



Attention New Commissioners

There will be a new Commissioner's orientation prior to the March 10, 2022 Region 2 Planning Commission meeting to review roles and responsibilities and provide general information on the Region 2 Planning Commission.

The Meeting will be held at:

1:00 p.m.

Thursday, March 10th

**Jackson County Tower Building
5th Floor Conference Room**

AGENDA

REGION 2 PLANNING COMMISSION

Full Commission

FOR FURTHER INFORMATION, CONTACT:

**Jacob Hurt, Executive Director
(517) 768-6705**

DATE: Thursday, March 10, 2022

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. Approval of the March 10, 2022 Agenda – **ACTION**
3. Public Comment
4. Approval of the Full Commission Meeting Minutes for January 13, 2022 (see enclosure) – **ACTION** 3
5. Approval of Action Taken at the February 10, 2022 Executive Committee Meetings (see enclosure) – **ACTION** 6
6. Receipt of Treasurer's Report of February 28, 2022 (see enclosure) – **ACTION** 10
7. Approval of March 10, 2022 Submitted Bills (see enclosure) – **ACTION** 14
8. Staff Progress Report for February, 2022 (see enclosure) – **DISCUSSION** 15
9. Election of 2022 Personnel and Finance Committee (see enclosure) – **ACTION** 19
10. Approval of Amendments to the JACTS FY 2020-2023 Transportation Improvement Program (TIP) (see enclosure) – **ACTION** 20
 - Jackson County Department of Transportation
11. Other Business 22
 - Notice of Intent –Hillsdale County (see enclosure)
 - April 14, 2022 R2PC Meeting Location - Board of Commissioners Chambers Old Courthouse, 301 N. Main Street, Adrian, MI.
12. Public Comment / Commissioners' 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

MEETING MINUTES

Region 2 Planning Commission - Full Commission
Adrian Armory, Lower Level
Adrian, MI 49221

Thursday, January 13, 2022

I. **Call to Order** – Chair Jancek called the meeting to order at 2:12 PM. A quorum was present.

Attendance:

Acker	✓	Donaldson	✓	Jancek (E)	Shaw
Adams		Drake (E)		Jenkins	Shotwell
✓ Bair (E)		Driskill (E)		Jennings	✓ Sigers (E)
Baker		Duckham (E)		Karnaz	Smith
Bales	✓	Elwell (E)		Kastel	Snell
Barnhart		Frazier		Keller	Snow
Beach		Gaede (E)		Koehn	✓ Southworth
Beckner		Gallagher, D.		Kubish (E)	Sutherland
✓ Beecher		Gallagher, F.		Lammers	✓ Swartzlander (E)
Beeker (E)		Gentner		Lance	Teriaco
Blythe	✓	Goetz		Linnabary	✓ Tillotson (E)
Boggs		Gould, J.		McClary	Todd
Bolton	✓	Gould, L. (E)		Miller	Votzke
Bush		Grabert (E)		Navarro	Wagner
Camacho		Greene (E)		Nickel	Wardius
Chamberlain		Greenleaf	✓	Overton (E)	Webb
Collins		Griffin		Pixley	Wiley
Cornish	✓	Guetschow (E)		Poleski	Williams
Cousino		Hawkins		Richardson	Wilson
Cure		Hawley		Ries	Winter
David		Heath		Root	✓ Witt (E)
DeBoe		Herlein		Schlecte	✓ Wittenbach (E)
Dillon		Horwath		Sessions	

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

Staff Present: Jacob Hurt, Steve Duke, Jill Liogghio, Anton Schauerte

Others Present: Joe Bentschneider, JCDOT; Mike Davis, MDOT

II. **Approval of the January 13, 2022 Agenda** – The motion was made by Comm. Tillotson, supported by Comm. Swartzlander, to approve the January 13, 2022 agenda as presented. The motion carried unanimously.

