

JACKSON AREA COMPREHENSIVE TRANSPORTATION STUDY (JACTS) POLICY COMMITTEE MEETING

*Thursday, February 15, 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. Approve Minutes of the Policy Committee Meeting of January 18, 2024, and Receive the Minutes of the Technical Advisory Committee Meeting of January 17, 2024 (see enclosures) – **ACTION**
5. Agency Status Reports – **DISCUSSION**
 - City of Jackson (enclosed)
 - Jackson Area Transportation Authority (enclosed)
 - Jackson County Department of Transportation (enclosed)
 - Michigan Department of Transportation (enclosed)
 - Jackson County Airport-Reynolds Field (not provided)
 - Enterprise Group (<http://www.enterprisegroup.org>)
5. Approval of Amendments to the JACTS FY 2023–2026 Transportation Improvement Program (TIP) (see enclosures) – **ACTION**
 - City of Jackson
 - Jackson Area Transportation Authority
6. Approval of the updated JACTS TAC and Policy Committee Bylaws (see enclosures) – **ACTION**
7. Other Business
 - FY 2023 MDOT Highway Program Accomplishments (see enclosure) – **DISCUSSION**
8. Public Comment
9. Adjournment

MINUTES

JACTS POLICY COMMITTEE

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

Thursday, January 18, 2023

Present: Heather Bowden, MDOT – Lansing Office
Charlie Briner, JCDOT
Jon Dowling, JACTS TAC
Jonathan Greene, City of Jackson
David Herlein, Spring Arbor Township
Pete Jancek, Blackman Charter Township
Mike Overton, Jackson County
Jason Pittman, MDOT – Jackson TSC
James Shotwell, Jackson County Commissioners
Mike Trudell, Summit Township

Public Present: None

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

ITEM 1 CALL TO ORDER

Mr. Hurt called the meeting to order at 8:04 a.m. A quorum was present.

ITEM 2 PUBLIC COMMENT

No public comments were received.

ITEM 3 ELECTION OF 2024 OFFICERS

Mr. Hurt called for a nomination of Chair and Vice-Chair for the JACTS Policy Committee to serve for calendar year 2024. A motion was made by Mr. Greene, supported by Mr. Overton, to nominate Mr. Shotwell as Chair. The motion carried unanimously.

A motion was made by Mr. Shotwell, supported by Mr. Greene, to nominate Mr. Jancek as Vice-Chair. The motion carried unanimously.

ITEM 4 APPROVE MINUTES OF THE POLICY COMMITTEE MEETING OF DECEMBER 21, 2023 AND RECEIVE THE TECHNICAL ADVISORY COMMITTEE MINUTES OF DECEMBER 20, 2023

A motion was made by Mr. Greene, supported by Mr. Jancek, to approve the Policy Committee meeting minutes of December 21, 2023, and receive the Technical Advisory Committee meeting

minutes of December 20, 2023, as presented. The motion carried unanimously.

ITEM 5 **AGENCY STATUS REPORTS**

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

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

Mr. Gatz notified the committee that the 2024 schedule has been updated to have the June TAC meeting be held on the 13th. A motion was made by Mr. Jancek, supported by Mr. Herlein, to approve the JACTS 2024 meeting schedule. The motion carried unanimously.

ITEM 7 **REVIEW DRAFT JACTS POLICY COMMITTEE BYLAWS**

Mr. Gatz presented a draft of the revised JACTS Policy Committee bylaws. Changes made reflected the discussion at the December meeting. No new discussion was given by the committee. Mr. Gatz stated the bylaws will go up for approval at the February meeting.

ITEM 8 **APPROVAL OF STATE SAFETY TARGETS FOR CALENDAR YEAR 2024**

A motion was made by Mr. Jancek, supported by Mr. Herlein, to approve the 2024 state safety targets. The motion carried unanimously.

ITEM 9 **APPROVAL OF THE PROPOSED 2020 ALBION ADJUSTED CENSUS URBAN BOUNDARY**

A motion was made by Mr. Trudell, supported by Mr. Jancek, to approve the 2020 Albion Adjusted Census Urban Boundary. The motion carried unanimously.

