

AGENDA

REGION 2 PLANNING COMMISSION

Executive Committee

FOR FURTHER INFORMATION, CONTACT:

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

DATE: Thursday, August 12, 2021

TIME: 2:00 P.M.

WHERE:

**Hillsdale City Hall
97 N. Broad Street
Hillsdale, MI 49242**

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 Agenda – **ACTION**
4. Public Comment
5. Approval of Minutes of the June 10, 2021 Executive Committee Meeting
(see enclosure) – **ACTION** **2**
6. Receipt of Treasurer's Report of July 31, 2021 (see enclosure) – **ACTION** **6**
7. Approval of the August 12, 2021 Submitted Bills (see enclosure) – **ACTION** **10**
8. Staff Progress Report for July, 2021 (see enclosure) – **DISCUSSION** **11**
9. Hillsdale Economic Development Partnership Update, Sue Smith – **PRESENTATION**
10. Approval of Amendments to the JACTS FY 2020-2023 Transportation
Improvement Program (TIP) (see enclosure) – **ACTION** **16**
 - Jackson Area Transportation Authority
 - Michigan Department of Transportation
11. Other Business
 - FY 22 Annual Dinner – Country Club of Jackson, Thursday, November 4, 2021
 - 2021 R2PC Meeting Calendar and Locations (see enclosure) **21**
12. Public Comment/Commissioner Comments
13. 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

MINUTES

Region 2 Planning Commission – Executive Committee

**** ZOOM MEETING ****

Thursday, June 10, 2021

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

Executive Committee Members:

| | | |
|----------|----------------|-------------|
| ✓ Bair | Grabert | ✓ Terry |
| ✓ Beeker | Greene | ✓ Tillotson |
| ✓ Drake | ✓ Guetschow | ✓ Witt |
| Driskill | ✓ Jancek | Wittenbach |
| Duckham | Kubish | |
| ✓ Elwell | Overton | |
| ✓ Gaede | Sigers | |
| Gould | ✓ Swartzlander | |

Key: ✓ = present

Other Commissioners Present: Goetz, Herlein, Southworth

Others Present: Chad Cumberworth, JATA; Mike Davis, MDOT; Janie Grahl, Village of Parma; Joanne Havican, Parma Township; Shane LaPorte, City of Jackson; Alex Masten, The Enterprise Group

Staff Present: Bauman, DeOliveira, Duke, Hurt, Liogghio

- II. **Approval of the Agenda** – A motion was made by Comm. Elwell, supported by Comm. Bair, to approve the June 10, 2021 Executive Committee agenda as presented. The motion carried unanimously.
- III. **Public Comment** – Chair Terry announced the first opportunity for public comment. No public comments were received.

- IV. **Receipt of the Treasurer's Report of May 31, 2021** – A motion was made by Comm. Elwell, supported by Comm. Bair, to approve receipt of the Treasurer's Report for May 31, 2021. The motion carried unanimously.
- V. **Approval of the June 10, 2021 Submitted Bills** – A motion was made by Comm. Bair, supported by Comm. Jancek, to approve payment of the June 10, 2021, submitted bills as presented. The motion carried unanimously.
- VI. **Staff Progress Report for May, 2021** – The R2PC staff each reported on their planning activities for the month of May, 2021.
- VII. **Approval of Amendments to the JACTS FY 2020-2023 Transportation Improvement Program (TIP)** – The following amendments to the JACTS FY 2020-2023 Transportation Improvement Program (TIP) were submitted for review and approval.

Mr. Purvis reported that JATA was requesting the following amendments to the JACTS FY 2020-2023 Transportation Improvement Program (TIP):

| FY | Name | Limits | Primary Work Type | Description | Funds & Source |
|------|---------------------------------|-------------|----------------------------------|---|---|
| 2021 | 5307 – CTF Urbanized Formula | County-wide | Operating | Operating Assistance | \$1,315,859 – Federal \$1,315,859 – Local \$2,631,718 – Total |
| 2021 | 5339 – CTF Bus & Bus Facilities | County-wide | 5339 – CTF Bus & Bus Facilities | Renovations of the restrooms at the Administrative Facilities | \$119,425 – Federal (5307) \$29,856 – State (CTF) \$149,281 – Total |
| 2022 | 5307 – Urbanized Formula | County-wide | 5307 – Urbanized Formula | Operating Assistance | \$1,300,000 – Federal \$1,300,000 – Local \$2,600,000 – Total |
| 2022 | 5311 – CTF Non Urban Formula | County-wide | Operating Assistance | CTF Non Urban Formula | \$57,480 – Federal \$57,480 – State (CTF) \$114,960 – Total |
| 2022 | 5339 – CTF Bus & Bus Facilities | Statewide | 5339 – CTF Bus & Bus Facilities | Maintenance Equipment | \$72,000 – Federal \$18,000 – State (CTF) \$90,000 – Total |
| 2022 | 5339 – CTF Bus & Bus Facilities | Statewide | 5339 – CTF Bus & Bus Facilities | Facility Improvements | \$56,000 – Federal \$14,000 – State (CTF) \$70,000 – Total |
| 2022 | STP | County-wide | Van Purchase & Vehicle Equipment | Van Purchase & Vehicle Equipment | \$100,000 – Federal \$25,000 – State (CTF) \$125,000 – Total |
| 2023 | 5339 – CTF Bus & Bus Facilities | Statewide | 5339 – CTF Bus & Bus Facilities | Facility Improvements | \$88,000 – Federal \$25,000 – State (CTF) \$110,000 – Total |