- III. **Public Comment** – Chair Jancek requested public comment. No comments were received.
- IV. **Approval of the Full Commission Meeting Minutes for September 9, 2021** – The motion was made by Comm. Bair, supported by Comm. Elwell, to approve the Full Commission meeting minutes of September 9, 2021 as submitted. The motion carried unanimously.
- V. **Approval of the Action Taken at the December 9, 2021 Executive Committee Meeting** – The motion was made by Comm. Bair, supported by Comm. Elwell, to approve the action taken at the December 9, 2021 Executive Committee meeting. The motion carried unanimously.
- VI. **Receipt of Treasurer’s Report of December 31, 2021** – A motion was made by Comm. Bair, and supported by Comm. Swartzlander, to receive the December 31, 2021 Treasurer’s Report as presented. The motion carried unanimously.
- VII. **Approval of January 13, 2022 Submitted Bills** – A motion was made by Comm. Elwell, supported by Comm. Bair, to approve payment of the January 13, 2022 submitted bills. The motion carried unanimously.
- VIII. **Staff Progress Report for December, 2021** – The December, 2021 staff progress report was included in the agenda packet. Mr. Hurt presented highlights from the staff progress report for the month of December.
- IX. **Approval of Amendments to the JACTS FY 2020-2023 Transportation Improvement Program (TIP)** – Mr. Bentschneider reported that the Jackson County Department of Transportation (JCDOT) was requesting the following projects be added to the JACTS FY 2020-2023 Transportation Improvement Program (TIP):

FY	Job #	Name	Limits	Description	Funding	Action
2022 JCDOT	207169	South Street	Jackson City Limits to M-50	One Course Overlay	\$514,400.00 HSIP \$128,600.00 Local \$643,000.00 Total	Change Work Type
2023 City of Jackson	214063	Crosswalk Enhancements at 5 Locations		Sidewalk ramps, LED bordered pedestrian crossing signs, pavement marking at Denton Rd. and Kibby Rd.; Hickory Ave. and Fourth St. (west and north legs); Prospect St. at MLK Equality Trail; and West Ave. and Fourth St.	\$257,398.26 HSIP \$71,139.57 Local \$328,537.83 Total	Add

The motion was made by Comm. Bair, supported by Comm. Elwell, to approve the amendments as presented. The motion carried unanimously.

- X. Approval of the Resolution Adopting the 2021 – 2025 Edition of the Region 2 Planning Commission Comprehensive Economic Development Strategy (CEDS)** – Mr. Hurt explained that the resolution adopting the 2021 – 2025 Edition of the Region 2 CEDS is required by EDA as part of the final reporting process to complete the FY21 Partnership Planning grant that funded the CEDS.

A motion was made by Comm. Bair, supported by Comm. Tillotson, to approve the Resolution Adopting the 2021 – 2025 Edition of the Region 2 Planning Commission Comprehensive Economic Development Strategy (CEDS) as presented. The motion carried unanimously.

- XI. Opportunity for Public Comment – Proposed Draft JACTS FY 2023-26 Transportation Improvement Program (TIP) Project Lists** – Mr. Duke provided the proposed projects selected for both the Urban-STP and Rural-STP/TEDF-D funding for the JACTS FY 2023-2026 Transportation Improvement Program. The motion was made by Comm. Overton, supported by Comm. Elwell, to approve the draft Urban-STP and Rural-STP/TEDF-D projects as presented. The motion carried unanimously.

- XII. Other Business** – The 2022 Region 2 Planning Commission meeting calendar was presented.

Two resolutions designating Monroe Pike and Monroe Street in the Village of Brooklyn as a Minor Collector were presented. A motion was made by Comm. Elwell, supported by Comm. Swartzlander, to approve the resolutions as presented. The motion carried unanimously.

Mr. Hurt reported that a NOI that the City of Tecumseh Recreation Plan was available for review was included in the packet.

No other business was brought before the Commission.

- XIII. Public / Commissioners' Comments** – Comm. Goetz explained that further assistance from MDOT and the Lenawee County Road Commission is needed to address visibility issues at US-223/Horton Road intersection. Mr. Mike Davis, MDOT, stated he would assist Comm. Goetz in communicating his concerns to Mr. Kelby Wallace, Manager, Jackson-TSC.

No additional public or Commissioner comments were received.

- XV. Adjournment** – There being no further business, Chair Jancek adjourned the meeting at 2:47 PM.

Chris Wittenbach
Secretary

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

MINUTES

Region 2 Planning Commission – Executive Committee
Hillsdale City Hall
97 N. Broad Street
Hillsdale, MI 49242

Thursday, February 10, 2022

1. **Call to Order** – Chair Jancek called the meeting to order at 2:01 p.m. A quorum was present.