ITEM 10 **OTHER BUSINESS**

- Mr. Jancek mentioned a broken electrical box at the intersection of North St. and West Ave.
- Ms. Bowden informed the committee that funds from the FY 2025 Federal Buyout Program were pulled back.

ITEM 10 **PUBLIC COMMENT**

No public comments were received.

ITEM 11 **ADJOURNMENT**

There being no further business, Chair Shotwell adjourned the meeting at 8:27 a.m.

Brett Gatz, Recording Secretary
Region 2 Planning Commission

MINUTES

JACTS TECHNICAL ADVISORY COMMITTEE

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

Wednesday, January 17, 2024

Present: Charlie Briner, JCDOT
Robert Caldwell, JCDOT
Jon Dowling, City of Jackson
Angie Kline, JCDOT
Mark Kloha, MDOT – Lansing Office
Alex Masten, Enterprise Group
Jason Pittman, MDOT – Jackson TSC
Andrea Strach, MDOT – University Region
Troy White, City of Jackson

Public Present: None

Staff Present: Brett Gatz, Region 2 Planning Commission
Jacob Hurt, Region 2 Planning Commission
Jill Liogghio, Region 2 Planning Commission
Zack Smith, Region 2 Planning Commission

ITEM 1 **CALL TO ORDER**

Mr. Gatz called the meeting to order at 9:32 a.m.

ITEM 2 **PUBLIC COMMENT**

No public comments were received.

ITEM 3 **ELECTION OF 2024 OFFICERS**

Mr. Gatz called for a nomination of Chair and Vice-Chair for the JACTS Technical Advisory Committee to serve for calendar year 2024. A motion was made by Mr. White, supported by Mr. Briner, to nominate Ms. Kline as Chair and Mr. Dowling as Vice-Chair. The motion carried unanimously.

ITEM 4 **APPROVE MINUTES OF THE TECHNICAL ADVISORY COMMITTEE MEETING OF DECEMBER 20, 2023 AND RECEIVE THE POLICY COMMITTEE MINUTES OF DECEMBER 21, 2023**

A motion was made by Mr. White, supported by Mr. Briner, to approve the Technical Advisory Committee meeting minutes of December 20, 2023, and receive the Policy Committee meeting minutes of December 21, 2023, as presented. The motion carried unanimously.

ITEM 5 **AGENCY STATUS REPORTS**

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

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

Mr. Gatz notified the committee that the 2024 schedule has been updated to have the June TAC meeting be held on the 13th. A motion was made by Mr. White, supported by Mr. Briner, to approve the JACTS 2024 Meeting Schedule. The motion carried unanimously.

ITEM 7 **REVIEW DRAFT JACTS TAC BYLAWS**

Mr. Gatz presented a draft of the revised JACTS TAC bylaws. Changes made reflected the discussion at the December meeting. No new discussion was given by the committee. Mr. Gatz stated the bylaws will go up for approval at the February meeting.

ITEM 8 **APPROVAL OF STATE SAFETY TARGETS FOR CALENDAR YEAR 2024**

Mr. Kloha presented MDOT's state safety targets for calendar year 2024. A motion was made by Mr. Dowling, supported by Mr. Briner, to approve the 2024 state safety targets. The motion carried unanimously.

ITEM 9 **APPROVAL OF THE PROPOSED 2020 ALBION ADJUSTED CENSUS URBAN BOUNDARY**

A motion was made by Mr. White, supported by Mr. Briner, to approve the 2020 Albion Adjusted Census Urban Boundary. The motion carried unanimously.

ITEM 10 **OTHER BUSINESS**

- Mr. Kloha stated that a meeting for the JACTS FY 2025 Urban Work Program will take place in February.
- Mr. Gatz asked the committee about traffic count data for 2023 that was requested by MDOT. Both Ms. Kline and Mr. Dowling stated that their respective agencies will provide R2PC with their traffic count data.
- Mr. Dowling asked the committee about NFC reclassification and if a meeting will be held for that. A discussion by the committee later ensued about funding amounts for road projects.

ITEM 11 **PUBLIC COMMENT**

No public comment was received.