| | | | | | |
|------|---------------------------------|-----------|---------------------------------|-----------------------|--|
| 2023 | 5339 – CTF Bus & Bus Facilities | Statewide | 5339 – CTF Bus & Bus Facilities | Facility Improvements | \$48,000 – Federal \$12,000 – State (CTF) \$60,000 – Total |
|------|---------------------------------|-----------|---------------------------------|-----------------------|--|

Mr. Davis reported that MDOT was requesting the following amendments to the JACTS FY 2020-2023 Transportation Improvement Program (TIP):

| FY | Job number | Phase | Name | Limits | Length | Description | Funds & Source | Amendment Type |
|------|------------|-------|--------------------------|---|--------|---|---|----------------|
| 2021 | 211618 | NI | Norfolk Southern Railway | Michigan Line, Albion to Jackson | 20.36 | Tie and Surface Program | \$4,589,354 - Fed (SOGR) \$0 - State \$4,589,354 - Total | Phase Add |
| 2021 | 207299 | PE | Region-wide | All of Region2 MPO | 2.04 | Longitudinal pavement marking application on University Region trunklines | \$2,592 - Fed (HSIP) \$288 - State \$20,000 - Total | Phase Abandon |
| 2022 | 200802 | CON | M-106 | Parnall Rd/M-106 intersection to Portage River Bridge, west of Hawkins Rd | 0 | New Non-Motorized Trail (Mike Levine Lakelands Trail Extension) | \$1,800,882 - Fed (NRT, TA) \$0 - State \$2,400,856 - Total | Phase Add |
| 2023 | 209381 | CON | US-127 S | US-127 from I-96 to I-94 | 11.06 | Freeway Signing Update | \$701,316 - Fed (NHG) \$0 - State \$701,316 Total | Phase Add |
| 2023 | 209481 | CON | US-127 S | US-127 from I-94 to M-50 | 6.76 | Freeway Signing Update | \$993,531 - Fed (NHG) \$0 - State \$993,531 - Total | Phase Add |

The motion was made by Comm. Elwell, supported by Comm. Bair, to approve the proposed Jackson Area Transportation Authority and MDOT amendments as presented. The motion carried unanimously.

- VIII. **Approval of the JACTS FY 2022 Unified Work Program** – Mr. Duke reported that staff has completed the JACTS FY 2022 Unified Work Program and budget. The primary focus areas that staff will be working on during FY 2022 include the ongoing maintenance of the FY 2020-2023 Transportation Improvement Program (TIP); the preparation of a new FY 2023-2026 TIP; initiate the process of updating the JACTS 2045 Long Range Transportation Plan to the horizon year of 2050; and the monitoring of performance measures and targets to gauge project effectiveness. Staff has programmed \$238,092 in Federal Highway Administration (FHWA) funds to complete the tasks in the UWP. The required local matching funds are provided by the City of Jackson, JCDOT, and JATA.

The motion was made by Comm. Jancek, supported by Comm. Bair, to approve the JACTS FY 2022 UWP and to authorize the Chair and Executive Director to sign the FY 2022 MDOT Project Agreement for receipt of the FHWA funds as described above. The motion carried unanimously.

- IX. **Other Business** – Mr. Duke reported that the R2PC had received notifications from Grass Lake Charter Township and Macon Township that they are both initiating the process to update their master plans.

Mr. Duke reported that MDOT employees plan to return in-person to their offices on July 12th. Therefore, in-person R2PC Full and Executive Committee meetings will also resume beginning in August, 2021.

Comm. Goetz asked Mr. Davis if MDOT could review visibility issues with the US-223/Horton Road intersection in Lenawee County.

- X. **Public Comment / Commissioners Comments** – No comments were received.
- XI. **Adjournment** – There being no further business, the meeting was adjourned by Chair Terry at 2:40 PM.

