

JACKSON AREA COMPREHENSIVE TRANSPORTATION STUDY (JACTS) POLICY COMMITTEE MEETING

*Thursday, January 18, 2024 / 8:00 AM
Jackson County Tower Bldg. / 5th Floor / 120 W. Michigan Ave., Jackson, MI 49201*

AGENDA

1. Call to Order
2. Public Comment
3. Election of 2024 Officers – **ACTION**
 - Chair
 - Vice-Chair
4. Approve Minutes of the Policy Committee Meeting of December 21, 2023, and Receive the Minutes of the Technical Advisory Committee Meeting of December 20, 2023 (see enclosures) – **ACTION**
5. Agency Status Reports – **DISCUSSION**
 - City of Jackson (enclosed)
 - Jackson Area Transportation Authority (not provided)
 - Jackson County Department of Transportation (enclosed)
 - Michigan Department of Transportation (enclosed)
 - Jackson County Airport-Reynolds Field (not provided)
 - Enterprise Group (<http://www.enterprisegroup.org>)
6. Approval of revised JACTS 2024 Meeting Schedule (enclosed) – **ACTION**
7. Review Draft JACTS Policy Committee Bylaws (enclosed) – **DISCUSSION**
8. Approval of State Safety Targets for Calendar Year 2024 (enclosed) – **ACTION**
9. Approval of the proposed 2020 Albion Adjusted Census Urban Boundary (enclosed) – **ACTION**
10. Other Business
11. Public Comment
12. Adjournment

MINUTES

JACTS POLICY COMMITTEE

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

Thursday, December 21, 2023

Present: Tony Bair, R2PC
Heather Bowden, MDOT – Lansing Office
Jon Dowling, City of Jackson
David Herlein, Spring Arbor Township
Pete Jancek, Blackman Charter Township
Angela Kline, JACTS TAC
Mike Overton, Jackson County
James Shotwell, Jackson County Commissioners
Andrea Strach, MDOT – University Region
Mike Trudell, Summit Township
Kelby Wallace, MDOT – Jackson TSC

Public Present: Tina Beagle

Staff Present: Jill Liogghio, Region 2 Planning Commission

ITEM 1 **CALL TO ORDER**

Chair Shotwell called the meeting to order at 8:06 a.m. A quorum was present.

ITEM 2 **PUBLIC COMMENT**

No public comments were received.

ITEM 3 **APPROVE MINUTES OF THE POLICY COMMITTEE MEETING OF NOVEMBER 16, 2023 AND RECEIVE THE TECHNICAL ADVISORY COMMITTEE MINUTES OF NOVEMBER 15, 2023**

A motion was made by Mr. Jancek, supported by Mr. Herlein, to approve the Policy Committee meeting minutes of November 16, 2023, and receive the Technical Advisory Committee meeting minutes of November 15, 2023, as presented. The motion carried unanimously.

ITEM 4 **AGENCY STATUS REPORTS**

Project status updates were presented by the City of Jackson, Jackson County Department of Transportation, and Michigan Department of Transportation.

ITEM 5 **APPROVAL OF AMENDMENTS TO THE JACTS FY 2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

The following amendments to the JACTS FY 2023-2026 Transportation Improvement Program

(TIP) were submitted by the Michigan Department of Transportation:

Fiscal Year	Job no.	Phase	County	Project Name	Limits	Distance in miles	Primary Work Type	Project Description	Federal Budget	Federal Fund Source	State Budget	Total Phase Cost	Amendment Type
2025	219794	PE	Jackson	I-94BL	Various Trunkline Routes in Jackson TSC Area	0.12	Road Capital Preventive Maintenance	HMA Crack Treatment and Overband Crack Fill	\$14,733	ST	\$3,267	\$18,000	ADD
2025	219794	CON	Jackson	I-94BL	Various Trunkline Routes in Jackson TSC Area	0.124	Road Capital Preventive Maintenance	HMA Crack Treatment and Overband Crack Fill	\$271,742	ST	\$60,258	\$332,000	ADD
2025	220382	PE	Jackson	M-50	Napoleon Road To Stony Lake Creek	1.07	Traffic Safety	Shoulder Widening with Full Width HMA Paving	\$27,000	HSIP	\$3,000	\$30,000	ADD
2025	220382	CON	Jackson	M-50	Napoleon Road To Stony Lake Creek	1.07	Traffic Safety	Shoulder Widening with Full Width HMA Paving	\$237,601	HSIP	\$26,401	\$264,000	ADD
2025	220419	PE	Jackson	Regionwide	US-127 from Ohio State Line to Floyd Avenue and from I-96 to Clinton CL	0	Traffic Safety	Install enhanced delineation	\$18,000	HSIP	\$2,000	\$20,000	ADD
2025	220419	CON	Jackson	Regionwide	US-127 from Ohio State Line to Floyd Avenue and from I-96 to Clinton CL	0	Traffic Safety	Install enhanced delineation	\$194,400	HSIP	\$21,600	\$216,000	ADD
2026	218723	PE	Jackson	Regionwide	Various Locations-Eaton and Lenawee Counties	0	Traffic Safety	Recessing of special markings at intersections	\$9,000	VRU	\$1,000	\$10,000	BUDGET