Executive Committee Members:

✓ Bair	Greene	✓ Wittenbach
✓ Beeker	✓ Guetschow	
✓ Drake	✓ Jancek	
Driskill	✓ Overton	
✓ Duckham	✓ Sigers	
✓ Elwell	Swartzlander	
✓ Gaede	✓ Tillotson	
✓ Gould	Witt	

Key: ✓ = present

Other Commissioners Present: Christine Beecher, Rives Township; Jim Goetz, Lenawee County; Jason Smith, City of Litchfield; Judy Southworth, Jackson County

Others Present: Joe Bentschneider, Jackson County Department of Transportation and Mike Davis, MDOT

Staff Present: Stephen Bezold, Jacob Hurt, Jill Liogghio, and Anton Schauerte

2. **Pledge of Allegiance** – Those present rose for the Pledge of Allegiance.
3. **Approval of the Agenda** – A motion was made by Comm. Tillotson, supported by Comm. Bair, to approve the February 10, 2022 Executive Committee agenda as presented. The motion carried unanimously.
4. **Public Comment** – Chair Jancek announced the first opportunity for public comment. No public comments were received.

5. **Approval of Minutes of the October 14, 2021 and December 9, 2021 Executive Committee Meeting** – A motion was made by Comm. Bair, supported by Comm. Sigers, to approve the October 14, 2021 and December 9, 2021 Executive Committee meeting minutes as submitted. The motion carried unanimously.
6. **Receipt of the Treasurer's Report of January 31, 2022** – A motion was made by Comm. Duckham, supported by Comm. Bair, to approve receipt of the Treasurer's Report for January 31, 2022. The motion carried unanimously.
7. **Approval of the February 10, 2022 Submitted Bills** – A motion was made by Comm. Drake, supported by Comm. Duckham, to approve payment of the February 10, 2022, submitted bills as presented. The motion carried unanimously.
8. **Staff Progress Report for January, 2022** – Mr. Hurt presented highlights from the staff progress report for the month of January, 2022.
9. **Report of the Nominating Committee** – Election of 2022 R2PC Executive Committee and R2PC Officers. Chair Jancek explained that the current R2PC Officers had completed their second year in office, which is the maximum allowed under the R2PC bylaws. The Nominating Committee met on February 10, 2022 at 1:00 p.m. and recommended the following slate of officers for 2022:

Chair – Pete Jancek
 Vice-Chair – Dale Witt
 Treasurer – Mike Overton
 Secretary – Alan Beeker

Chair Jancek asked if there were any nominations from the floor for the officer positions. No additional nominations were forthcoming.

Motion was made by Comm. Smith, supported by Comm. Tillotson to approve the R2PC Officers as recommended by the Nominating Committee. The motion carried unanimously.

Mr. Hurt reported that there were 2 vacancies on the Executive Committee – 1 representing 'at large' and the other representing Jackson County. Comm. Overton nominated Comm. Shotwell to fill the Jackson County vacancy and Comm. Jim Goetz to fill the 'at large' vacancy. Motion was made by Comm. Smith, supported by Comm. Tillotson. The motion carried unanimously. The 2022 Executive Committee members are as follows:

Alan Beeker	Representing City of Hillsdale
James Shotwell	Representing Jackson County
Phil Duckham	Representing Jackson County
Mike Overton	Representing Jackson County
Jae Guetschow	Representing Jackson County
Tony Bair	Representing Jackson County
Jonathan Greene	Representing City of Jackson
Jeanne Kubish	Representing City of Jackson
Jim Driskill	Representing Lenawee County
Ralph Tillotson	Representing Lenawee County
Dale Witt	Representing Lenawee County

Pete Jancek	Representing At Large
Larry Gould	Representing At Large
James Goetz	Representing At Large
David Elwell	Representing At Large
Roger Gaede	Representing At Large
Rick Sigers	Representing At Large
Jerry Drake	Representing At Large
Chris Wittenbach	Representing At Large
Matt Swartzlander	Representing At Large

10. 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. Bentschneider reported that the Jackson County Department of Transportation (JCDOT) was requesting the following amendments to the JACTS FY 2020- 2023 Transportation Improvement Program (TIP):