Chris Wittenbach
Secretary

REGION 2 PLANNING COMMISSION
Treasurer's Report - Monthly Summary
as of July 31, 2021

| | | | |
|--|----|--------------------|--------------------------|
| Checking Account Balance ending June 30, 2021 | | \$ | 568,650.21 |
| Deposit Summary: | | | |
| <i>July 2021 EFT Deposits</i> | | \$ | - |
| <i>July 2021 Bank Deposits</i> | | | 24,373.55 |
| <i>July 2021 Adjustments</i> | | | (737.02) |
| Total Deposits plus Bank Balance | | \$ | <u>592,286.74</u> |
| Expenses: | | | |
| <i>Submitted Expenses - July 2021 **</i> | \$ | (16,542.94) | |
| <i>Interim Expenses</i> | | - | |
| <i>Payroll/Related Expenses</i> | | (29,196.16) | |
| Subtotal of Expenses | \$ | <u>(45,739.10)</u> | \$ (45,739.10) |
| Balance Checking Account ending July 31, 2021 | | \$ | 546,547.64 |
| <i>Balance CD Investments ending July 31, 2021</i> | | \$ | <u>106,148.33</u> |
| Total Cash on Hand | | \$ | <u>652,695.97</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 July 31, 2021

| | | | |
|-----------|---|----|------------------|
| 7/31/2021 | EFT Deposits: | | |
| | None | \$ | - |
| | Subtotal - EFT Deposits | \$ | - |
| 7/31/2021 | Check Deposits: | | |
| | Jackson County Dept of Transportation - FY21 Unified Work Program | | 20,771.00 |
| | Macon Township - Planning Services through June | | 3,602.55 |
| | Subtotal - Check Deposits | \$ | 24,373.55 |
| 7/31/2021 | Adjustments to cash: | | |
| | Bank fees - July | \$ | (150.40) |
| | Paycor Fees - July | | (245.75) |
| | Credit Card Charges - Postage - July | | (148.00) |
| | Credit Card Charges - Applebees - meals | | (29.30) |
| | Credit Card Charges - Meijer - supplies | | (114.70) |
| | Credit Card Charges - Directr Office Buys - supplies | | (48.87) |
| | Subtotal - Adjustments to Cash | \$ | (737.02) |
| | Total Net Deposits | \$ | 23,636.53 |

REGION 2 PLANNING COMMISSION
INTERIM BILLING and PAYROLL EXPENSES
as of July 31, 2021

Interim Billing for July, 2021

| <u>Vendor</u> | <u>Description</u> | <u>Amount</u> | <u>Check #</u> |
|---|--------------------|---------------|----------------|
| -- | -- | \$ - | |
| Total Interim Billing for July, 2021 | | \$ - | |

Payroll & Travel Related Expenses:

| | | | |
|--------------------------|------------------------------|-----------|------------------|
| <i>Paid July 9, 2021</i> | <i>by Direct Deposit/EFT</i> | | |
| Paycor | Payroll Disbursement | \$ | 14,433.33 |
| T. DeOliveira | Travel Reimbursement | \$ | 34.10 |
| J. Hurt | Travel Reimbursement | \$ | 87.92 |
| | Total | \$ | 14,555.35 |

| | | | |
|---------------------------|------------------------------|-----------|------------------|
| <i>Paid July 23, 2021</i> | <i>by Direct Deposit/EFT</i> | | |
| Paycor | Payroll Disbursement | \$ | 14,483.23 |
| G. Bauman | Travel Reimbursement | \$ | 121.85 |
| S. Duke | Travel Reimbursement | \$ | 35.73 |
| | Total | \$ | 14,640.81 |

| | |
|--|---------------------|
| Total Payroll Expenses for July, 2021 | \$ 29,196.16 |
|--|---------------------|

**Region 2 Planning Commission
Outstanding Accounts Receivable
as of July 31, 2021**

| Municipality/Source | Date | Inv. No. | Amount |
|--|-----------|----------|----------|
| Hanover Township - planning services through June | 7/14/2021 | 3504 | 2,989.44 |
| Raisin Township - planning services through June | 7/14/2021 | 3502 | 4,113.74 |
| Grass Lake Charter Township - planning services through June | 7/14/2021 | 3500 | 2,114.42 |
| Somerset Township - planning services through June | 7/14/2021 | 8004 | 1,804.35 |

