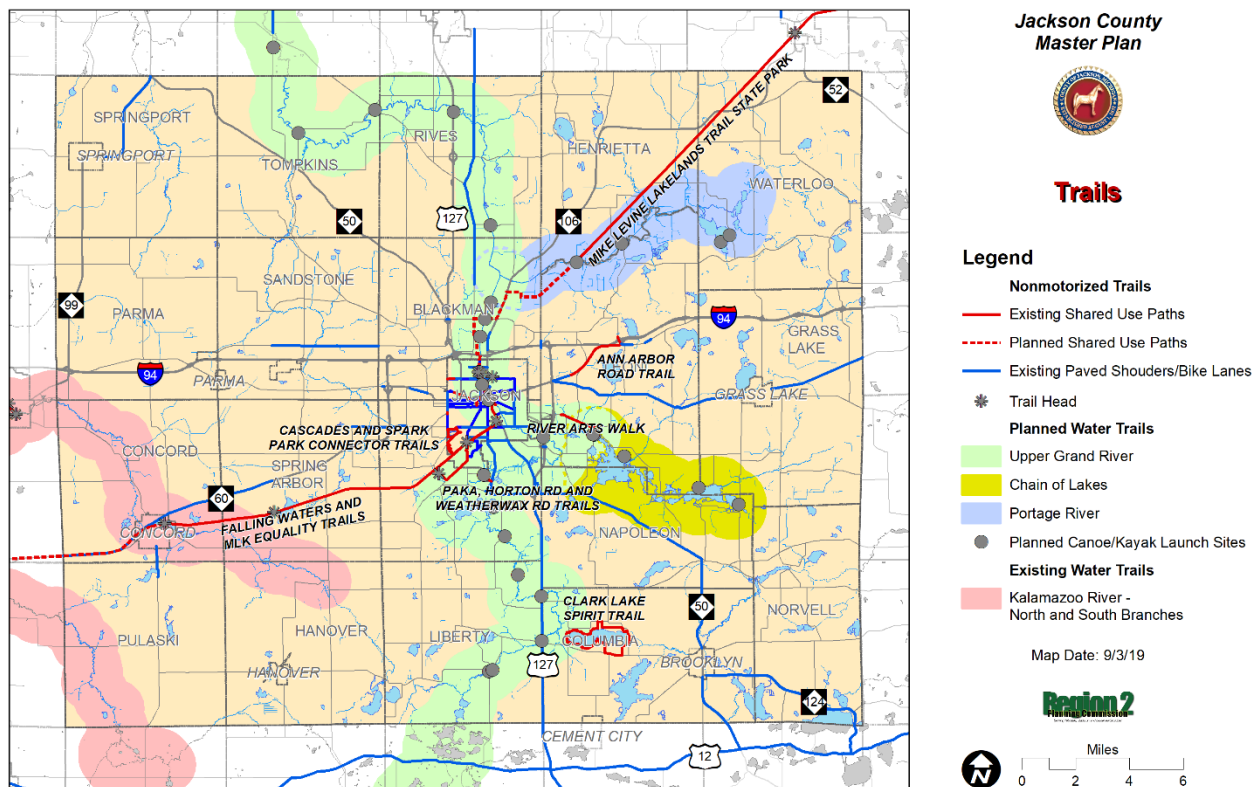
Staff is facilitating the updates of master and recreation plans for the County of Jackson. As part of those updates, a following 'Trails' map and accompanying texts have been developed for the Jackson County Master Plan:

Nonmotorized Trails. A regional nonmotorized trail is emerging in Jackson County. The Hiking Trail of the State of Michigan's *Iron Belle Trail* and *Route #1* of the *Great Lake-to-Lake Trails* are proposed to traverse the County from Munith in its northeast corner to Concord in its southwest corner, utilizing the same corridor. . . Major portions of the corridor are already completed, including the Martin Luther King Junior Equality Trail, which traverses the City of Jackson, and Jackson County Parks' Falling Waters Trail, which traverses the Townships of Summit, Spring Arbor, and Concord and the Village of Concord (see the Trails Map in Appendix C). The Mike Levine Lakelands Trail State Park extension, which will traverse the Townships of Waterloo, Henrietta, Leoni, and Blackman, is currently under development. Other trails also traverse portions of Jackson County. . .

Water Trails. Water trails are comprised of canoe/kayak launch sites connecting together signed stretches of river (and lakes) maintained for paddling. The *Upper Grand River Water Trail Development Plan*, adopted by the Upper Grand River Watershed Council in 2017, proposes several water trails in Jackson County (see the Trails map in Appendix C). The Upper Grand River Water Trail will flow from the Liberty Mill Pond (Liberty Township) to Eaton Rapids (Eaton County), as well as on the North Branch of the river from the unincorporated village of Michigan Center (Leoni Township) to the confluence with the main channel (City of Jackson). The Portage River Water Trail will flow from the Portage Lake Campground (Waterloo State Recreation Area (Waterloo Township)), to its confluence with the Grand River (Blackman Township). The Chain of Lakes Water Trail will flow from Little Wolf Lake County Park (Napoleon Township) to Leoni Community Park on the shore of Center Lake (unincorporated village of Michigan Center). Those trails were recognized as state-designated water trails by the Michigan Department of Natural Resources (MDNR) in 2018 and will be included in updates to the *Jackson County Recreation Plan* and likely other pertinent municipal recreation and master plans. Jackson County Parks plans to develop canoe/kayak launch sites in Little Wolf Lake County Park (Napoleon Township), on the Chain

of Lakes, and Vandercook Lake County Park (Summit Township), on the Grand River, in the near future. Please see the water trail development plan for a complete listing of the proposed canoe/kayak launch sites.

The Kalamazoo River Watershed Council has also designated portions of both branches of the Kalamazoo River as water trails (see the Trails Map in Appendix C). The water trail on the North Branch of the Kalamazoo River flows from the unincorporated village of Horton (Hanover Township) to the City of Albion (Calhoun County), where it joins with the South Branch to form the Kalamazoo River. The water trail on the South Branch has also been designated, flowing from Scipio Township (Hillsdale County) to the City of Albion. Although the River Raisin has not been designated as a water trail, the *Jackson County Recreation Plan* recognizes that canoeing and kayaking take place on that watercourse in Jackson County and its potential for water trail development.



Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

To: Region 2 Planning Commissioners and Local Governments Throughout the Region 2 Area

From: Grant E. Bauman
Principal Planner

Date: September 3, 2019

Subject: County-Based Tables of Municipal Decennial Census and Population Projections

Staff received two separate population projection requests from an engineering consultant for Leoni Township (Jackson County) and Cambridge Township (Lenawee County). Tables containing available population projections for all local governments in both counties were created and appended to the existing tables showing historical decennial census information in response to those requests. An additional table was also prepared for Hillsdale County.