Fiscal Year	Job no.	Phase	County	Project Name	Limits	Distance in miles	Primary Work Type	Project Description	Federal Budget	Federal Fund Source	State Budget	Total Phase Cost	Amendment Type
2026	220361	PE	Jackson	I-94BL	Regionwide- Livingston, Jackson, and Clinton Counties	0	Traffic Safety	Recessing of special markings at intersections	\$9,000	VRU	\$1,000	\$10,000	ADD

A motion was made by Mr. Jancek, supported by Mr. Trudell, to approve the amendments to the JACTS FY 2023-2026 TIP as presented. The motion carried unanimously.

ITEM 6 **APPROVAL OF THE 2024 JACTS POLICY COMMITTEE MEETING SCHEDULE**

A motion was made by Mr. Jancek, supported by Mr. Herlein, to approve the 2024 JACTS Policy Committee meeting schedule. The motion carried unanimously.

ITEM 7 **JACTS FY 2023 LIST OF FEDERALLY OBLIGATED PROJECTS**

The Region 2 Planning Commission has made the JACTS FY 2023 List of Federally Obligated Projects report available. The report was included with the meeting packet.

ITEM 8 **UPDATING JACTS POLICY COMMITTEE BYLAWS**

A red-lined version of the Policy Committee Bylaws was requested to be included in the January 18, 2024 agenda packet.

ITEM 9 **OTHER BUSINESS**

The JACTS 2050 Long Range Transportation Plan was approved at the December 6, 2023 Region 2 Planning Commission Executive Committee meeting and was sent to MDOT who will then send it to FHWA. Completion of this plan will ensure the Jackson MPO funding for the next five years.

ITEM 10 **PUBLIC COMMENT**

Ms. Beagle mentioned April Distracted Driver Awareness 5K run/walk. She asked if there was anything in place to support this.

ITEM 11 **ADJOURNMENT**

There being no further business, Ms. Kline adjourned the meeting at 8:44 a.m.

Staff
Region 2 Planning Commission

MINUTES

JACTS TECHNICAL ADVISORY COMMITTEE

Jackson City Hall
161 W. Michigan Ave. – 10th Floor
Jackson, MI 49201

Wednesday, December 20, 2023

Present: Jim Cole, JCDOT
Jon Dowling, City of Jackson
Angie Kline, JCDOT
Mark Kloha, MDOT – Lansing Office
Patrick O'Dowd, JATA
Jack Ripstra, Blackman Charter Township
Andrea Strach, MDOT – University Region
Kelby Wallace, MDOT – Jackson TSC

Public Present: None

Staff Present: Brett Gatz, Region 2 Planning Commission
Jill Liogghio, Region 2 Planning Commission

ITEM 1 **CALL TO ORDER**

Chair Kline called the meeting to order at 9:33 a.m.

ITEM 2 **PUBLIC COMMENT**

No public comments were received.

ITEM 3 **APPROVE MINUTES OF THE TECHNICAL ADVISORY COMMITTEE MEETING OF NOVEMBER 15, 2023 AND RECEIVE THE POLICY COMMITTEE MINUTES OF NOVEMBER 16, 2023**

A motion was made by Mr. Ripstra, supported by Mr. Dowling, to approve the Technical Advisory Committee meeting minutes of November 15, 2023, and receive the Policy Committee meeting minutes of November 16, 2023, as presented. The motion carried unanimously.

ITEM 4 **AGENCY STATUS REPORTS**

Project status updates were presented by the City of Jackson, Jackson Area Transportation Authority, Jackson County Department of Transportation, Michigan Department of Transportation, Jackson County Airport, and Enterprise Group.