FY 2021 Balance as of July 31, 2021

\$ 11,021.95

REGION 2 PLANNING COMMISSION**Submitted Bills****August, 2021**

| Vendor | Description | Amount Due |
|---|--|---------------------|
| Allegra | R2PC Packet - July 2021 | \$ 287.12 |
| BS&A Software | Annual Service - AP/GL System | \$ 929.00 |
| Blue Cross/Blue Shield | Employee Health Ins. (Sept. 2021) | \$ 4,938.98 |
| Blue Cross/Blue Shield | Supplement F (Sept. 2021) | \$ 241.57 |
| Blue Cross/Blue Shield | Prescription Coverage (Sept. 2021) | \$ 109.30 |
| County of Jackson | Rent Expense for August 2021 | \$ 3,201.58 |
| County of Jackson | Phone / Accounting Expense - June 2021 | \$ 2,637.74 |
| County of Jackson | Postage - June 2021 | \$ 27.27 |
| ICMA Retirement Trust | ICMA 401 Contribution | \$ 2,478.57 |
| ICMA Retirement Trust | Quarterly Fee | \$ 250.00 |
| JTV | Website Maintenance | \$ 225.00 |
| Mlive | JACTS/RTF Advertising | \$ 561.96 |
| The Daily Telegram | Balance for Annual Subscription | \$ 90.25 |
| The Exponent | RTF Advertising | \$ 50.75 |
| The SBAM Plan | Group Life/AD&D (Aug.-Sept. 2021) | \$ 287.66 |
| The Tecumseh Herald | RTF Advertising | \$ 109.54 |
| The Water Store | Supplies - July 2021 | \$ 31.25 |
| Vantage Point Transfer Agents | ICMA RHS Contribution | \$ 291.53 |
| Total Submitted Billing - August, 2021 | | \$ 16,749.07 |

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

Staff Progress Report *July, 2021*

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):
 - Non-competitive EDD (Economic Development District) CARES (Coronavirus Aid, Relief, and Economic Security) Act supplemental grant award to address the economic consequences of the COVID-19 Pandemic. The \$351,183 award will fund the launching of an easy-to-use website that will serve as a resource for local businesses, the hiring of a disaster recovery coordinator, and the implementation of other CEDS goals.
 - Staff met with Hillsdale Economic Development Partnership and Lenawee Now on July 26 to coordinate identification of subject matter experts from their CARES Act grant to integrate with R2PC's CARES Act grant for a COVID recovery website.
 - Staff worked with MMTC on July 28 to populate the COVID recovery website with general COVID recovery web links and resources.
 - EDA grant award for R2PC EDD's FY 2021 Partnership Planning Assistance, which will be used to write the 2021-2025 edition of the Region 2 Economic Development District Comprehensive Economic Development Strategy (CEDS).
 - Staff facilitated the second 2021 CEDS Committee meeting on July 14 at Hillsdale City Hall.
 - Staff participated in EDA's American Recovery Plan Act (ARPA) webinar detailing the new funding programs available through ARPA on July 27.
 - Staff participated in EDA's Quarterly Economic Development District (EDD) conference call on July 28.
- **Downtown Development Authorities (DDAs).** Staff attended the monthly meetings of the City of Jackson.
 - Staff mailed the Leoni DDA Master Plan survey to all property owners in the DDA District and continued narrative development for the Leoni DDA Downtown Master Plan.
 - Staff assisted the Jackson DDA with an on-site inventory of all the graffiti located within the district's boundaries. The final report, including photos, will be delivered to the City for further action.

[July, 2021 Staff Progress Report]

R2PC Activities

- **R2PC Website.** Staff continued updating www.region2planning.com.
- **ARPA Workshop.** The R2PC will be hosting an informational workshop on Wednesday, October 13th (9 AM to Noon), sponsored by Michigan State University, regarding local government American Rescue Plan funding. The focus of the meeting will be to provide assistance in understanding the guidance, best practices, documentation of funds, and understanding federal procurement guidelines. The meeting will be held in the Jackson County Tower Building – 5th Floor Commission Chambers.

Regional Transportation Planning Hillsdale, Jackson, and Lenawee Counties

Program Management

- **Rural Task Force.** Staff submitted the Rural Task Force monthly progress report to MDOT and participated in the monthly conference call. The Full Rural Task Force met to formally approve the projects that will be receiving the COVID HIP Region 2 Rural Task Force funds. The Lenawee County Road Commission will be completing a one course asphalt overlay project on Burton Road with their funds. The Jackson County Department of Transportation will be using the funds for debt service for their funds. The Hillsdale County Road Commission will be completing a culvert replacement project on Camden Road just east of Gilbert Road with their funds.
- **Asset Management.** Staff participated in the monthly statewide conference call to learn about program updates and to provide an update on the PASER data collection plans for Jackson, Hillsdale, and Lenawee counties. The Transportation Asset Management Council (TAMC) is looking to extend PASER Funds from FY2021 through September 30, 2022.
- Staff is participating in conversations with state agencies, community officials, and Jackson and Calhoun County staff to consider possible non-motorized connections and routes between the Falling Waters Trail in Concord (Jackson County) to a selected community in Calhoun County.
- Staff attended the monthly Michigan Association of Regions (MAR) meeting via Zoom.