The decennial census populations were gathered from the U.S. Census Bureau. Population projections created by the Michigan Department of Transportation (MDOT) for its statewide travel demand model—utilizing Regional Economic Models Inc. (REMI) forecasts developed by professional demographers— were utilized for the counties of Hillsdale and Lenawee. Population projections created by the Jackson Area Comprehensive Transportation Study (JACTS) and MDOT—utilizing REMI forecasts—for the JACTS travel demand model were utilized for Jackson County.

The historic data and projections are provided for use by local units of government throughout the Region 2 Area. Consultants for a community may utilize the estimates in order to determine the needed capacity for public infrastructure (e.g., water and wastewater (sewage) treatment plants, etc.). The historic data and projections are also used in the development of updates to municipal and county master plans, recreation plans, and other studies.

Hillsdale County

Decennial Census: 1930-2010

MCD ¹	1930	1940	1950	1960	1970	1980	1990	2000	2010
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Cities

Hillsdale	5,896	6,381	7,297	7,629	7,728	7,432	8,170	8,233	8,305
Jonesville	1,316	1,302	1,594	1,896	2,081	2,172	2,283	2,337	2,258
Litchfield ²	N/A	N/A	N/A	N/A	N/A	1,353	1,317	1,458	1,369
Reading	954	1,059	1,125	1,128	1,125	1,203	1,127	1,134	1,078

Villages

Allen ³	N/A	N/A	N/A	325	385	266	201	225	191
Camden ⁴	316	385	380	434	405	420	482	550	512
Jonesville	1,316	1,302	1,594	1,896	2,081	2,172	2,283	2,337	2,258
Litchfield ^{2,6}	634	717	882	993	1,167	N/A	N/A	N/A	N/A
Montgomery ⁴	277	313	397	362	404	408	388	386	342
North Adams ⁷	457	496	499	494	574	565	512	514	477
Waldron ⁸	397	424	427	454	564	570	581	590	538

Townships⁹

Adams	924	1,010	1,128	1,179	1,275	1,695	1,827	1,984	2,016
Allen	1,130	1,290	1,231	959	986	1,235	1,211	1,406	1,466
Amboy	807	774	755	728	844	936	978	1,224	1,173
Cambria	1,242	1,367	1,443	1,793	1,880	2,326	2,372	2,546	2,533
Camden	985	999	951	940	914	1,020	1,114	1,152	1,193
Fayette	455	493	545	750	852	943	907	1,013	1,068
Hillsdale	459	487	695	1,051	1,608	1,873	1,786	1,965	2,033
Jefferson	1,371	1,544	1,761	2,143	2,290	2,920	3,083	3,141	3,063
Litchfield	831	892	978	1,002	1,016	1,027	957	969	1,003
Moscow	788	902	973	1,094	1,093	1,396	1,353	1,445	1,470
Pittsford	1,355	1,304	1,447	1,486	1,548	1,550	1,595	1,600	1,603
Ransom	910	904	846	853	860	949	911	982	932
Reading	887	830	1,022	1,047	1,194	1,653	1,768	1,781	1,765
Scipio	709	746	859	1,069	1,173	1,352	1,479	1,822	1,884
Somerset	1,019	1,127	1,300	1,504	1,886	3,142	3,416	4,277	4,623
Wheatland	1,040	1,026	1,099	1,089	1,074	1,255	1,225	1,258	1,351
Woodbridge	919	1,013	1,010	1,041	1,026	1,115	1,160	1,337	1,325
Wright	1,339	1,307	1,272	1,299	1,219	1,295	1,228	1,198	1,117

Summaries

Cities	8,166	8,742	10,016	10,653	10,934	12,160	12,897	13,162	13,010
Villages	3,397	3,637	4,179	4,958	5,580	4,401	4,447	4,602	4,318
Townships	17,170	18,015	19,315	21,027	22,738	27,682	28,370	31,100	31,618
County	28,733	30,394	33,510	36,638	39,252	44,243	45,714	48,864	48,946

Key

- ¹ MCD (Minor Civil Division) = Cities, Villages, & Townships.
- ² The Village of Litchfield reincorporated as a City in the 1970s.
- ³ The Village of Allen was not incorporated until the 1950s.
- ⁴ The Villages of Camden and Montgomery are located in Camden Township.
- ⁵ The Village of Jonesville is located in Fayette Township.
- ⁶ The Village of Litchfield is located in Litchfield Township.
- ⁷ The Village of North Adams is located in Adams Township.
- ⁸ The Village of Waldron is located in Wright Township.
- ⁹ Township populations do not include Village residents.

Source

US Census Bureau, MI Center for Geographic Information, & Region 2 Planning Commission

5-Year Projections: 2015-2045

MCD	2015	2020	2025	2030	2035	2040	2045
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Cities

Hillsdale	8,163	8,205	8,262	8,291	8,288	8,237	8,125
Jonesville	2,220	2,216	2,216	2,208	2,191	2,162	2,117
Litchfield	1,347	1,339	1,333	1,322	1,305	1,282	1,249
Reading	1,056	1,051	1,047	1,040	1,029	1,012	987

Villages

Allen [^]	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Camden [^]	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Jonesville ^{^"}	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Litchfield [^]	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Montgomery [^]	N/A	N/A	N/A	N/A	N/A	N/A	N/A
North Adams [^]	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Waldron [^]	N/A	N/A	N/A	N/A	N/A	N/A	N/A

Townships

Adams†	2,454	2,463	2,476	2,481	2,476	2,457	2,420
Allen‡	1,630	1,641	1,654	1,662	1,664	1,656	1,635
Amboy	1,158	1,155	1,154	1,149	1,140	1,124	1,100
Cambria	2,488	2,495	2,506	2,509	2,502	2,480	2,441
Camden†	2,013	2,014	2,019	2,016	2,006	1,984	1,948
Fayette	1,054	1,068	1,084	1,097	1,105	1,107	1,101
Hillsdale	2,017	2,039	2,066	2,085	2,096	2,095	2,078
Jefferson	2,999	2,996	2,998	2,990	2,970	2,933	2,874
Litchfield	983	992	1,003	1,010	1,013	1,011	1,001
Moscow	1,444	1,453	1,465	1,472	1,474	1,467	1,449
Pittsford	1,575	1,581	1,590	1,594	1,591	1,580	1,556
Ransom	914	909	906	900	890	875	854
Reading	1,738	1,742	1,750	1,751	1,746	1,731	1,703
Scipio	1,842	1,857	1,877	1,889	1,894	1,889	1,869
Somerset	4,586	4,672	4,768	4,847	4,908	4,941	4,936
Wheatland	1,326	1,347	1,370	1,389	1,403	1,408	1,403
Woodbridge	1,300	1,302	1,307	1,308	1,303	1,291	1,269
Wright‡	1,634	1,621	1,611	1,595	1,572	1,541	1,499