Fiscal Year	Job #	Project Name	Limits	Project Description	Funding	Action
2023	213736	Edgeline Pavement Markings	56 miles total on 78 roadway segments	Edgeline pavement markings	\$97,724.92 HSIP \$22,246.08 Local \$119,971.00 Total	Change FY to 2022
2023	213875	N. Stony Lake Rd.; Seymour Rd.; Race Rd.	Taylorfield Road to M-50; Trumble Road to Wooster Road; Ann Arbor Road to Seymour Road	Tree removal, pavement markings, signing upgrades	\$564,781.87 HRRR \$62,753.54 Local \$627,535.41 Total	Change FY to 2022
2023	214064	Horton Rd./ S. Jackson Rd.	Ferguson Road to Weatherwax Drive	Road Safety Audit	\$16,000.00 HSIP \$4,000.00 Local \$20,000.00 Total	Change FY to 2022
2023	214065	Moscow Road	At Hanover Road, Hatch Road, Sears Road, and Horton Road/Mathews Road	Road Safety Audit	\$16,000.00 HSIP \$4,000.00 Local \$20,000.00 Total	Change FY to 2022
2023	214462	Horizontal Curve Signing (southeast)	Various	Horizontal Curve Signing	\$200,000.00 HSIP \$35,493.00 Local \$235,493.00 Total	Add
2023	214463	LED Stop Signs	Various	LED Stop Signs	\$94,236.30 HSIP \$10,470.70 Local \$104,707.00 Total	Add
2023	214464	High Friction Surface Treatment and LED Stop Signs	(4) intersections	High Friction Surface Treatment and LED Stop Signs	\$186,487.20 HSIP \$20,720.80 Local \$207,208.00 Total	Add
2023	214664	Airport Rd at Wayland Dr/Meijer Dr	At intersection	Signal Modernization	\$244,914.95 HSIP \$77,228.74 Local \$322,143.69 Total	Add

The motion was made by Comm. Bair, supported by Comm. Duckham, to approve the proposed JCDOT amendments as presented. The motion carried unanimously.

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

Fiscal Year	Job #	Phase	Project Name	Limits	Length	Project Description	Federal Budget	State Budget	Federal Fund Source	Total Phase Cost	Amendment Type
2023	213399	CON 23	TSC Wide	All Trunkline routes in Region 2 MPO	0	HMA crack treatment and overband crack fill	\$230,817	\$51,183	ST	\$282,000	Phase Add
2022	213927	PE 22	TSC Wide	All Trunkline routes in Region 2 MPO	39.5	Non-freeway signing upgrade	\$100,000	\$0	STG	\$100,000	Phase Add

The motion was made by Comm. Bair, supported by Comm. Duckham, to approve the proposed MDOT amendments as presented. The motion carried unanimously.

11. **Targets for 2022 Safety Performance Measures – Resolution Adoption** – Mr. Davis stated, every two years MDOT implements new data driven safety targets related to fatalities and serious injuries. Each MPO has the option to adopt the state’s target and allow the state to monitor this data or set their own target and do their own monitoring. This data analysis is conducted by the University of Michigan’s Transportation Research Institute funded by MDOT. Following this analysis, the state decides if these safety performance measures are realistic and set their target accordingly. A motion was made by Mr. Bair, to approve the resolution as presented, with the modification that the phrase, “less than” be added prior to each of the five safety targets. Mr. Bair withdrew his motion. A motion was made by Mr. Elwell, supported by Mr. Bair, to approve the resolution as presented, with the modification that the final paragraph in the resolution (prior to the table) read, “THEREFORE BE IT FURTHER RESOLVED, that the Region 2 Planning Commission will plan and program projects that contribute to the accomplishment of state safety targets to be no greater than the below listed numbers”. The motion carried unanimously.
12. **Other Business** – No other business was brought to the Executive Committee’s attention.
13. **Public Comment / Commissioners Comments** – Chair Jancek thanked fellow commissioners for meeting and providing their perspectives so that their communities can receive their share of the funds allotted to them and find the most appropriate course of action.
14. **Adjournment** – There being no further business, the meeting was adjourned by Chair Jancek at 2:35 p.m.