ITEM 5**APPROVAL OF AMENDMENTS TO THE JACTS FY 2023-2026
TRANSPORTATION IMPROVEMENT PROGRAM (TIP)**

The following amendments to the JACTS FY 2023-2026 Transportation Improvement Program (TIP) were submitted by Michigan Department of Transportation:

MICHIGAN DEPARTMENT OF TRANSPORTATION PROPOSED TRANSPORTATION IMPROVEMENT AMENDMENTS														
	Fiscal Year	Job no.	Phase	County	Project Name	Limits	Distance in miles	Primary Work Type	Project Description	Federal Budget	Federal Fund Source	State Budget	Total Phase Cost	Amendment Type
1	2025	219794	PE	Jackson	I-94BL	Various Trunkline Routes in Jackson TSC Area	0.12	Road Capital Preventive Maintenance	HMA Crack Treatment and Overband Crack Fill	\$14,733	ST	\$3,267	\$18,000	ADD
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8	2026	220361	PE	Jackson	I-94BL	Regionwide - Livingston, Jackson, and Clinton Counties	0	Traffic Safety	Recessing of special markings at intersections	\$9,000	VRU	\$1,000	\$10,000	ADD

A motion was made by Mr. O'Dowd, supported by Mr. Dowling, to approve the amendments to the JACTS FY 2023-2026 TIP as presented. The motion carried unanimously.

ITEM 6**APPROVAL OF THE JACTS 2024 MEETING SCHEDULE**

Ms. Liogghio notified the committee that the location of the June 19 meeting being changed due to Jackson City Hall offices being closed for Juneteenth. Mr. Kloha said that MDOT staff would not be able to attend due to the holiday. Mr. Gatz proposed moving the meeting back a week early to be on June 12 at Jackson City Hall, to which the committee agreed. A motion was made by Mr.

Ripstra, supported by Ms. Strach, to approve the JACTS 2024 Meeting Schedule with the proposed changes.

ITEM 7 **JACTS FY 2023 LIST OF FEDERALLY OBLIGATED PROJECTS**

Mr. Gatz reported that the Region 2 Planning Commission has made the JACTS FY 2023 List of Federally Obligated Projects report available. The report was included with the meeting packet.

ITEM 8 **UPDATING JACTS TAC BYLAWS**

A discussion was held for updating the bylaws of the JACTS TAC. Mr. Gatz proposed several changes and updates to the bylaws, to which feedback was provided by other members of the committee. These revisions will be presented at the January meeting.

ITEM 9 **OTHER BUSINESS**

Mr. Gatz provided an update for the JACTS 2050 Long Range Transportation Plan. The plan was approved at the December 6, 2023 Region 2 Planning Commission Executive Committee meeting and was sent to MDOT who will then send it to FHWA. Completion of this plan will ensure the Jackson MPO funding for the next five years.

ITEM 10 **PUBLIC COMMENT**

No public comment was received.

ITEM 11 **ADJOURNMENT**

There being no further business, Chair Kline adjourned the meeting at 10:19 a.m.

Brett Gatz, Recording Secretary
Region 2 Planning Commission

To: JACTS Technical Advisory and Policy Committees
DATE: January 9, 2024
FROM: Jon H. Dowling, P.E.
SUBJECT: TIP Project Status

2022

Greenwood at High Signal - Signal replacement with new mast arm signal. HRC is the consultant on the project. J Ranck Electric is the contractor. Pole fabrication started the first week of December, after fabrication they need galvanizing and painting. Anticipating the poles will be installed in spring 2024.

West Avenue Signals at Franklin, Washington and Morrell with Ganson and Elm Signal - Reconstruct Signals on West Ave at Franklin and Morrell with Signal at Ganson and Elm. Contractor is Wright Electric Co.

- a. At West and Morrell, the relocation of AT&T aerial wires to underground is next task on critical path. AT&T has installed the underground conduit on Morrell and pulled the wires splicing needs to be completed and removal of old cables prior to finishing the signals. Speed radar detectors and signs are complete.

2024

Elm Avenue: North to Floral – Pavement Replacement and sidewalk and ramp repairs. Rowe Professional Services is consulting on this project. Project is all approved for obligation and is waiting for letting.

High Street: Executive to South – Crush and shape existing HMA material and repave with two courses of HMA. Rowe Professional Services is consulting on this project. Project is all approved for obligation and is waiting for letting.

Lansing Avenue Corridor Safety Enhancements (North) – Enhance existing box span signal at Lansing-Ganson intersection, realign and reconstruct Lansing-Steward intersection, modernize signals to box span at Jackson-Ganson and Lansing-North intersections. Hubble, Roth & Clark (HRC) is consulting on this project. Project is all approved for obligation and is waiting for letting.