Summaries

Cities	12,786	12,811	12,858	12,861	12,813	12,693	12,478
Villages [^]	N/A	N/A	N/A	N/A	N/A	N/A	N/A
Townships	33,155	33,347	33,604	33,744	33,753	33,570	33,136
County	45,941	46,158	46,462	46,605	46,566	46,263	45,614

Key

- [^] Not Calculated
- ["] No longer a Village
- † Includes North Adams village residents
- ‡ Includes Allen village residents
- † Includes Camden and Montgomery village residents
- ‡ Includes Waldron village residents

Source

MDOT's Statewide Transportation Demand Model

Jackson County

Decennial Census: 1930-2010

MCD ¹	1930	1940	1950	1960	1970	1980	1990	2000	2010
City									
Jackson	55,187	49,656	51,088	50,720	45,484	39,739	37,446	36,316	33,534
Villages									
Brooklyn ²	733	749	862	986	1,112	1,110	1,027	1,176	1,206
Cement City ^{2,3,4}	N/A	N/A	N/A	42	42	38	28	30	33
Concord ⁵	603	618	730	990	983	900	944	1,101	1,050
Grass Lake ⁶	804	810	878	1,037	1,061	962	903	1,082	1,173
Hanover ⁷	375	402	377	449	513	490	481	424	441
Parma ⁸	613	575	680	770	880	873	809	907	769
Springport ⁹	562	502	598	693	723	675	707	704	800
Townships¹⁰									
Blackman	7,583	10,401	12,903	16,060	16,997	19,741	20,492	22,800	24,051
Columbia	1,097	1,159	1,744	2,360	3,369	4,871	5,253	6,028	6,181
Concord	791	735	840	993	1,221	1,420	1,464	1,591	1,673
Grass Lake	855	937	1,233	1,661	1,909	2,723	2,871	3,504	4,511
Hanover	867	1,006	1,264	1,468	2,020	3,160	3,229	3,368	3,254
Henrietta	1,030	1,490	2,265	3,248	3,594	3,814	3,858	4,483	4,705
Leoni	4,794	5,918	8,468	11,430	13,953	14,259	13,435	13,459	13,807
Liberty	785	889	1,051	1,424	1,840	2,312	2,452	2,903	2,961
Napoleon	1,204	1,577	2,549	4,350	5,500	6,141	6,273	6,962	6,776
Norvell	636	748	804	1,176	1,788	2,418	2,657	2,922	2,963
Parma	765	876	1,034	1,341	1,764	2,435	2,267	2,445	2,504
Pulaski	725	769	596	1,214	1,396	1,725	1,816	1,931	2,075
Rives	1,198	1,146	1,529	2,017	2,708	4,081	4,026	4,725	4,683
Sandstone	939	1,133	1,378	1,723	2,237	2,707	2,715	3,145	3,437
Spring Arbor	1,073	1,257	1,874	3,631	5,650	6,868	6,939	7,577	8,267
Springport	650	774	873	1,084	1,156	1,324	1,383	1,478	1,359
Summit	6,754	7,177	10,215	18,101	21,754	22,113	21,130	21,534	22,508
Tompkins	877	896	1,168	1,388	1,832	2,152	2,321	2,758	2,671
Waterloo	804	908	924	1,638	1,788	2,444	2,830	3,069	2,856
Summaries									
City	55,187	49,656	51,088	50,720	45,484	39,739	37,446	36,316	33,534
Villages	3,690	3,656	4,125	4,967	5,314	5,048	4,899	5,424	5,472
Townships	33,427	39,796	52,712	76,307	92,476	106,708	107,411	116,682	121,242
Jackson County	92,304	93,108	107,925	131,994	143,274	151,495	149,756	158,422	160,248

Key

- ¹ MCD (Minor Civil Division) = Cities, Villages, & Townships.
- ² The Village of Brooklyn is located in Columbia Township.
- ³ The Village of Cement City was not incorporated until the 1950s.
- ⁴ The Village of Cement City is located in Columbia Twp & Woodstock Twp (Lenawee Co.).
- ⁵ The Village of Concord is located in Concord Township.
- ⁶ The Village of Grass Lake is located in Grass Lake Township.
- ⁷ The Village of Hanover is located in Hanover Township.
- ⁸ The Village of Parma is located in both Parma & Sandstone Townships.
- ⁹ The Village of Springport is located in Springport Township.
- ¹⁰ Township populations do not include Village residents.

Source

US Census Bureau, MI Center for Geographic Information, & Region 2 Planning Commission

~10- Year Projections: 2014-2045

MCD	2014	2025	2035	2045
City				
Jackson	33,309	32,492	31,862	30,509
Villages				
Brooklyn ²	1,249	1,270	1,296	1,291
Cement City [^]	N/A	N/A	N/A	N/A
Concord	1,036	1,052	1,074	1,070
Grass Lake	1,164	1,218	1,269	1,289
Hanover	453	464	476	479
Parma	769	791	816	822
Springport	807	806	807	791
Townships				
Blackman	23,615	24,058	24,635	24,647
Columbia	6,161	6,335	6,537	6,586
Concord	1,532	1,559	1,590	1,586
Grass Lake	4,487	4,695	4,889	4,966
Hanover	3,343	3,422	3,517	3,528
Henrietta	4,729	4,864	5,025	5,066
Leoni	13,762	13,981	14,269	14,225
Liberty	2,960	3,057	3,168	3,209
Napoleon	6,768	6,911	7,082	7,094
Norvell	2,945	2,986	3,037	3,019
Parma	2,502	2,580	2,671	2,700
Pulaski	2,131	2,144	2,167	2,143
Rives	4,648	4,721	4,821	4,803
Sandstone	3,434	3,530	3,639	3,664
Spring Arbor	8,202	8,381	8,623	8,665
Springport	1,372	1,369	1,371	1,343
Summit	22,859	23,824	24,392	24,402
Tompkins	2,696	2,733	2,767	2,800
Waterloo	2,963	2,971	2,996	2,953
Summaries				
City	33,309	32,492	31,862	30,509
Villages	5,478	5,601	5,738	5,742
Townships	121,109	124,121	127,196	127,399
Jackson County	159,896	162,214	164,796	163,650