ITEM 12 **ADJOURNMENT**

There being no further business, Chair Kline adjourned the meeting at 10:08 a.m.

Brett Gatz, Recording Secretary
Region 2 Planning Commission

To: JACTS Technical Advisory and Policy Committees
DATE: February 5, 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. **Poles arrived and have been set, arms installed and lights are now being mounted.**

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.

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. **Project was in the February letting with Michigan Paving and Materials the as read low bidder being 13.05% under engineers estimate.**

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 was in the February letting with Michigan Paving and Materials the as read low bidder being 13.05% under engineers estimate.**

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.



2350 East High Street
Jackson, Michigan 49203-3490
517.787.8363

PROJECT REPORT

January 2024

1. Grants – Nothing new to report

2. Vehicle Procurements –

Secured \$239,833 in funding from the '22 Carbon Reduction Program – funds will be used to purchase 2-3 replacement vans.

3. Bus & Bus Components – Nothing new to report

4. Facility Upgrades – Awarded Flooring Replacement RFP to Lansing Tile & Mosaic



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: February 14, 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 will be shipped end of March, but may spill into April.
- 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

Complete

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

Complete

JN 214462 Countywide Horizontal Curve Signing (Southeast)
JN 214463 Countywide LED Stop Signs
JN 214464 Countywide High Friction Surface Treatment and LED Stop Signs
Complete

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

Waiting for award and schedule pre-construction meeting in the near future

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

JN 214065 Moscow Road Intersections Road Safety Audit

Horton Road RSA Kickoff meeting held in early-January

Moscow Road RSA draft report currently under review

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

Waiting for award and schedule pre-construction meeting in the near future

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. Working with Consumers on finalizing the license agreement for the proposed path and has authorized tree and brush clearing to begin on mid-February

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

Napoleon and Western School RSA draft report currently under review



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TRANSPORTATION
JACKSON TRANSPORTATION SERVICE CENTER

BRADLEY C. WIEFERICH, P.E.
DIRECTOR

February 2, 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.

January 31, 2024

Jacob Hurt, Executive Director
Region 2 Planning Commission
120 W. Michigan Avenue
Jackson MI 49201

Re: FY 2024 TIP Amendment

Dear Mr. Hurt:

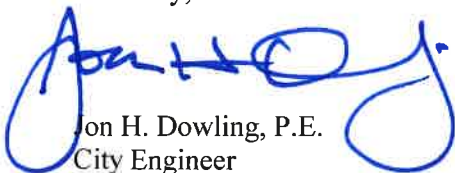
The City of Jackson is hereby requesting approval from the Region 2 Planning Commission, JACTS Technical Advisory & JACTS Policy Committees concerning the following Transportation Improvement Program (TIP) Amendments for FY 2023-2026:

FY	Job No.	Project	Project Description	Length	Funding	Action
2024	218256	Lansing Avenue, Clinton Road, Monroe Street and Backus Street Safety Improvements	Reconstruct traffic signals with new mast arm signals and other safety improvements.	0.000	Federal (HSIP) \$522,606.40 City \$130,651.60	Add
2024	218279	Lansing Avenue and Ganson Street Safety Improvements	Reconstruct traffic signals with new mast arm signals and other safety improvements.	0.000	Federal (HSIP) \$529,758.40 City \$132,439.60	Add

This is to amend the current TIP to accommodate additional federal Highway Safety Improvement Program (HSIP) Funds.

Thank you for your assistance with this request. If you have any questions or need additional information, please contact me at (517) 788-4160.