Lansing Avenue Corridor Safety Enhancements (South) – Modernize signals to box span at Lansing-Clinton and Lansing-Monroe intersections and install ped warning signing at Lansing-Backus and Clinton-Monroe intersections. Hubble, Roth & Clark (HRC) is consulting on this project. Project is all approved for obligation and is waiting for letting.

MLK Equality Trail, Prospect to MLK Jr Drive - Reconstruct trail with 12' wide concrete pavement. Hubble, Roth & Clark (HRC) is consulting on this project. Project is all approved for obligation and is waiting for letting.

2025

Lansing Avenue: Steward to Clinton – Reconstruct roadway with reduction from four lanes to three and realignment of Lansing-Clinton intersection. Hubble, Roth & Clark (HRC) is consulting on this project. The project is currently in design.

Martin Luther King Jr. Dr.: South St to Morrell – Reconstruct roadway with reduction from three lanes to two lanes with parking on both sides and multi-use path on west side. Hubble, Roth & Clark (HRC) is consulting on this project. The project is currently in design.

MLK Equality Trail, MLK Jr Drive to Merriman with Connector to Elmdale Trail – Reconstruct trail with 12' wide concrete pavement and construct connector to Ella Sharp Park Elmdale Trail. Hubble, Roth & Clark (HRC) is consulting on this project. The project is currently in design.

High St, Losey Ave and Morrell St bridges over the Grand River – Capital Preventive Maintenance work on the three bridges. Great Lakes Engineering is consulting on this project. The project is currently in design.



Jackson County Department of Transportation

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

Keeping Our Community Safely in Motion...



Memorandum

Date: January 9, 2024

To: Mr. Brett Gatz
Region 2 Planning Commission

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

CC: Charles W. Briner, PE
Senior Civil Engineer

RE: January JACTS Update

We would like to provide the following update regarding our projects that are on the Transportation Improvement Program (TIP) for FY 2022, 2023, and 2024.

Fiscal Year 2022

U.S. Economic Development Administration (EDA) Grant Project

County Farm/Springport Corridor Improvements and Jackson Technology Park North Construction

- Project is currently 90% completed. Sidewalk will be completed in the spring once Comcast removes fiber. Signals planned to commence beginning of February.
- County Farm Road is open to traffic.

HRRR & HSIP Funding – MDOT Safety Grant Projects

JN 211779 Countywide Horizontal Curve Signing (West and Northeast) – CONSTRUCTION

JN 211851 Countywide LED Stop Signs

All horizontal curve signs installed and waiting for LED signs to arrive with an anticipated completion end of January.

JN 213875 N. Stony Lake Road, Seymour Road, and Race Road Tree Removal

All paint and sign work completed. Additional tree work on Race road scheduled for early January.

JN 214462 Countywide Horizontal Curve Signing (Southeast)

JN 214463 Countywide LED Stop Signs

JN 214464 Countywide High Friction Surface Treatment and LED Stop Signs

Horizontal Curve Signing 100% Complete

High friction course completed at all four intersections.

Waiting for LED signs to arrive with an anticipated completion end of January.

Fiscal Year 2023

HRRR & HSIP Funding – MDOT Safety Grant Projects

JN 213879 Dearing Road and Jefferson Tree Removal

Construction planned to start Mid-February

JN 219215 130 Miles of Center Line & edge line pavement markings

Project was in the November letting and scheduled to begin Spring/Summer of 2024

JN 213984 Springport Road and Minard Road Compact Roundabout

Project was in the January letting and came in 16.17% over the engineers estimate

JN 214064 Horton Road (Ferguson Road to Weatherwax Drive) Road Safety Audit

JN 214065 Moscow Road Intersections Road Safety Audit

OHM has been awarded the Horton Road RSA with a Kickoff meeting scheduled for early-January

AECOM has been awarded Moscow Road RSA with a final report due in mid-January

MDOT Local Bridge Program

JN 209883 S. Jackson Bridge Replacement

Road is open to traffic. Remaining HMA will be paved in the Spring of 2024 .

STUL (Urban) Federal Aid Projects

JN 214664 and 216635 Signal Modernization Project at Multiple Intersections

Intersections Include:

Lansing Avenue and Parnall Road

Badgley Road and Horton Road

McCain Road and Robinson Road

Project was in the January letting and came in -4.96% under the engineers estimate

STL (Rural) Federal Aid Project

2023 PM Project – Sharon Valley Road from Austin Road to Washtenaw County Line

All work is completed and now open to traffic

Fiscal Year 2024

HRRR & HSIP Funding – MDOT Safety Grant Projects

JN 211703 Compact Roundabout at Horton Road and Springbrook Road

The Michigan State Historic Office found that the project would have an adverse effect on the archeological sites that were found. JCDOT is currently working with the Michigan SHPO and MDOT to mitigate the adverse effects of the site so that the project can be constructed.