Metropolitan Area Transportation Planning Jackson Area Comprehensive Transportation Study

Program Management

- Staff attended the monthly Michigan Transportation Planning Association meeting.
- Staff attended the Local Transportation Advisory Council (LTAC) meeting.

[July, 2021 Staff Progress Report]

- **2050 LRTP.** Staff is working with local agencies and MDOT to review the data that will be used in the Travel Demand Model for the JACTS 2050 Long Range Transportation Plan. The Travel Demand Model uses total employment, total population, and total household data from base year 2018 to predict future deficiencies along major traffic corridors within the Jackson County transportation system. Staff completed an internal review of the total population and total household data in June. Township, Village, and City Officials were asked to review the information for their community via a memo, and provide any input, questions or edits to staff, by the end of July. The Enterprise Group in Jackson County was asked and provided minor updates to the employment data in June.
- Staff prepared for, and conducted, the July meetings of the JACTS Technical Advisory and Policy Committees.
- Staff attended the virtual Michigan Transportation Planning Association Annual Conference.

Technical Assistance

- Staff continues to provide administrative services for the Active Jackson Coalition and attend the monthly meeting.
- Staff continues to provide assistance to the group discussing a trail for the Watkins Lake State Park/Brooklyn area. The Steering Committee has begun meeting to begin work on the project.

Transportation Improvement Program (TIP)

- Amendments were incorporated into FY 2020-2023 TIP, and posted to the Region 2 Planning Commission website.
- Staff monitored and updated JobNet as necessary.

Jackson Traffic Safety Program

- Mandatory Impaired Driving and Seat Belt Enforcement period running from July 1, 2021-July 24, 2021.
- Staff started working on the FY 2022 OHSP Traffic Safety grant.
- Staff received confirmation from all 3 law enforcement agencies that participate in this grant that they would like to continue participating for FY 2022.

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).

[July, 2021 Staff Progress Report]

Hillsdale County

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

- **Master Plan.** Updated the City's Major Community Facilities map for inclusion in its Master Plan.

Jackson County

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

- **Master Plan.** Facilitated the June 28 portion of the Township Planning Commission meeting pertaining to the Master Plan. Created the first draft of the Goals and Objectives for the Master Plan and transmitted it to the Planning Commission Chair. Updated the Roadway Network map to be included in the Master Plan. Developed an FLUP study map to be used by the Planning Commission in the creation of the Future Land Use map for the Township.

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

- **County Planning Commission (JCPC).** Facilitated the July 8 JCPC meeting and summarized staff advisements regarding a proposed light industrial (ML) rezoning in Leoni Township, proposed recreational marihuana text amendments to the Pulaski Township Zoning Ordinance, and a proposed general commercial (C-2) rezoning in Summit Township. Provided the townships with the JCPC recommendations.
- **Master Plan.** The JCPC approved the draft Future Land Use Plan map.
- **Hazard Mitigation Plan.** Transmitted the draft Jackson County Hazard Mitigation Plan to the Michigan State Police for its review and comment.
- **Upper Grand River Watershed Alliance (UGRWA).** Attended the July 14 meetings of the UGRWA's MS4 Stormwater Committee and Trail Planning Committee. Participated in a July 29 teleconference regarding potential grant applications for nonpoint source pollution.
- **Jackson County Semi-Annual Report.** Staff presented its semi-annual report to the Public Safety and Transportation Committee of the Jackson County Board of Commissioners. The report summarizes all of the R2PC services provided on behalf of Jackson County for the first six months of 2021.

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

- **Master Plan.** Made updates to the various chapters/appendices of the Master Plan at the request of the Planning Commission.

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

- **Master Plan.** Updated the Future Land Use map and Master Plan text to include changes requested by the Planning Commission. Compiled a full draft of the Master Plan for review by the Village Council and release for public comment.

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

- **Master Plan.** Finalized changes to the community survey drafted for the Master Plan, based upon guidance received from the Planning Commission. Created the online version of the survey utilizing

[July, 2021 Staff Progress Report]

Survey Monkey. The Township posted the survey link on its website and promoted the survey.

Lenawee County

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

- **Master Plan.** Reviewed the current edition of the Township's Master Plan and provided the Planning Commission with comments/suggestions.

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

- **County Planning Commission (LCPC).** Facilitated the July 15 meeting and summarized staff advisements regarding proposed text amendments regarding building setback requirements and the temporary occupancy of motor homes/recreational travel trailers to the Rollin Township Zoning Ordinance. Provided the township with the LCPC recommendations.