Key

- [^] Not Calculated

Source

JACTS 2045 Travel Demand Model Demographic Data

Lenawee County

Decennial Census: 1930-2010

MCD ¹	1930	1940	1950	1960	1970	1980	1990	2000	2010
Cities									
Adrian	13,064	14,230	18,393	20,347	20,382	21,276	22,097	21,574	21,133
Hudson	2,361	2,426	2,773	2,546	2,618	2,545	2,580	2,499	2,307
Morenci	1,773	1,845	1,983	2,053	2,132	2,110	2,342	2,398	2,220
Tecumseh	2,456	2,921	4,020	7,045	7,120	7,320	7,462	8,574	8,521

Villages									
Addison ²	452	465	488	575	595	655	632	627	605
Blissfield ³	2,103	2,144	2,365	2,653	2,753	3,107	3,172	3,223	3,340
Britton ⁴	368	409	517	622	697	693	694	699	586
Cement City ^{5,6}	N/A	N/A	N/A	429	489	501	465	422	405
Clayton ⁷	372	375	467	470	505	396	384	326	344
Clinton ⁸	1,026	1,126	1,344	1,481	1,677	2,342	2,475	2,293	2,336
Deerfield ⁹	512	569	725	866	834	957	922	1,005	898
Onsted ¹⁰	375	414	486	526	555	670	801	813	917

Townships¹¹									
Adrian	1,759	2,728	2,600	3,341	3,725	4,522	4,336	5,749	6,035
Blissfield	725	715	803	805	722	637	677	692	641
Cambridge	695	794	1,081	1,617	2,092	3,130	3,628	4,486	4,816
Clinton	432	437	525	817	863	1,071	1,082	1,331	1,268
Deerfield	833	776	822	790	755	772	737	765	670
Dover	964	1,007	1,082	1,259	1,325	1,703	1,608	1,634	1,663
Fairfield	1,739	1,790	2,025	2,117	2,047	1,986	1,883	1,756	1,764
Franklin	1,108	1,107	1,499	1,813	1,768	2,463	2,473	2,939	3,174
Hudson	910	911	966	1,145	1,180	1,384	1,300	1,403	1,324
Macon	905	862	1,000	1,262	1,316	1,480	1,421	1,448	1,486
Madison	1,655	1,773	2,990	5,226	5,494	5,035	5,351	8,200	8,621
Medina	1,359	1,215	1,345	1,301	1,227	1,455	1,368	1,227	1,090
Ogden	1,399	1,372	1,249	1,305	1,211	1,224	1,146	1,063	973
Palmyra	1,551	1,652	1,767	2,418	2,424	2,476	2,602	2,366	2,076
Raisin	1,196	1,258	1,767	3,061	4,322	5,499	5,648	6,507	7,559
Ridgeway	936	897	953	983	1,059	1,053	878	881	956
Riga	1,781	1,607	1,646	1,863	1,675	1,671	1,471	1,439	1,406
Rollin	1,151	1,228	1,977	2,361	2,620	3,012	2,891	2,721	2,840
Rome	971	1,017	1,111	1,219	1,330	1,681	1,632	1,772	1,791
Seneca	1,170	1,185	1,262	1,297	1,337	1,377	1,289	1,303	1,230
Tecumseh	435	469	1,032	775	1,048	1,480	1,539	1,881	1,972
Woodstock	1,313	1,386	1,566	1,401	1,712	2,265	2,490	2,874	2,925

Summaries									
Cities	19,654	21,422	27,169	31,991	32,252	33,251	34,481	35,045	34,181
Villages	5,208	5,502	6,392	7,622	8,105	9,321	9,545	9,408	9,431
Townships	24,987	26,186	31,068	38,176	41,252	47,376	47,450	54,437	56,280
County	49,849	53,110	64,629	77,789	81,609	89,948	91,476	98,890	99,892

Key

- ¹ MCD (Minor Civil Division) = Cities, Villages, & Townships.
- ² The Village of Addison is located partially in Rollin and Woodstock Townships.
- ³ The Village of Blissfield is located in Palmyra Twp and Riga Twp as well as Blissfield Twp.
- ⁴ The Village of Britton is located in Ridgeway Township.
- ⁵ The Village of Cement City was not incorporated until the 1950s.
- ⁶ The Village is located partially in Woodstock Twp and Columbia Twp (Jackson Co).
- ⁷ The Village of Clayton is located in both Dover and Hudson Townships.
- ⁸ The Village of Clinton is located in Clinton Township.
- ⁹ The Village of Deerfield is located in Deerfield Township.
- ¹⁰ The Village of Onsted is located in Cambridge Township.
- ¹¹ Township populations do not include Village residents.

Source

US Census Bureau, MI Center for Geographic Information, & Region 2 Planning Commission

5-Year Projections: 2015-2045

MCD	2015	2020	2025	2030	2035	2040	2045
Cities							
Adrian	20,691	20,636	20,726	20,727	20,616	20,373	19,994
Hudson	2,241	2,211	2,197	2,173	2,137	2,088	2,025
Morenci	2,187	2,164	2,156	2,138	2,109	2,066	2,010
Tecumseh	8,372	8,374	8,436	8,462	8,442	8,368	8,236

Villages							
Addison	^	^	^	^	^	^	^
Blissfield	3,255	3,274	3,317	3,346	3,357	3,346	3,312
Britton	^	^	^	^	^	^	^
Cement City	^	^	^	^	^	^	^
Clayton	^	^	^	^	^	^	^
Clinton	2,272	2,278	2,300	2,313	2,313	2,299	2,268
Deerfield	^	^	^	^	^	^	^
Onsted	^	^	^	^	^	^	^

Townships							
Adrian	6,260	6,380	6,547	6,688	6,794	6,855	6,868
Blissfield	615	606	601	594	583	569	551
Cambridge†	5,659	5,748	5,878	5,985	6,060	6,096	6,089
Clinton	1,254	1,247	1,249	1,245	1,235	1,217	1,190
Deerfield‡	1,533	1,505	1,487	1,463	1,430	1,388	1,338
Dover¶	1,796	1,805	1,827	1,842	1,846	1,839	1,819
Fairfield	1,724	1,726	1,740	1,747	1,745	1,731	1,705
Franklin	3,176	3,232	3,313	3,380	3,429	3,456	3,458
Hudson¶	1,492	1,485	1,488	1,485	1,474	1,453	1,423
Macon	1,462	1,471	1,490	1,503	1,507	1,503	1,487
Madison	8,468	8,551	8,696	8,804	8,865	8,870	8,812
Medina	1,081	1,064	1,054	1,040	1,019	993	960
Ogden	954	942	936	926	910	889	863
Palmyra	2,022	1,981	1,954	1,917	1,870	1,811	1,741
Raisin	7,576	7,817	8,118	8,388	8,613	8,783	8,887
Ridgeway¶	1,502	1,496	1,500	1,498	1,488	1,468	1,439
Riga	1,363	1,357	1,360	1,357	1,347	1,328	1,301
Rollin [¶]	3,249	3,275	3,325	3,361	3,379	3,376	3,349
Rome	1,760	1,765	1,783	1,794	1,795	1,784	1,761
Seneca	1,192	1,180	1,176	1,167	1,152	1,129	1,099
Tecumseh	1,968	1,992	2,030	2,060	2,078	2,084	2,075
Woodstock‡	3,448	3,459	3,495	3,516	3,519	3,498	3,454