Transportation Alternatives Program (TAP) Grant – Shared-use Pathway Project

JN 210635 Mike Levine Lakelands Trail Extension

Alternate trail route along Lansing Ave and Parnall Road are has been redesigned by Mannik & Smith Group. Draft plans are currently under review.

STUL (Urban) Federal Aid Projects

JN 216519 Napoleon Rd; Reynolds Rd; Blackman Rd; Hoyer Rd Overlay

Preparing bid package and scheduling GI Meeting.

HRRR & HSIP Funding – MDOT Safety Grant Projects

JN 217971 Michigan Ave; Seymour Rd; Wolf Lake Rd; Fay Lake Rd Tree Removal

Preparing bid package and scheduling GI Meeting.

JN 217971 W. Michigan Ave and McCain Rd Tree Removal

Preparing bid package and scheduling GI Meeting

JN 217935 Signal Backplates

Currently in design and Preparing bid package.

JN 218025 Norvell Rd, Springport Rd and Moscow Rd

Currently in design and Preparing bid package.

JN 219913 Horizontal Curve Signage and Mumble Strips

Project consists of horizontal signs for 127 curves located in Henrietta, Rives, Tompkins and Waterloo townships. Project also includes centerline mumble strips for County Farm Rd, South St, and W. Michigan Ave. Currently in design and Preparing bid package.

JN 218038 Napoleon and Western Schools Road Safety Audit

AECOM has been awarded Moscow Road RSA with a final report due in mid-January



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
JACKSON TRANSPORTATION SERVICE CENTER

BRADLEY C. WIEFERICH, P.E.
DIRECTOR

January 5, 2024

Construction:

I-94 at Elm Road, Lansing Ave. and West Ave. (US-127) reconstruction, also includes resurfacing on US-127 (I-94 to Parnall) – Clean up, signing, turf establishment and other various items of work remain.

I-94 from M-60 to Calhoun County line – Reconstruction from M-60 to Michigan Ave, major rehabilitation from Michigan Ave to Calhoun County line – (2022-2025 construction). I-94 traffic is in its normal configuration. Miscellaneous drainage work will occur away from the roadway near Parma Road.

Cooper Street (M-106) signing upgrade from near Michigan Ave to the Jackson/Ingham County line – Construction to occur from October 2023 until March 2024.

Cooper (M-50/US-127BR) over abandoned RR, north of High and south of Morrell – Preventative maintenance bridge repairs. 2024 construction.

Traffic signal modernization on Cooper Street and MLK (Washington, Glick, Ganson, Leroy, Parnall, South, Morrell, & High. MLK at Ganson.) – Work began near January 4th.

Martin Luther King Jr. Drive (Old M-106) from Louis Glick to Cooper – Preventative maintenance resurfacing and sidewalk ramps. 2024 construction.

M-50 from East of Clinton Way to M-99 – Preventative maintenance chip seal with fog seal. 2024 construction.

US-127 Freeway Signing Upgrade (Floyd Ave to I-94) – Work underway and will continue into 2024.

Cooper Street (M-106) bridge replacement in downtown Jackson south of train station and Louis Glick (I-94BL) deck replacement near Mechanic Street – 2024/2025 Construction.

Design:

US-127 northbound ramp to Westbound I-94 – Safety project. High friction surface treatment. 2025 Construction.

US-127 Freeway Signing Upgrade (Parnall to Ingham County Line and M-50 to I-94) – 2025 Construction.

US-127 at Jefferson Road – Bridge repairs. 2025 Construction.

US-127 (Henry to near Ingham Co Line) – Maintenance resurfacing and bridge repairs at Huntoon Creek, Berry Road, Grand River and Territorial Road bridges. 2025 construction.

M-106 over Portage River – Bridge repairs. 2025 construction.



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
JACKSON TRANSPORTATION SERVICE CENTER

BRADLEY C. WIEFERICH, P.E.
DIRECTOR

Cooper Street (M-106) from Michigan Ave to North Street – Preventative maintenance resurfacing and sidewalk ramps. 2026 construction.

M-99 in the Village of Springport – Road rehabilitation and drainage improvements. 2026 construction.