Sincerely,



Jon H. Dowling, P.E.
City Engineer

C: Jonathan Greene, City Manager
Troy R. White, P.E., Assistant City Engineer

January 31, 2024

Jacob Hurt, Executive Director
Region 2 Planning Commission
120 W. Michigan Avenue
Jackson MI 49201

Re: FY 2025 TIP Amendment

Dear Mr. Hurt:

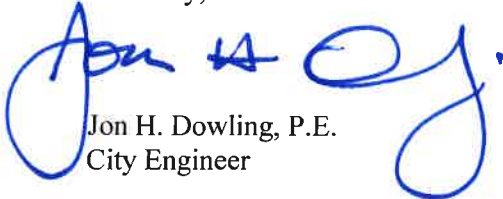
The City of Jackson is hereby requesting approval from the Region 2 Planning Commission, JACTS Technical Advisory & JACTS Policy Committees concerning the following Transportation Improvement Program (TIP) Amendments for FY 2023-2026:

FY	Job No.	Project	Project Description	Length	Funding	Action
2025	_____	Morrell Street at Brown Street, and Morrell Street at Wisner Street Signal Modernization	Reconstruct traffic signals with new mast arm signals.	0.000	Federal (HSIP) \$625,699.80 City \$69,522.20	Add

This is to amend the current TIP to accommodate additional federal Highway Safety Improvement Program (HSIP) Funds.

Thank you for your assistance with this request. If you have any questions or need additional information, please contact me at (517) 788-4160.

Sincerely,



Jon H. Dowling, P.E.
City Engineer

C: Jonathan Greene, City Manager
Troy R. White, P.E., Assistant City Engineer

To:	Jill Liogghio
From:	Patrick O'Dowd, Government and Community Relations Manager, Jackson Area Transportation Authority
Date:	1/30/24
Subject	Request to add JN 220815 to the TIP

1. The Jackson Area Transportation Authority (JATA) is requesting the Region 2 Planning Commission approve JN 220815 to be added on the 2023-2026 TIP. JATA is requesting the federal amount to be \$191,866 and the state funding for this project to be \$47,967 for a total of \$239,833. The table below shows the specific project information JATA would like added to the TIP.

Fiscal Year	Project Name	Limits	Primary Work Type	Project Description	Federal Cost	Federal Funding Source	State Cost	Total Project Cost
2024	E. High St.	Area Wide	Capital	CRP -Van Replacement	\$191,866	FY2022 CRP	\$47,967	\$239,833

JACKSON AREA COMPREHENSIVE TRANSPORTATION STUDY (JACTS)
TECHNICAL ADVISORY COMMITTEE BYLAWS
(Revised January 2024)

ARTICLE I. PURPOSE AND RESPONSIBILITY

The purpose of the Jackson Area Comprehensive Transportation Study (JACTS) Technical Advisory Committee is to provide advice, recommendations, and assistance to the JACTS Policy Committee, concerning the technical aspects of the development and conduct of the continuing, cooperative, and comprehensive transportation planning process in accordance with, and to implement the provisions of, the applicable sections of the Federal Highway Act of 1962 and the Urban Mass Transportation Act of 1964, as amended, and their successors.

The primary function of the JACTS Technical Advisory Committee shall be to:

1. Provide a forum for staff level coordination for transportation planning matters in the Jackson urban area;
2. Provide technical assistance, advice, and recommendations to the JACTS Policy Committee;
3. Develop and update comprehensive transportation plans and programs;
4. Review and comment on transportation plans and programs which have significant social, economic, or environmental impacts;
5. Review and comment on the transportation impact of land use plans and programs and other related factors;
6. Conduct required public hearings and provide for public involvement in the formulation of transportation plans.

ARTICLE II. MEMBERSHIP

By the nature of its duties, the JACTS Technical Advisory Committee is intended to have a flexible size, giving it the ability to enlist a wide range of technical expertise.

Section 1. Voting Members. Voting membership is authorized as follows:

1. Three (3) staff representatives from the Jackson County ~~Road Commission~~ **Department of Transportation**;
2. Three (3) staff representatives from the City of Jackson;
3. One (1) staff representative from the Region 2 Planning Commission;
4. One (1) staff representative from the Michigan Department of Transportation – Lansing **Statewide Planning**;

JACTS Technical Advisory Committee Bylaws
Page 2

5. One (1) staff representative from the Michigan Department of Transportation – University Region;
6. One (1) staff representative from the Michigan Department of Transportation – Jackson Transportation Service Center;
7. One (1) staff representative from the Jackson Area Transportation Authority;
8. One (1) staff representative from Jackson County Airport – Reynolds Field;
9. One (1) staff representative from Active Jackson or the environmental health section of the Jackson County Health Department or the Jackson Fitness Council;
10. One (1) technical staff member representing all of the legally constituted governmental units in the Jackson urban area not mentioned above; and
11. One (1) staff representative from the Enterprise Group.