Summaries							
Cities	33,491	33,385	33,515	33,500	33,304	32,895	32,265
Villages	5,527	5,552	5,617	5,659	5,670	5,645	5,580
Townships	59,554	60,084	61,047	61,760	62,138	62,120	61,669
County	98,572	99,021	100,179	100,919	101,112	100,660	99,514

Key

- ^ Not Calculated
- † Includes Onsted village residents
- ‡ Includes Deerfield village residents
- ¶ Includes a portion of Clayton village residents
- ¶ Includes Britton village residents
- [¶] Includes a portion of Addison village residents
- ‡ Includes portions of Addison and Cement City village residents

Source

MDOT's Statewide Transportation Demand Model

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

To: Region 2 Planning Commissioners

From: Grant E. Bauman
Principal Planner

Date: August 29, 2019

Subject: Existing Land Use in the Region 2 Area

Goal #2 of the 2017-2021 edition of the *Region 2 Planning Commission Comprehensive Economic Development Strategy* (CEDS) is:

- ***Provide opportunities to support globally competitive business environment strategies***

Strategy C, designed to accomplish the goal, is:

- ***Identify and map unique cultural and Regional recreational resources which add to quality of life and placemaking, thereby aiding economic development, including, but not limited to, arts and cultural institutions, agriculture, parks, trails, and other recreation facilities, and natural resources***

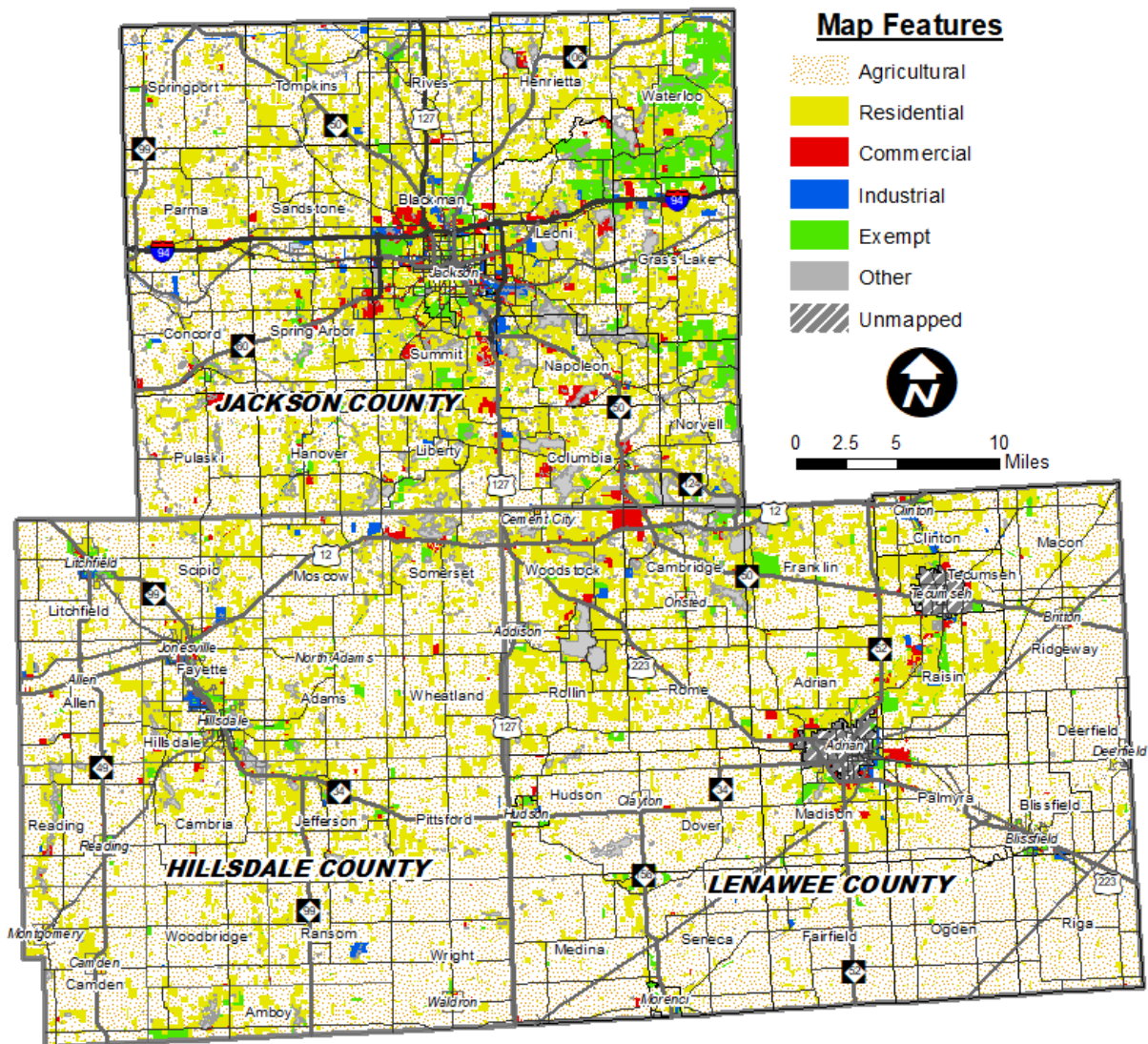
And Action #3, designed to fulfill the strategy, is:

- ***The mapping of cultural and recreational resources***

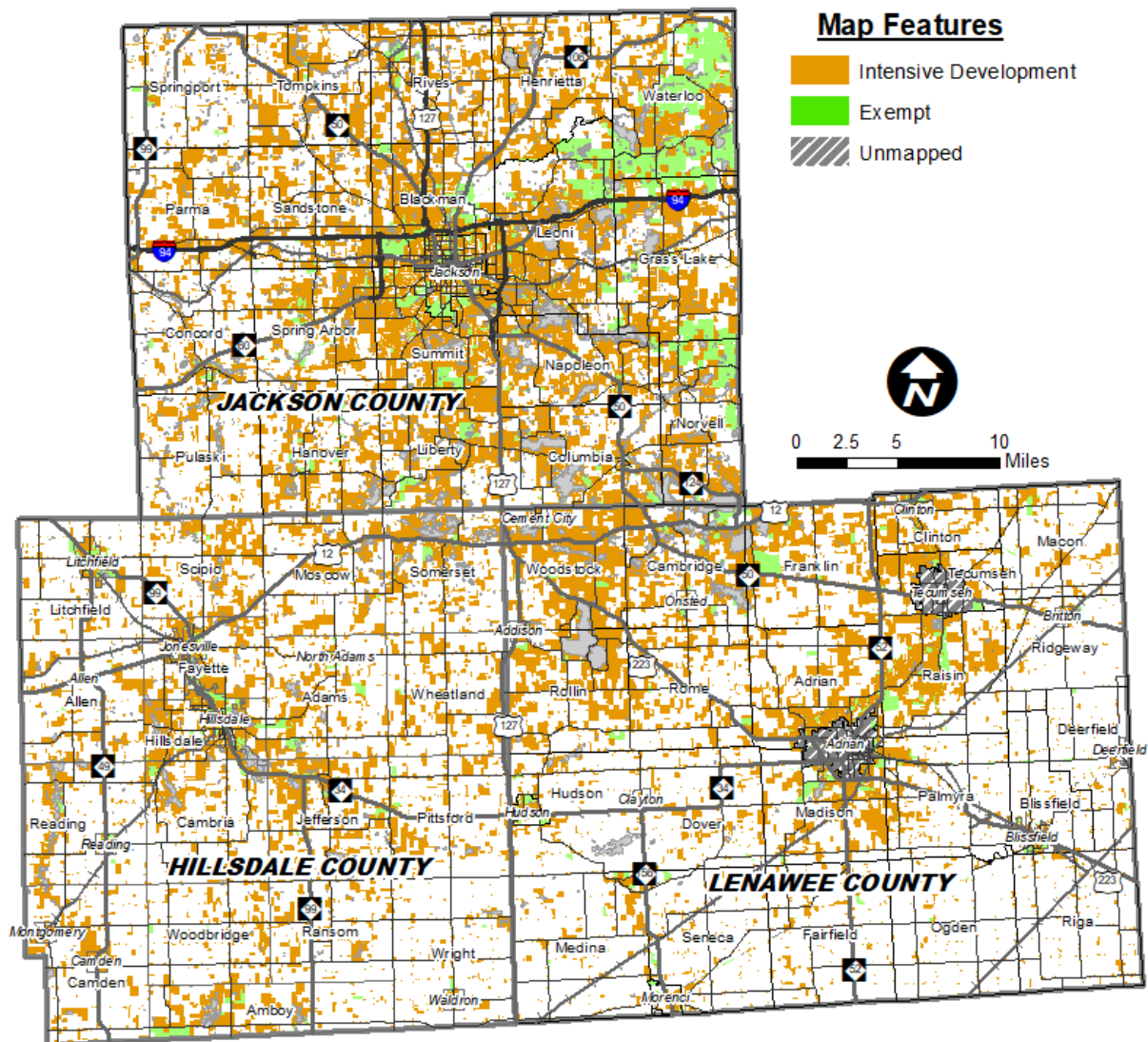
A first step in identifying cultural and recreational resources is to map existing land use patterns utilizing property assessment categories (i.e., use types). Most cultural and recreational resources have an exempt status, making them easier to identify.

The property assessment data can also be utilized by counties and municipalities as they create economical and up-to-date existing land use maps for inclusion in master plans. The remainder of this memo contains a series of existing land use maps appropriate for the 3-county region. The GIS databases can also be utilized to develop similar maps for any municipality or county in the Region 2 area for use in the development of master plans, recreation plans, and other studies.

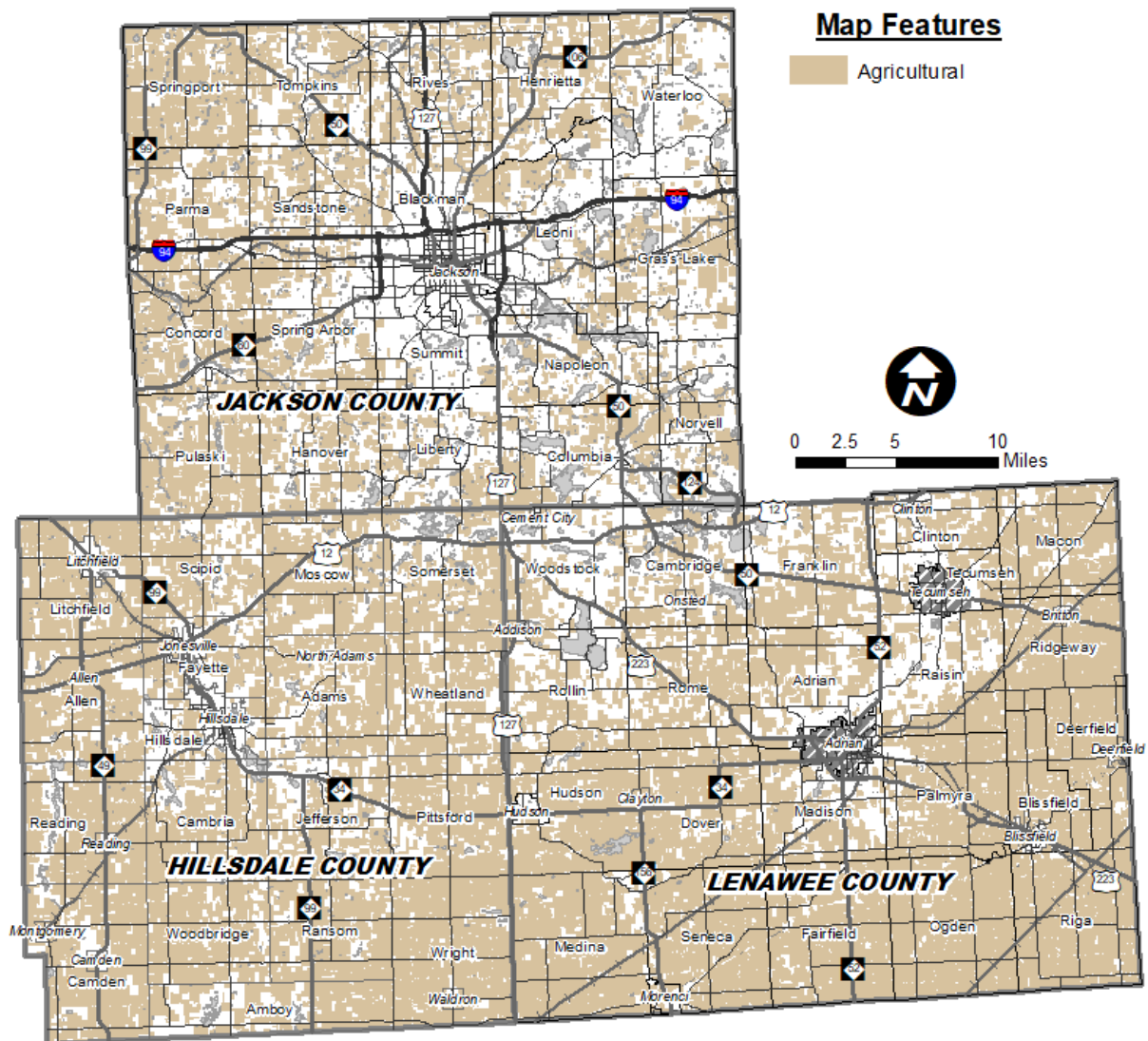
Property Assessment | All Property Classes