I-94 BL/E. Michigan Ave (Dwight to US-127) – Reconstruction. 2028 construction.

JACTS TECHNICAL ADVISORY COMMITTEE 2024 MEETING SCHEDULE

JACTS Technical Advisory Committee meetings are held at 9:30 a.m. at Jackson City Hall, 161 W. Michigan Avenue, 10th Floor, Jackson, Michigan (Wednesday prior to Policy Committee every month):

January 17, 2024
February 14, 2024
March 20, 2024
April 17, 2024
May 15, 2024
June 13, 2024**
July 17, 2024
August 1, 2024
September 18, 2024
October 16, 2024
November 20, 2024
December 18, 2024

JACTS POLICY COMMITTEE 2024 MEETING SCHEDULE

JACTS Policy Committee meetings are held at 8:00 a.m. at the Jackson County Tower Bldg., 120 W. Michigan Avenue, 5th Floor, Jackson, Michigan:

January 18, 2024
February 15, 2024
March 21, 2024
April 18, 2024
May 16, 2024
June 20, 2024
July 18, 2024
August 15, 2024
September 19, 2024
October 17, 2024
November 21, 2024
December 19, 2024

**** Due to Jackson City Hall offices being closed on June 19, this meeting will be held on the Thursday prior to the June Policy Committee meeting.**

120 West Michigan Avenue • 9th Floor • Jackson, MI 49201

Phone: (517) 788-4426 • Fax: (517) 788-4635

**JACKSON AREA COMPREHENSIVE TRANSPORTATION STUDY
POLICY COMMITTEE BYLAWS**
(Revised January 2024)

ARTICLE I. NAME OF ORGANIZATION

The name of the organization shall be the Jackson Area Comprehensive Transportation Study (JACTS) Policy Committee, an Inter-Municipality Committee established under Act 200 of 1957 of the Public Acts of Michigan, and shall be hereinafter referred to as the "Policy Committee".

ARTICLE II. PURPOSE AND RESPONSIBILITY

Section 1. Purpose. The Policy Committee is established to provide coordinated leadership and direction for the development and conduct of the continuing, cooperative, and comprehensive (3-C) transportation planning process in accordance with and to implement the provisions of the applicable sections of the Federal Highway Act of 1962, the Urban Mass Transportation Act of 1964, and successive legislation and regulations to these Acts. The Policy Committee shall constitute a forum of cooperative transportation decision making by principal elected officials of general purpose local governments organized to develop area-wide multi-modal transportation plans and programs.

Section 2. Responsibility. The Policy Committee shall develop transportation plans and programs for the Jackson urban area by coordinating local, county, regional, and state plans and programs. The study area is defined by the adopted Metropolitan Area Boundary, or MAB, which encompasses all of Jackson County. The Policy Committee will be assisted in its work by the Technical Advisory Committee and Region 2 Planning Commission staff.

ARTICLE III. MEMBERSHIP

Section 1. General. The membership of the Policy Committee shall consist of a duly appointed representative from each local unit of government comprising the **Jackson** Urbanized Area as defined by the ~~2000~~ **2020** U.S. Census (this would include cities and townships) and one (1) representative from the Michigan Department of Transportation.

Section 2. New Members. New members and non-voting members may be added to the Policy Committee upon approval of the majority of the representatives present at any meeting where such membership is proposed. The addition of a voting member to the Policy Committee constitutes a change in the bylaws and the appropriate procedure must be followed.

Section 3. Voting Members. The Policy Committee will consist of agencies within the Jackson Urbanized Area. Voting members (~~units/agencies~~) shall consist of **one (1) representative (unless otherwise noted) from** the following ~~units/agencies~~:

1. Jackson County ~~Read Commission~~ **Department of Transportation**;
2. City of Jackson (2 **representatives**);
3. Region 2 Planning Commission **Executive Committee (appointed by the Executive Committee; must be a resident of Jackson County)**;
4. Michigan Department of Transportation – **Lansing Office**;
5. Jackson **Area** Transportation Authority;
6. Jackson County Airport – Reynolds Field;
7. Jackson County Board of Commissioners;
8. Blackman Charter Township;
9. Leoni Township;
10. Napoleon Township;
11. Sandstone **Charter** Township;
12. Spring Arbor Township;
13. Summit Township; and
14. JACTS Technical Advisory Committee (**Chair or Vice-Chair**).

Section 4. Non-Voting Members. Non-voting members of the Policy Committee shall consist of the Federal Highway Administration – **Michigan** Division staff member assigned to JACTS.