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

- **Master Plan.** Facilitated the Master Plan portion of the July 21 meeting of the Planning Commission. Summarized the first draft of Chapter 2 (Community Description and Issue Identification) of the Master Plan to the Commission. Developed the first draft of the 2021 Community Survey with the Planning Commission.

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

- **Master Plan.** The Planning Commission adopted the 2021 edition of the Raisin Township Master Plan during its July 13 meeting (attended by staff). The Township Board also adopted the Master Plan on July 19.

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

- **Master Plan.** The Township decided to simply update the current edition of the Master Plan, identifying those sections needing revision. Staff provided the Planning Commission Chair with the initial draft of those updates.

Greater Irish Hills

Greater Irish Hills Intermunicipality Committee. Staff provided the following service(s):

- **Greater Irish Hills Recreation Plan.** Began the process of identifying all of the regionally significant recreation facilities located in the Greater Irish Hills.

| | |
|----------------|--|
| To: | Steve Duke |
| From: | Chad Cumberworth, Jackson Area Transportation Authority Government and Community Relations Manager |
| Date: | June 28, 2021 |
| Subject | Request for Amendment to 2020-2023 Transportation Improvement Program (TIP) |

1. The Jackson Area Transportation Authority (JATA) is requesting the Region 2 Planning Commission to approve a project change in the Transportation Improvement Program (TIP) project job number 207685. This project is for FY2021 Section 5307 – CTF Urbanized Formula (Operating). It is currently programmed in the TIP for \$1,300,000 (federal only). JATA would like to request a modification in the cost, if allowable, to \$1,315,859 for the Federal portion of the TIP. With a local match from the State of Michigan in CFT Funding for the amount of \$1,717,224 this would bring the Total Project Cost to \$3,033,083. This figure was attained from the federal apportionments letter received January 27, 2021. The table below shows the specific project information JATA would like to have modified.

Section 5307 – CTF Urbanized Formula

| Fiscal Year | Project Name | Limits | Primary Work Type | Project Description | Federal Cost | Federal Funding Source | State Cost | State Funding Source | Total Project Cost |
|--------------------|------------------------------|---------------|--------------------------|----------------------------|---------------------|-------------------------------|-------------------|-----------------------------|---------------------------|
| 2021 | 5307 – CTF Urbanized Formula | County Wide | Operating | Operating Assistance | \$1,315,859 | 5307 | \$1,717,224 | CTF | \$3,033,083 |

2. Additionally, JATA is requesting the Region 2 Planning Commission to approve a TIP amendment to add a new project. This project is for FY2021 Section 5307 1% of safety and security of the total Federal Section 5307 money which is \$1,315,958. JATA would like to request, if allowable, a new project to be added for 1% of federal funds equaling \$13,159 with a State match of \$3,290. Which bring the total for this TIP amendment to \$16,449. The table below shows the specific project information JATA would like added to the TIP.

Section 5339–Bus and Bus Facilities

| Fiscal Year | Project Name | Limits | Primary Work Type | Project Description | Federal Cost | Federal Funding Source | State Cost | State Funding Source | Total Project Cost |
|--------------------|------------------------------|---------------|--------------------------|--|---------------------|-------------------------------|-------------------|-----------------------------|---------------------------|
| 2021 | 5307 – CTF Urbanized Formula | County Wide | Operating | 1% safety and security from Section 5307 Federal Operating | \$13,159 | 5307 | \$3,290 | CTF | \$16,449 |

TRANSIT PROJECT DATA SHEET FOR TIP (TRANSPORTATION IMPROVEMENT PROGRAM)

INSTRUCTIONS: Submit completed form to the MPO and a copy to your OPT Project Manager for each project.

FILL OUT A SEPARATE FORM FOR OPERATING OR CAPITAL PER PHASE FINANCIAL CODE.

ALL ITEMS MUST BE COMPLETED

PROJECT REQUEST: ☐ CAPITAL ☒ OPERATING

JOB #:

207685

CHANGE TYPE

☐ FY ☒ COST ☐ SCOPE
☐ DELETE ☐ ABANDON

NEW PROJECT ☐ OR PROJECT CHANGE ☒

IF YES, INCLUDE JOB NUMBER
207685

FISCAL YEAR
FY 2021

COUNTY
Jackson

TRANSIT AGENCY - LEGAL NAME
Jackson Area Transportation Authority

AGENCY ADDRESS
2350 East High Street

CITY
Jackson

ZIP CODE
49203

JOB TYPE: MULTI-MODAL

MODE: TRANSIT

TEMPLATE: TRANSIT

BOUNDARIES: STATEWIDE

TRANSIT PROJECT DESCRIPTION

JOB PHASE: NON-INFRASTRUCTURE (NI)