Jill Liogghio
Executive Secretary

REGION 2 PLANNING COMMISSION
Treasurer's Report - Monthly Summary
as of February 28, 2022

Checking Account Balance ending January 31, 2021		\$ 511,144.19
Deposit Summary:		
January 2022 EFT Deposits	\$	91,147.34
January 2022 Bank Deposits		1,527.39
January 2022 Adjustments		(1,541.47)
Total Deposits plus Bank Balance	<u>\$</u>	<u>602,277.45</u>
Expenses:		
Submitted Expenses - February 2022 **	\$	7,328.47
Interim Expenses		(25,077.70)
Payroll/Related Expenses		(36,881.52)
Subtotal of Expenses	<u>\$</u>	<u>(54,630.75)</u>
Balance Checking Account ending February 28, 2022	<u>\$</u>	<u>547,646.70</u>
Balance CD Investments ending February 28, 2022	<u>\$</u>	<u>106,148.33</u>
Total Cash on Hand	<u>\$</u>	<u>653,795.03</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 February 28, 2022

2/3/2022	EFT Deposits:	
	MDOT - FHWA - services through September	91,147.34

Subtotal - EFT Deposits	\$ 91,147.34
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2/28/2022	Check Deposits:	
	City of Morenci FY22 annual dues	599.40
	Sandstone Township FY22 annual dues	927.99

Subtotal - Check Deposits	\$ 1,527.39
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2/28/2022	Adjustments to cash:	
	<i>Bank fees - February</i>	(159.66)
	<i>Paycor Fees - February</i>	(273.00)
	<i>Credit Card Charges - Webmlive - subscription</i>	(75.00)
	<i>Credit Card Charges - MTU-Cashiers Office - fee</i>	(15.00)
	<i>Credit Card Charges - MI Association of Planners - dues</i>	(50.00)
	<i>Credit Card Charges - USPS - postage</i>	(112.32)
	<i>Credit Card Charges - Meijer - supplies</i>	(112.90)
	<i>Credit Card Charges - Amazon - supplies</i>	(84.76)
	<i>Credit Card Charges - Adobe - software</i>	(233.06)
	<i>Credit Card Charges - Nite Lite - meals</i>	(119.37)
	<i>Credit Card Charges - Office Max/Depot - supplies</i>	(241.76)
	<i>Credit Card Charges - Target - supplies</i>	(64.64)

Subtotal - Adjustments to Cash	\$ (1,541.47)
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Total Net Deposits	\$ 91,133.26
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REGION 2 PLANNING COMMISSION
INTERIM BILLING and PAYROLL EXPENSES
as of February 28, 2022

Interim Billing for February, 2022

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
Allegra	R2PC February 2022 Packet	\$ 149.76	15125
Blue Cross/Blue Shield	Employee Health Coverage March 2022	\$ 5,721.93	15129
Jackson Citizen Patriot	JACTS & RTF Advertising	\$ 694.95	15135
Jackson County	Postage for January 2022	\$ 57.87	15132
Jackson County	Phone for January 2022	\$ 302.30	15132
Jackson County Dept. of Transport.	Paser Training/Asset Mgmt. FY 2021	\$ 14,837.55	15136
The SBAM Plan	Group Life Insurance Mar. 2022	\$ 209.44	15140
The Daily Telegram	RTF Advertising	\$ 90.25	15139
Walton Agency	Renewal Mgmt. Liability Ins.	\$ 2,775.00	15143
Vantage Point	457 Contribution for A. Schauerte	\$ 238.65	15142

Total Interim Billing for February, 2022	\$ 25,077.70
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Payroll & Travel Related Expenses:

<i>Paid February 4, 2022</i>		<i>by Direct Deposit/EFT</i>	
Paycor	Payroll Disbursement	\$	15,992.99
G. Bauman	Travel Reimbursement	\$	21.06
S. Duke	Travel Reimbursement	\$	118.10
S. Bezold	Travel Reimbursement	\$	66.69
	Health Savings	\$	4,000.00
	Total	\$	20,198.84

<i>Paid February 18, 2022</i>		<i>by Direct Deposit/EFT</i>	
Paycor	Payroll Disbursement	\$	16,578.85
S. Bezold	Travel Reimbursement	\$	40.77
J. Liogghio	Travel Reimbursement	\$	63.06
	Total	\$	16,682.68

Total Payroll Expenses for February, 2022	\$ 36,881.52
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**Region 2 Planning Commission
Outstanding Accounts Receivable
as of February 28, 2022**