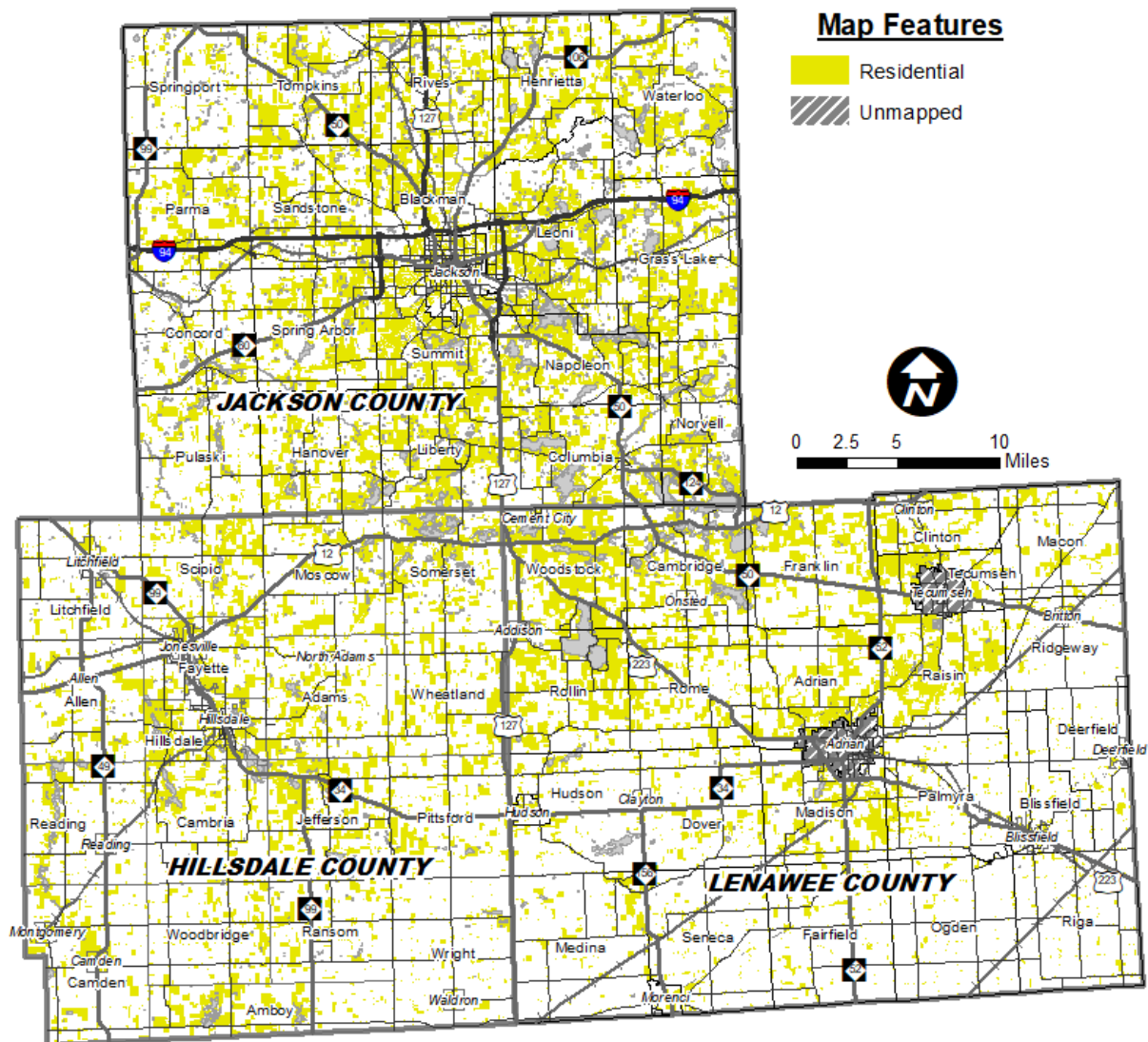
Property Assessment | Intensive Development and Exempt