Section 5. Alternate Representatives. Each member of the Policy Committee may designate, by name and in writing, one alternate representative. A listing of alternate representatives will be maintained and kept current. Alternates of voting members will be eligible to vote only in the absence of that member; however, alternates are encouraged to attend all meetings and stay up-to-date on Committee business.

ARTICLE IV. OFFICERS

Section 1. General. The Policy Committee shall have two officers consisting of a Chairperson and a Vice-Chairperson.

Section 2. Duties of the Chairperson. The Chairperson will preside over all meetings of the Committee, appoint such committees as shall be deemed necessary, appoint standing committees with the approval of the voting membership, and perform such duties as may be delegated by the membership. The Chairperson shall have the full right to propose motions and vote on all motions and resolutions. The Chairperson shall be an ex-officio member on

all committees, if not otherwise assigned as a member of a subcommittee.

Section 3. Duties of the Vice-Chairperson. The Vice-Chairperson shall preside and exercise all of the duties of the Chairperson in their absence. Should neither the Chairperson nor the Vice-Chairperson be present at a meeting, **the Recording Secretary (as defined in Article V) shall perform the duties of the Chair. If the Recording Secretary so chooses,** a temporary Chairperson shall be elected by a majority of the members present.

Section 4. Election of Officers. These positions shall be filled at the discretion of the Committee membership, by a majority vote, at the first meeting of the calendar year.

Section 5. Vacancy of Office. If a vacancy occurs in any office during the year, the membership may fill the vacancy at any regular meeting by a simple majority vote of those present.

Section 6. Terms of Office. The terms of office shall be for one calendar year or until a successor is elected.

ARTICLE V. RECORDING SECRETARY

The Recording Secretary of the Policy Committee shall keep a record of all transactions, resolutions, and findings and shall distribute notifications and agendas of meetings to committee members at least five (5) working days prior to their occurrence. Minutes of the ~~Technical Advisory~~ **Policy** Committee shall be distributed, by the Recording Secretary, to all Policy Committee members. The Recording Secretary shall be a member of the JACTS staff. **The Recording Secretary shall perform the duties of the Chair in the absence of both the Chairperson and Vice-Chairperson (as defined in Article IV, Section 3).**

ARTICLE VI. SUBCOMMITTEES/ADVISORY COMMITTEES/TASK FORCES

Section 1. Establishing Subcommittees/Advisory Committees/Task Forces. The Policy Committee may establish such subcommittees, advisory committees, and/or task forces as it deems necessary and appropriate. This includes any standing subcommittees already in existence and any other special subcommittees established to address specific functional areas or individual issues as deemed appropriate.

ARTICLE VII. MEETINGS AND AGENDAS

Section 1. Regular Meetings. The schedule of regular meetings of the Policy Committee for each calendar year shall be established at the final meeting

of the previous calendar year. These meetings shall take place at a time and location established by the Policy Committee.

Section 2. Special Meetings. Special meetings may be called by the Chairperson, by a majority vote of the membership, or upon written request to the Chairperson by three (3) or more representatives of voting members of the Policy Committee.

Section 3. Changes in Meetings. In the event that a regular meeting falls on a holiday, or needs to be changed due to other circumstances, a substitute meeting date may be set for the Policy Committee. A cancellation or change in the date of a scheduled meeting shall be communicated to the members as promptly as possible.

Section 4. Open Meetings. All Policy Committee meetings shall be open to the public and shall be held in conformance with Act 267 of the Public Acts of Michigan of 1976, as amended, known as the "Open Meetings Act".

Section 5. Notices of Meetings. Notices of all regular meetings, including agenda, will be mailed, or communicated via electronic or another medium, to members no later than five (5) days prior to the meeting. Notices of special meetings may be communicated to the representatives by electronic media or telephone. Notices of special meetings may be communicated to the representatives within a shorter time frame than five (5) days, but in no event shall such notice be provided less than 18 hours before a special meeting.

Section 6. Agenda. An agenda shall be provided to Committee members as provided for in Section 5. above. The Chairperson has the responsibility to determine the draft agenda. Responsibility for determining and setting the agenda may be delegated by the Chairperson to the JACTS agency staff.

Section 7. Order of Business. The order of business for regular Policy Committee meetings shall be as follows:

1. Call to Order
2. Introductions (if necessary)
3. Public Comment
4. Election of Officers (if applicable)
5. Approval of the Minutes
6. Status Updates of Individual Agencies
7. Old Business
8. New Business

- 9. Other Business
- 10. **Public Comment**
- 11. Adjournment

ARTICLE VIII. RULES.