Municipality/Source	Date	Inv. No.	Amount
None			-

FY 2021 Balance as of February 28, 2022

\$ -

REGION 2 PLANNING COMMISSION**Submitted Bills****March 10, 2022**

Vendor	Description	Amount Due
Allegra	Non-Motorized Plan Copies	\$ 372.00
Blue Cross/Blue Shield	Supplement F (Apr. 2022)	\$ 270.84
Blue Cross/Blue Shield	Prescription Coverage (Apr. 2022)	\$ 113.70
Boom Advertising	Corporate ID Materials/Leoni DDA Master Plan Des.	\$ 1,900.00
Direct Office Buys	Supplies Feb. 2022	\$ 423.19
County of Jackson	Rent Expense for March 2022	\$ 3,201.58
County of Jackson	Purchase of Dell Computer	\$ 979.00
Hillsdale Media Group	RTF Advertising	\$ 78.70
ICMA Retirement Trust	ICMA 401 Contribution	\$ 1,812.58
Mich. Municipal League	Job Opening Advertising	\$ 291.00
Vantage Point Transfer Agents	ICMA RHS Contribution	\$ 278.86
Total Submitted Billing - March, 2022		\$ 9,721.45

Region 2 Planning Commission

Serving Hillsdale, Jackson and Lenawee Counties

Staff Progress Report *February 2022*

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 continued to research COVID recovery information and resources to populate the COVID recovery website.
 - Staff submitted the semi-annual GRPA report to EDA for the CARES grant.
 - 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 continued the CEDS closeout reporting process for EDA for the FY2021 Partnership Planning grant.
 - Staff submitted the semi-annual and annual GRPA reports to EDA for the FY21 Partnership Planning grant.
 - Received notice that R2PC EDD was awarded an EDA FY 2022 Partnership Planning Assistance grant to be used to begin implementation of the 2021 – 2025 CEDS.
- **Outdoor Recreation as Economic Development.** Staff continued informal meetings with key outdoor recreation industry stakeholders to develop a strategy to leverage regional outdoor recreation assets for economic development purposes.
- **Downtown Development Authorities (DDAs).**
 - Staff attended the monthly meetings of the City of Jackson and Leoni Township.
 - Staff attended the monthly Jackson DDA meeting (2/10).
 - Staff continued development of the Leoni DDA Downtown Master Plan.
 - Staff continued research of DDA incentives and other potential funding opportunities.

[February 2022 Staff Progress Report]

R2PC Activities

- **R2PC Website.** Staff continued updating www.region2planning.com.

Regional Transportation Planning Hillsdale, Jackson, and Lenawee Counties

Program Management

- **Rural Task Force (RTF).** On 2/25, a 3-county full RTF meeting was held to finalize all three (3) counties' proposed projects. Updated funding allocations for FY23-26 were presented and projects were presented, reviewed, and approved with minor modifications. Staff made changes to FY22 projects in JobNet software program and began entering in new FY23-26 projects into JobNet.
- Staff attended the monthly statewide/MDOT RTF meeting.
- **Asset Management.** Staff participated in a 1-day in-person PASER training.
- **Small Urban Program.** Staff began entering in Small Urban FY23-26 projects into JobNet.
- Staff attended Mechanic St. Railroad Overpass public meeting on 2/9.
- Staff attended the Michigan Association of Regions (MAR) monthly meeting via Zoom.

Metropolitan Area Transportation Planning Jackson Area Comprehensive Transportation Study

Program Management

- Staff attended the monthly Michigan Transportation Planning Association meeting.
- Staff prepared for, and conducted, the January meeting of the JACTS Technical Advisory and Policy Committees.
- Staff attended MDOT-led Data Sharing Agreement (DSA) meeting.
- Staff met with MDOT to discuss new JACTS FY22-26 funding allocations.
- Staff met with MDOT, FHWA, FTA and agency partners to discuss the FY 2023 Unified Work Program (UWP).

Transportation Improvement Program (TIP)

- Amendments were incorporated into FY 2020-2023 TIP.
- Staff continued drafting the narrative for the FY 2023-2026 TIP.
- Staff monitored and updated JobNet as necessary.

[February 2022 Staff Progress Report]

Jackson Traffic Safety Program

- Staff updated FY 2022 files.
- Staff made corrections to an enforcement report.

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).