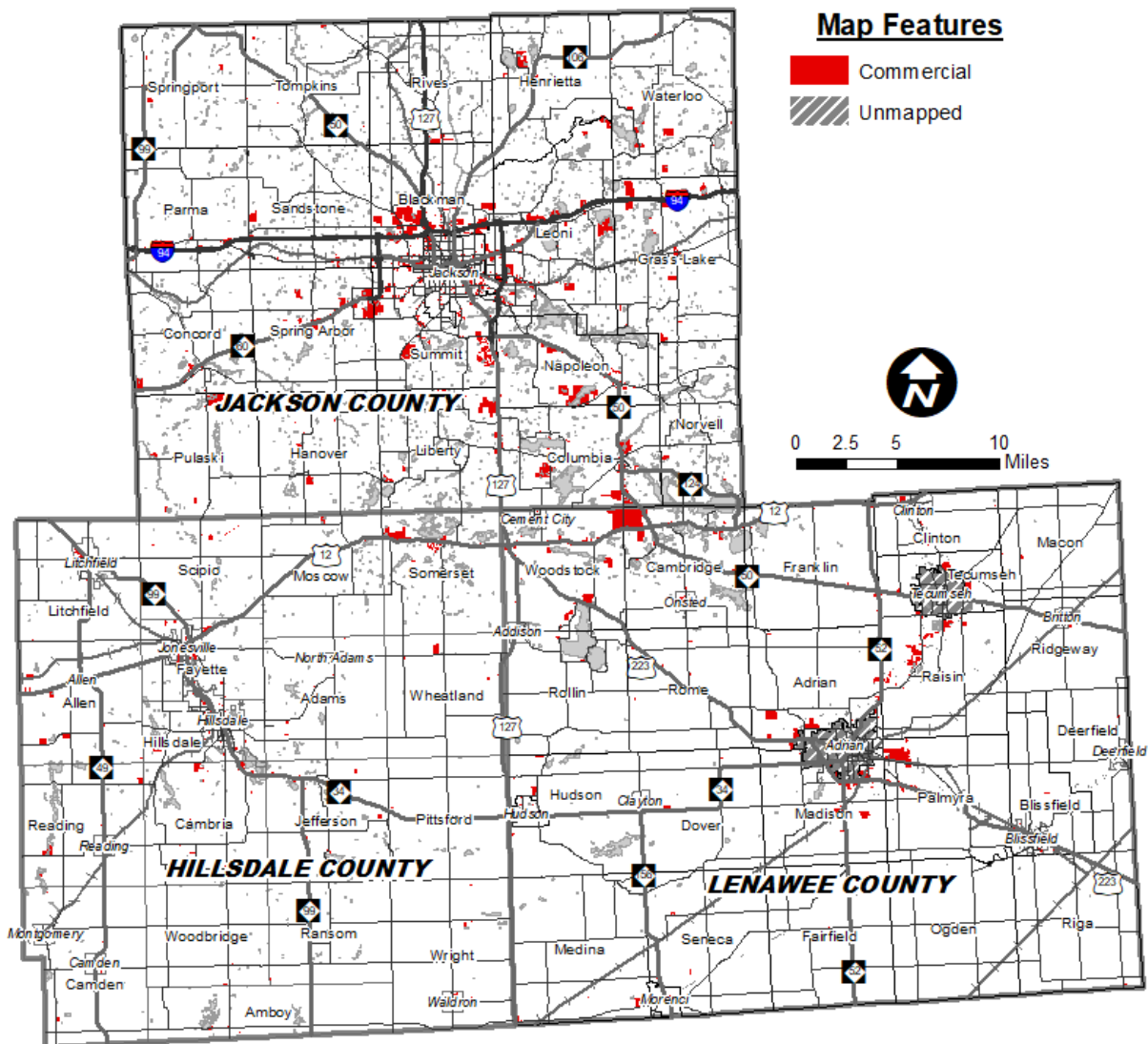
Property Assessment | Agriculture



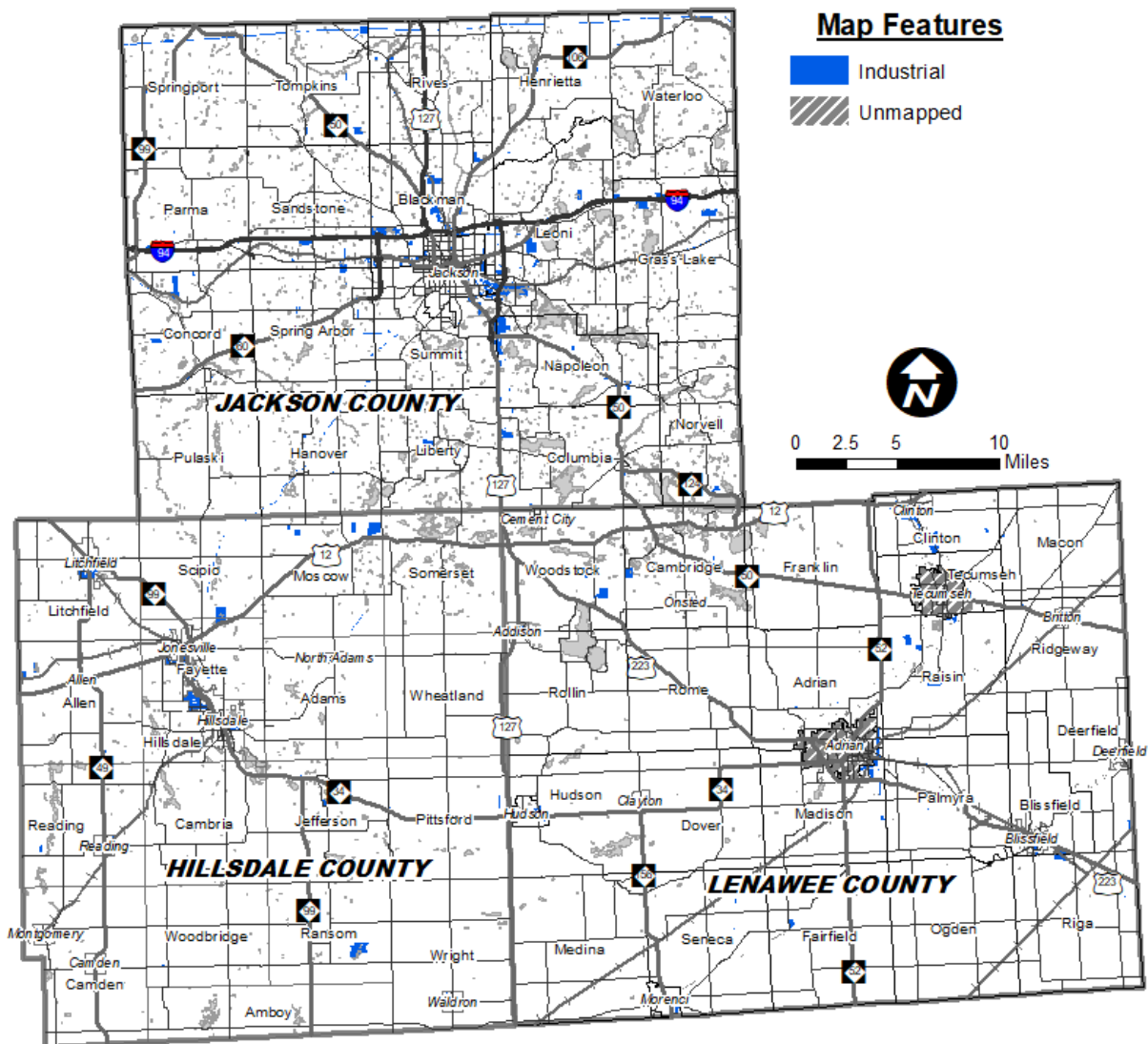
Property Assessment | Residential



Property Assessment | Commercial



Property Assessment | Industrial



Property Assessment | Exempt