Each voting member shall have one vote.

Section 2. Non-Voting Members. Non-voting members of the Technical Advisory Committee shall be as follows:

1. The staff representative from the Federal Highway Administration – Michigan Division staff member who is assigned to JACTS.
2. The staff representative from the Federal Transit Administration who is assigned to JACTS.

Section 3. Alternate Representatives. Each member of the Technical Advisory 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.

Section 4. Other Members. Other members may be admitted to the Technical Advisory Committee upon approval of the majority of the members present at any meeting where such membership is proposed. Addition of a non-voting member shall not be considered to constitute a change in the bylaws. Addition of a voting member must follow procedures required by bylaw amendments.

ARTICLE III. OFFICERS

Section 1. Officers. Officers of the JACTS Technical Advisory Committee shall consist 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,

and 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 at meetings in the absence of the Chairperson and perform such other duties as may be delegated by the Chairperson or the membership and exercise all of the duties of the Chairperson in their absence. Should neither the Chairperson nor the Vice-Chairperson be present at the meeting, the Recording Secretary (as defined in Article IV) 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 the successor is elected.

ARTICLE IV. RECORDING SECRETARY

The Recording Secretary of the Technical Advisory 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 Committee shall be distributed, by the Recording Secretary, to all Technical Advisory 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 III, Section 3).

ARTICLE V. SUBCOMMITTEES/ADVISORY COMMITTEES/TASK FORCES

Establishing Subcommittees/Advisory Committees/Task Forces.

The Technical Advisory 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 VI. MEETINGS AND AGENDAS

- Section 1. Regular Meetings.** The schedule of regular meetings of the Technical Advisory 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 Technical Advisory 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 Technical Advisory 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 Technical Advisory 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 Technical Advisory 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 Technical Advisory

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 VII. 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 Technical Advisory 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 Technical Advisory Committee may be polled by telephone, electronically, 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 VIII. AMENDMENTS

Section 1. Procedure of Amendment. These bylaws may be altered, amended, added to, or replaced at any regular or special meeting of the Technical Advisory Committee through the approval of a majority of those present at

any meeting of the Committee. 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 of both the Technical Advisory and Policy Committees, so that they will have them at least five (5) days prior to the meeting. Amendments to the Technical Advisory Committee bylaws require Policy Committee approval.

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.

Approved by action of the JACTS Technical Advisory Committee on _____

Approved by action of the JACTS Policy Committee on _____

**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 ~~Road 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 – ~~Statewide Planning~~;
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 ~~be as follows:~~

1. ~~The staff representative from the Federal Highway Administration – Michigan Division staff member who is assigned to JACTS.~~
2. ~~The staff representative from the Federal Transit Administration who is 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.**

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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.

Approved by action of the JACTS Policy Committee on: _____

Highway Program Accomplishments FY 2023

Total Highway Program Investment
\$2.8 B

Economic Impact
34,176
Jobs were supported by the Highway Program.

Highway Program Delivery:
2,101 Miles of improved roads (lane miles), along with:
227 Bridges repaired or replaced.

Road Rehabilitation and Reconstruction (R&R)

\$1,413 M
Preconstruction and construction investment (Includes Non-Freeway Resurfacing Program and Freeway Resurfacing Program)

1,187 Miles
of improved roads (lane miles).

\$644 M
Rebuilding Michigan Investment

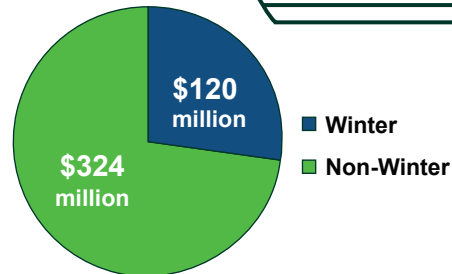
Road Capital Preventive Maintenance (CPM)

\$107 M
Preconstruction and Construction Activities

914 Miles
of improved roads (lane miles).

Routine Maintenance

\$444 M
Includes winter, surface, structure/bridge, sign, signal, shoulder, and roadside maintenance.