PHASE FINANCIAL SYSTEM

5307 - CTF Urbanized Formula

DESCRIPTION OF OTHER FUNDING TYPE

| DESCRIPTION | FEDERAL | STATE | LOCAL | TOTAL | SCOPE |
|------------------------------------|-------------|-------------|-------|-------------|--|
| Operating <input type="checkbox"/> | \$1,315,859 | \$1,717,224 | | \$3,033,083 | 3000 - Operating Assistance <input type="checkbox"/> |

WORK DESCRIPTION

FY 2021, Section 5307 - CTF Urbanized Formula, Operating Assistance

Select an Item ☐ \$0 Select an Item ☐

WORK DESCRIPTION

Select an Item ☐ \$0 Select an Item ☐

WORK DESCRIPTION

Select an Item ☐ \$0 Select an Item ☐

WORK DESCRIPTION

Select an Item ☐ \$0 Select an Item ☐

WORK DESCRIPTION

GRAND TOTAL \$3,033,083

IF ADDITIONAL LINES ARE NEEDED PLEASE ATTACH A SEPARATE SHEET

FUNDS FLEXED TO FTA: ☐ Yes ☒ No

OPT PROJECT MANAGER NAME
Janet Arcucci

ATTACHMENTS: ☐ Yes ☒ No
CMAQ EMISSION FORMS REQUIRED

BUDGET

| | | | |
|-------------|-------------|----------------------------|--------------------|
| 1) FEDERAL: | \$1,315,859 | 3) LOCAL: | \$0 |
| 2) STATE: | \$1,717,224 | 4) Other (please specify): | |
| | | TOTAL: | \$3,033,083 |

SUBMITTED BY (Please print)

Chad Cumberworth

TITLE

Gov/Community Relations

DATE

06/28/21

SIGNATURE

PHONE NUMBER
(517) 780-3780

TRANSIT PROJECT DATA SHEET FOR TIP (TRANSPORTATION IMPROVEMENT PROGRAM)

INSTRUCTIONS: Submit completed form to the MPO and a copy to your OPT Project Manager for each project.

FILL OUT A SEPARATE FORM FOR OPERATING OR CAPITAL PER PHASE FINANCIAL CODE.

| | | | | | | |
|---|----------|-------------------|--|--|--|--|
| ALL ITEMS MUST BE COMPLETED | | | | | JOB #: | |
| PROJECT REQUEST: <input type="checkbox"/> CAPITAL <input checked="" type="checkbox"/> OPERATING | | | | | CHANGE TYPE | |
| NEW PROJECT <input checked="" type="checkbox"/> OR PROJECT CHANGE <input type="checkbox"/> | | | IF YES, INCLUDE JOB NUMBER | | <input type="checkbox"/> FY <input type="checkbox"/> COST <input type="checkbox"/> SCOPE <input type="checkbox"/> DELETE <input type="checkbox"/> ABANDON | |
| FISCAL YEAR FY 2021 | | COUNTY Jackson | | TRANSIT AGENCY - LEGAL NAME Jackson Area Transportation Authority | | |
| AGENCY ADDRESS 2350 East High Street | | | CITY Jackson | | ZIP CODE 49203 | |
| JOB TYPE: MULTI-MODAL MODE: TRANSIT | | | TEMPLATE: TRANSIT BOUNDARIES: STATEWIDE JOB PHASE: NON-INFRASTRUCTURE (NI) | | | |
| TRANSIT PROJECT DESCRIPTION | | | DESCRIPTION OF OTHER FUNDING TYPE | | | |
| PHASE FINANCIAL SYSTEM 5307 - CTF Urbanized Formula <input checked="" type="checkbox"/> | | | 1% Safety and Security from Federal 5307 Operating 1,315,859 | | | |
| DESCRIPTION | FEDERAL | STATE | LOCAL | TOTAL | SCOPE | |
| Security / Surveillance System - Bus <input type="checkbox"/> | \$13,159 | \$3,290 | | \$16,449 | SP1406 - Security equip. - facilities <input type="checkbox"/> | |
| WORK DESCRIPTION FY 2021, Section 5307 Section 5307 1% Safety and Security, Safety and Security Equipment Facilities | | | | | | |
| Select an Item | | | | \$0 | Select an Item | |
| WORK DESCRIPTION | | | | | | |
| Select an Item | | | | \$0 | Select an Item | |
| WORK DESCRIPTION | | | | | | |
| Select an Item | | | | \$0 | Select an Item | |
| WORK DESCRIPTION | | | | | | |
| Select an Item | | | | \$0 | Select an Item | |
| WORK DESCRIPTION | | | | | | |
| GRAND TOTAL | | | | \$16,449 | | |
| IF ADDITIONAL LINES ARE NEEDED PLEASE ATTACH A SEPARATE SHEET | | | | | | |
| FUNDS FLEXED TO FTA: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No | | | | | | |
| OPT PROJECT MANAGER NAME Janet Arcuicci | | | | ATTACHMENTS: <input type="checkbox"/> Yes <input checked="" type="checkbox"/> No CMAQ EMISSION FORMS REQUIRED | | |
| BUDGET | | | | | | |
| 1) FEDERAL: | | \$13,159 | | 3) LOCAL: \$0 | | |
| 2) STATE: | | \$3,290 | | 4) Other (please specify): | | |
| | | | | TOTAL: \$16,449 | | |
| SUBMITTED BY (Please print) Chad Cumberworth | | | TITLE Gov/Community Relations | | DATE 06/28/21 | |
| SIGNATURE | | | | | PHONE NUMBER (517) 780-3780 | |



STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

GRETCHEN WHITMER
GOVERNOR

PAUL C. AJEGBA
DIRECTOR

July 6th, 2021

Mr. Steve Duke,
Executive Director
Region 2 Planning Commission
Jackson County Tower Building
120 W. Michigan Avenue, 9th Floor
Jackson, Michigan 49201

Dear Mr. Duke:

This letter is sent by the Michigan Department of Transportation (MDOT) to inform the Jackson Area Comprehensive Transportation Study committees of several TIP amendments to the FY 2020-2023 Transportation Improvement Plan (TIP).

| <u>Fiscal Year</u> | <u>Job no.</u> | <u>Phase</u> | <u>Project Name</u> | <u>Limits</u> | <u>Length</u> | <u>Project Description</u> | <u>Federal Budget</u> | <u>State Budget</u> | <u>Federal Fund Source</u> | <u>Total Phase Cost</u> | <u>Amendment Type</u> |
|--------------------|----------------|--------------|---------------------|--|---------------|--|-----------------------|---------------------|----------------------------|-------------------------|-----------------------|
| 2021 | 209494 | ROW | TSC Wide | Various Locations - Jackson TSC | 0 | Modernizing signalized intersection to current standards | \$35,000 | \$0 | STG | \$35,000 | Phase Budget over 25% |
| 2022 | 212899 | CON | I-94 | I-94 from Jackson/Calhoun County Line easterly to M-60 in Jackson County | 12.405 | Tree Removal and ROW Fencing Removal/Installation | \$1,129,825 | \$125,536 | IM | \$1,255,361 | Phase add |

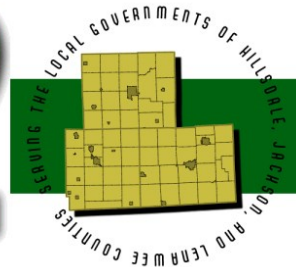
Thank you for your attention to this request. If you have any questions or need additional information, please contact me at 517-257-9248

Sincerely, Mike Davis Jr, Transportation Planner

LH-LAN-0 (01/19)

MURRAY D. VAN WAGONER BUILDING • P.O. BOX 30050 • LANSING, MICHIGAN 48909
www.michigan.gov/mdot • 517-373-2090

Region 2 Planning Commission



MEETING SCHEDULE FOR 2021 REGION 2 PLANNING COMMISSION

In accordance with Public Act No. 167 of 1976, meetings of the Region 2 Planning Commission for 2021 will be as follows:

| <u>DATE</u> | <u>EXECUTIVE COMMITTEE</u> | <u>FULL COMMISSION</u> |
|-------------------|--|---|
| January 14, 2021 | | 2:00 p.m. Lenawee District Library |
| February 11, 2021 | 2:00 p.m. Hillsdale City Hall | |
| March 11, 2021 | | 2:00 p.m. Jackson County Tower Building |
| April 8, 2021 | 2:00 p.m. Lenawee District Library | |
| May 13, 2021 | | 2:00 p.m. Hillsdale City Hall |
| June 10, 2021 | 2:00 p.m. Jackson County Tower Building | |
| July 8, 2021 | | 2:00 p.m. Lenawee District Library |
| August 12, 2021 | 2:00 p.m. Hillsdale City Hall | |
| September 9, 2021 | | 2:00 p.m. Jackson County Tower Building |
| October 14, 2021 | 2:00 p.m. Lenawee Now Offices | |
| November 4, 2021* | | 6:00 p.m. Annual Meeting – Jackson County Country Club of Jackson |
| December 9, 2021 | 2:00 p.m. Jackson County Tower Building | |

Note: The Jackson County Tower Building is located at 120 W. Michigan Avenue, Jackson.

The Lenawee Now Offices are located at 5285 W. US-223, Adrian.
Hillsdale City Hall is located at 97 N. Broad St., Hillsdale.

* Due to Veteran's Day, this meeting will be on the first Thursday of November, 2021