Jackson County

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

- **Master Plan.** Met with the Planning Commission on February 16 and presented a full draft of the master plan for review and comment. A couple of changes were made to the future land use map and the Commission voted to send the revised plan to the Township Board for review and release for public comment. Staff also provided Township staff with the resolutions and notices needed to adopt the master plan.

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

- **County Planning Commission (JCPC).** Facilitated the February 10 JCPC meeting and summarized staff advisements regarding proposed text amendments to the Hanover Township Zoning Ordinance regarding medical marihuana. Meeting minutes were prepared and posted to the JCPC webpages on the R2PC website. A letter announcing the JCPC recommendation was sent to the Township. The 2021 Annual Report for the JCPC was also prepared.
- **Master Plan.** Submitted a full draft of the *Jackson County Master Plan* to the JCPC for its review and comment during its February 10 meeting.
- **Hazard Mitigation Plan.** Met with the Michigan State Police on February 24 and made substantial progress on needed revisions to the *Jackson County Hazard Mitigation Plan*.

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

- **Recreation Plan.** Submitted the 2022 edition of the *Leoni Township Recreation Plan* to the Michigan Department of Natural Resources (MDNR) for review and approval. The plan was then approved by the MDNR.

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

- **Zoning Ordinance.** Emailed with the Township Supervisor regarding the regulation of mobile homes and mobile home parks.

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

[February 2022 Staff Progress Report]

- **Master Plan.** Attended the February 15 meeting of the Planning Commission and facilitated the initial review and amendment of the new future land use map. Incorporated the proposed changes to the future land use map in ArcGIS and provided a copy to the Zoning Administrator for review.

Lenawee County

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

- **County Planning Commission (LCPC).** Prepared the agenda packet for the February 17 meeting of the LCPC, but ultimately canceled the meeting due to inclement weather. The 2021 Annual Report for the LCPC was also prepared.

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

- **Zoning Ordinance.** Amended the zoning map to include two rezonings approved by the Township Board in early 2022. Provided the Zoning Administrator with a large PDF of the revised map.

Greater Irish Hills

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

- **Greater Irish Hills Recreation Plan.** Made suggested changes to the map/tables of recreation facilities located in the Greater Irish Hills Region. Created a second draft of the survey to be released as part of the planning process, including an online version.

Region 2 Planning Commission



MEMORANDUM

TO: Region 2 Planning Commission

FROM: Jacob Hurt, Executive Director

SUBJECT: Appointment of the 2022 R2PC Personnel and Finance Committee

DATE: March 1, 2022

Per the R2PC Bylaws, the Chair of the Region 2 Planning Commission annually appoints a Personnel and Finance Committee at the March Full Commission meeting. The purpose of the Committee is to review personnel and financial concerns of the Commission and provide recommendations to the Executive Director, the R2PC Executive Committee, and/or the Full Commission.

The Committee is comprised of a minimum of five R2PC Commissioners and the Chair of the Commission. One of these members must be the Treasurer. The Committee has no regular meeting schedule. Meetings are held at the request of the Executive Director or at the call of one of the Committee members. The Committee is typically convened for the purpose of reviewing personnel and/or financial matters. On these occasions, the Committee is briefed by the Executive Director who may ask for a recommendation from the Committee. The Committee also meets on occasions when the Commission is considering a large capital purchase, or in the event a grievance is filed resulting from disciplinary action.

Members of the 2021 Personnel and Finance Committee include Tony Bair, Alan Beeker - Treasurer, Roger Gaede, Pete Jancek, Doug Terry – Chair, and Ralph Tillotson.

Nominations for the appointments will be taken from the floor.



Jackson County Department of Transportation

Angela N. Kline, PE
Managing Director / Director of Engineering & Technical Services

Keeping Our Community Safely in Motion...