- Section 1. General.** Except where specific rules and procedures are set forth herein, Robert's Rules of Order shall govern all meetings.
- Section 2. Quorum.** A quorum shall be required before any formal action can be taken on agenda items. ~~A simple majority of the voting membership (as defined in Article II, Section 1)~~ **The presence of one-third (1/3) of the fifteen (15) voting members** shall constitute a quorum for the purpose of conducting business. **If a quorum is present at any time during the meeting, a quorum shall be considered to exist throughout the meeting.**
- Section 3. Actions by the Policy Committee.** Except where otherwise specifically stated, formal adoption of a motion, resolution, or other action shall be with the assent of a simple majority of those present at the meeting, with at least a quorum of the voting membership present at such meeting. Any item not included on the agenda as provided in advance requires a two-thirds (2/3) majority of those present at the meeting.
- Section 4. Advisory Actions.** The Policy Committee may be polled by telephone, electronic, or other means on advisory matters. If such a poll is taken, a record of the results shall be presented at the next scheduled meeting.

ARTICLE IX. AMENDMENT

- Section 1. Procedure of Amendment.** These bylaws may be altered, amended, added to, or replaced at any regular or special meeting of the Policy Committee by a majority vote of the voting membership. A copy of the proposed changes shall be filed with the Secretary at least ten (10) days prior to the meeting where such action is proposed to be taken. The Secretary shall provide a copy of the proposed changes to each member the Policy Committee so that they will have them at least five (5) days prior to the meeting.
- Section 2. Continuation and/or Conflict.** These bylaws will remain in full force and effect until such time as amendments are made and approved, or until such time as the Bylaws are found to be in conflict with the laws or regulations of the State of Michigan or the United States of America.

JACTS Policy Committee Bylaws
Page 6

Approved by action of the JACTS Policy Committee on: _____



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
LANSING

BRADLEY C. WIEFERICH, P.E.
DIRECTOR

October 17, 2023

Dear Metropolitan Planning Organization Director:

The Michigan Department of Transportation (MDOT) is pleased to provide you with the state targets for the federally required safety performance measures for calendar year 2024. MDOT appreciates the efforts your Metropolitan Planning Organization (MPO) has made to participate in the coordination process for the safety performance measure.

State Safety Targets for Calendar Year 2024:

Safety Performance Measure (5 year rolling average)	Baseline Condition (2018-2022)	2024 Targets (2020-2024)
Fatalities	1,061.6	1,109.2
Fatality Rate Per 100 million Vehicle Miles Traveled (VMT)	1.099	1.152
Serious Injuries	5,681.8	5,785.0
Serious Injury Rate per 100 million VMT	5.863	5.999
Nonmotorized Fatalities and Serious Injuries (Pedestrian and Bicycle)	734.0	710.8

Federal Law and regulations require that MPOs establish targets not later than 180 days after the State Department of Transportation establishes and reports state safety targets in the State Highway Safety Improvement Program (HSIP) annual report. MDOT submitted Michigan's HSIP annual report on August 31, 2023. MPOs are now required to decide on their MPO safety targets for calendar year 2024 no later than February 27, 2024.

MPOs may support all the state safety targets, establish their own specific numeric targets for all the performance measures, or may support the state safety target for one or more individual performance measures and establish specific numeric targets for the other performance measures. Enclosed is a report documenting the background and analysis for the development of the safety targets.

Metropolitan Planning Organization Director
Page 2
October 17, 2023

Thank you for your participation in the performance measure coordination process.

If you have questions, please contact either me, or John Lanum, Supervisor, Statewide Planning Section, at 517-243-3554 or LanumJ@michigan.gov.

Sincerely,

A handwritten signature in dark ink, appearing to read "Don Mayle", is positioned above the printed name.

Don Mayle, Manager
Statewide Planning Section

Enclosure

cc: J. Lanum, MDOT
A. Pickard, FHWA
D. Parker, MDOT
E. Kind, MDOT
M. Bott, MDOT
K. Travelbee, MDOT
T. White, MDOT
M. Toth, MDOT
C. Newell, MDOT

Albion 2020 Proposed ACUB

2020 Census Urban Area (CUA)

City or Village with CUA Overlap

2020 Census Blocks

Township

City or Village

Lakes and Streams

ACUB (Proposed)

Road

Railroad

N

00.51 Miles

MDOT

Michigan Department of Transportation

All data used in this map can be obtained from the State of Michigan GIS Open Data website or at Census.gov