Bridges

\$476 M
Preconstruction and Construction Activities

96 Bridge replacement and rehabilitation.
131 Preventive maintenance, scheduled maintenance, and modernization.

Trunkline Modernization

\$7 M
Preconstruction and Construction Activities

System Operations

\$89 M
Includes intelligent transportation systems, traffic signals, commercial vehicle enforcement, traffic operation centers, Michivan, and Freeway Courtesy Patrol.

Other Programs

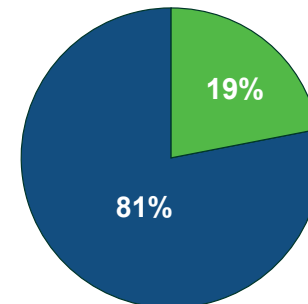
\$201 M
Includes miscellaneous programs (see back page for full list).

Traffic and Safety

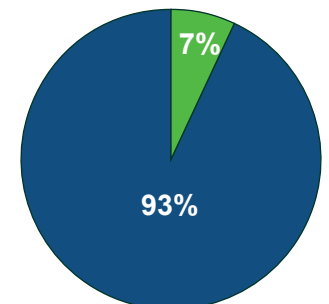
\$72 M
Includes signs, pavement markings, safety programs, traffic signals, and delineators.

System Condition

■ Good or Fair ■ Poor
2022 Trunkline Pavement Condition
(Based on RSL*)



2022 Freeway and Non-Freeway Bridge Condition
(Based on NBI*)



*Remaining Service Life

*National Bridge Inventory

FY 2023 Highway Program Breakdown

ROAD REHABILITATION AND RECONSTRUCTION (R&R)

Freeway Resurfacing Program (FRP)	\$32.3 M
Non-Freeway Resurfacing Program (NFRP)	\$45.7 M
R&R Program	\$1,336.3 M
R&R Total	\$1,413.3 M

ROAD CAPITAL PREVENTIVE MAINTENANCE (CPM)

CPM Total	\$106.5 M
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TRUNKLINE MODERNIZATION I-94 Detroit

Trunkline Modernization Total	\$6.7 M
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OTHER PROGRAMS

Capacity Improvement	\$43.5 M
Carpool Parking Lot Program	\$0.9 M
Discretionary	\$60.5 M
Freeway Lighting	\$0 M
Program Development/Scoping	\$12.9 M
Pump Station Rehabilitation	\$9.3 M
Railroad Crossings Program	\$4.9 M
Recreation Trails	\$0.3 M
Rest Area	\$6.8 M
State-Funded Required Programs	\$43.2 M
Training	\$10.7 M
Transportation Alternatives	\$6.2 M
Wetland Pre-Mitigation	\$1.7 M
Other Programs Total	\$201.0 M

BRIDGES

Big Bridge Program	\$6.4 M
Bridge - Blue Water Bridge	\$0.2 M
Bridge - Special Needs	\$55.7 M
Bridge Replacement and Preservation	\$181.1 M
Culverts - Capital	\$24.5 M
Bridges Total	\$475.9 M

TRAFFIC AND SAFETY

Delineators	\$0.4 M
Pavement Markings	\$27.3 M
Safety Programs	\$28.2 M
Signs	\$16.1 M
Traffic and Safety Total	\$72.0 M

ROUTINE MAINTENANCE

Non-Winter Maintenance	\$323.9 M
Winter Maintenance	\$119.7 M
Routine Maintenance Total	\$443.6 M

SYSTEM OPERATIONS

Commercial Vehicle Enforcement	\$0.0 M
Intelligent Transportation Systems - Capital	\$28.5 M
Intelligent Transportation Systems - Operations	\$27.2 M
Operations	\$9.5 M
Traffic Signal - New Signals	\$5.8 M
Traffic Signal Modernization	\$18.4 M
System Operations Total	\$89.3 M

FY 2023 HIGHWAY PROGRAM TOTAL

\$2,808.2 M