Memorandum

Date: February 8, 2022

To: Mr. Steven Duke
Region 2 Planning Commission

From: Angela N. Kline, PE
Managing Director/Director of Engineering

RE: February JACTS TIP Amendment

Jackson Department of Transportation is requesting approval from the Region 2 Planning Commission, JACTS Technical Advisory, and JACTS Policy Committees concerning the following Transportation Improvement Program (TIP) Amendment for FY 2022-2026:

Fiscal Year	Job #	Project Name	Limits	Project Description	Funding	Action
2022		Holibaugh Road	North Village of Springport Limits to Eaton/Jackson County Line, 2.60 miles	One Course Overlay	\$470,637 STL \$104,363 Local \$575,000 Total	Add
2022	206637	Countywide Preventive Maintenance	Various Roads	One Course Overlay	\$488,700 STL \$154,998 State D \$0 Local \$643,698 Total	Change Project Cost
2023	206639	Countywide Preventive Maintenance	Various Roads	One Course Overlay	\$1,293,994 STL \$154,998 State D \$168,500 Local \$1,617,492 Total	Change Project Cost

2024		Napoleon Road; Broad Street; Hoyer Road; Reynolds Road; Blackman Road	Broad Street to Lee Road, 1.81 miles; 5 th Street to Napoleon Road, 0.12 miles; South Street to Flansburg Road, 1.53 miles; Kibby Road to McCain Road, 1.51 miles; W. Michigan Ave to Leora Lane, 0.51 miles	One course overlay	\$782,000 STUL \$195,500 Local \$977,500 Total	Add
2024		Countywide Preventive Maintenance	Various Roads	One course overlay	\$1,215,874 STL \$154,998 State D \$148,970 Local \$1,519,842 Total	Add
2025		Sutton Road	Page Avenue to Ann Arbor Road, 1.97 miles	Resurface over CIR	\$550,200 STUL \$137,550 Local \$687,750 Total	Add
2025		Countywide Preventive Maintenance	Various Roads	One course overlay	\$1,294,272 STL \$159,998 State D \$168,570 Local \$1,617,840 Total	Add
2026		Shirley Drive; Page Avenue	Parnall Road to Lansing Avenue, 1.88 miles; 5 th Street to Ballard Road, 0.68 miles	Resurface over CIR	\$874,400 STUL \$218,600 Local \$1,093,000 Total	Add
2026		Wildwood Avenue	Ganson Street to Wayne Street, 0.24 miles	Mill and Resurface	\$80,000 STUL \$20,000 Local \$100,000 Total	Add
2026		Countywide Preventive Maintenance	Various Roads	One course overlay	\$1,321,197 STL \$154,998 State D \$175,301 Local \$1,651,496 Total	Add

APPENDIX H: NOTICE OF INTENT FOR RECREATION GRANT PROJECTS (FORM PR5750-2)



Michigan Department of Natural Resources – Grants Management

NOTICE OF INTENT FOR RECREATION GRANT PROJECTS

This information is requested by authority of Part 19, Act 451 of 1994, to be considered for a MNRFT grant.

1. Name of Project Development of Lewis Energy Park		2. Date 2-10-2022
3a. Identity of the applicant agency, organization, or individual: Hillsdale County		3b. Indicate below the representative of the applicant to contact for additional information regarding this notice: Name Bruce Caswell Address (Street/PO Box) 8940 E Bacon Rd City, State, ZIP Code Hillsdale, MI 49242 Telephone 518 523-3067
4a. Agency from which assistance will be sought: <input checked="" type="checkbox"/> Michigan Department of Natural Resources		Name of Program: <input checked="" type="checkbox"/> Michigan Natural Resources Trust Fund Public Law or USC#: Part 19 of Act 451 of 1994
5. Estimated Cost: FEDERAL: _____ STATE: 240,000 OTHER: 84,400 TOTAL: 324,400		6. Estimated date by which time the applicant expects to formally file an application: 2-25-2022
7. Geographic location of the project to be assisted: (indicate specific location as well as city or county. Attach map if necessary). State Rd. 1/4 mi east of Hillsdale City limits.		
8. Brief description of the proposed project. This will help the clearinghouse identify agencies of state or local government having plans, programs, or projects that might be affected by the proposed project:		
8a. Type of project: 1. Replace all docks with ADA accessible docks 2. Replace the waterfall and make it ADA accessible to traverse 3. Make the trail over the waterfall ADA accessible		
8b. Purpose: To make fishing & hiking accessible to all		
8c. General size or scale: trail is 1/2 mile long		
8d. Beneficiaries (persons or institutions benefited): All visitors to the parks.		
8e. Indicate the relationship of this project to plans, programs, and other activities of your agency and other agencies (attach separate sheet if necessary): Continuing to improve the park and make it accessible to all is our long range goal.		

PR5750-2 (Rev. 02/14/2019)