



March 12, 2026 Full Commission Meeting
Agenda

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

For further information, please contact Jacob Hurt, Executive Director at 517.768.6705

	<u>PAGE #</u>
1. Call to Order	
2. Approval of the March 12, 2026 Agenda – ACTION	
3. Public Comment	
4. Approval of the Full Commission Meeting Minutes for January 8, 2026 (see enclosure) – ACTION	3
5. Receipt of Payroll Expenses and Approval of Submitted Bills for March 12, 2026 (see enclosures) -- ACTION	5
6. Staff Progress Reports for January and February 2026 (see enclosures) – DISCUSSION	11
7. MPO/JACTS Update (see enclosures) – DISCUSSION	19
8. Tim Robinson, CEcD, Director of Operations, Lenawee Now – PRESENTATION	
9. Approval of Executive Director Travel to Duluth, MN, for National Outdoor Recreation Conference (see enclosure) – ACTION	21
10. Other Business	
11. Public Comment / Commissioners' Comments	
12. Adjournment	

The next Region 2 Planning Commission Full Commission meeting is scheduled for:

Thursday, May 14, 2026 at 2:00 p.m.
at Hillsdale City Hall, 97 N. Broad Street, Hillsdale, MI 49242

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

MEETING MINUTES

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

Thursday, January 8, 2026

I. Call to Order – Mr. Hurt called the meeting to order at 2:01 p.m. A quorum was present.

Attendance:

Adams	Gentner	✓ Kuiper	Saenz
Barnhart	Gosselin	Leonard	Shaw
Beach	Gould, J.	Lesinski	Shotwell
Benson	Gould, L.	Marsh	✓ Sigers
Britten	✓ Grabert	May	Smith
Burke	Griffin	✓ Minnick, Jr.	Snell
Bush	Gross	✓ Mitchell	Spink
✓ Bussell	✓ Havican	Montrief	Sutherland
Calender	Hawkins	Murphy	✓ Swartzlander
Cavazos	Hawley	Nickel	Thomas
Clark	Heath	Norman	Tillotson
Cockroft	✓ Herlein	✓ O'Connor	Todd
Collins	✓ Hummer	Overton	VanCamp
Cornish	✓ Jancek	✓ Penrose	✓ VanDoren
Cousino	Jennings	Peters	Walz
Cure	✓ Jester	✓ Pfeifer, C.	Williams
Davies	Johnson	✓ Pfeifer, R.	Willis
Dickerson	Kastel	Pixley	Wilson
✓ Donaldson	Keener	Planeta	Witt
Downing	Keller	Richardson	
Duckham	Krasny	Root	

Key: ✓ = present

Staff Present: Thomas Boss, Brett Gatz, Jacob Hurt, Jill Liogghio, and Kade Peck

Others Present: Jeff Bell, City of Morenci Administrator; Dave Elwell, Blackman Charter Township

II. Approval of the January 8, 2026 Agenda – The motion was made by Comm. Jancek, supported by Comm. Penrose, to approve the January 8, 2026 agenda as presented. The motion carried unanimously.

- III. **Public Comment** – Mr. Hurt requested public comment. No public comment was made.
- IV. **Approval of Full Commission Meeting Minutes for November 13, 2025** – The motion was made by Comm. Minnick, Jr., supported by Comm. Swartzlander, to approve the Full Commission meeting minutes of November 13, 2025 as submitted. The motion carried unanimously.
- V. **Receipt/Approval of Treasurer’s Report of December 31, 2025** – The motion was made by Comm. Jancek, supported by Comm. Grabert, to receive the December 31, 2025 Treasurer’s Report as presented and approve payment of the January 8, 2026 submitted bills. The motion carried unanimously.
- VI. **Staff Progress Report for November and December 2025** – The November and December 2025 staff progress reports were included in the agenda packet. Mr. Hurt presented highlights from the staff progress report for the months of November and December 2025.
- VII. **MPO/JACTS Update** – The MPO/JACTS Update was provided in the packet and Mr. Gatz provided highlights from that report.
- VIII. **Report of R2PC Nominating Committee / Election of 2026 Officers** – Motion was made by Comm. Minnick, Jr., supported by Comm. Jancek, to appoint Pete Jancek as Chair of the Nominating Committee as well as the following list of officers for 2026:
 - Chair Andy Penrose, Hillsdale County
 - Vice-Chair Matt Swartzlander, Jackson County
 - Treasurer Mike Overton, Jackson County
 - Secretary Jim VanDoren, Lenawee County

The motion carried unanimously.
- IX. **Approval of Resolution of Financial Commitment for EDA Partnership Planning Grant and Resolution for Executive Director to sign and submit CEDS Documents** – Motion was made by Comm. Jancek, supported by Comm. Minnick, Jr., to approve the Resolutions described above. The motion carried unanimously.
- X. **Other Business** – Comm. Jancek spoke about the passing of Judy Southworth.
- XI. **Public Comment / Commissioners’ Comments** – Comm. Penrose stated he appreciates the support given for him becoming the Chair of R2PC.
- XII. **Adjournment** – There being no further business, Mr. Hurt adjourned the meeting at 2:22 p.m.

Andy Penrose
Chair

** If there are errors in these minutes, please contact Jill at 517.768.6701 or jlogghio@mijackson.org.*

REGION 2 PLANNING COMMISSION
Treasurer's Report - Monthly Summary
as of February 28, 2026

Checking Account Balance ending, January 31, 2025		\$ 399,480.72
Deposit Summary:		
<i>February 2026 EFT Deposits</i>		\$ 74,596.63
<i>February 2026 Bank Deposits</i>		3,467.85
<i>February 2026 Adjustments</i>		(3,437.57)
Total Deposits plus Bank Balance		<u><u>\$ 474,107.63</u></u>
Expenses:		
<i>Submitted Expenses - February 2026 **</i>	\$ (10,531.35)	
<i>Interim Expenses</i>	(711.96)	
<i>Payroll/Related Expenses</i>	(29,673.89)	
Subtotal of Expenses	<u>\$ (40,917.20)</u>	<u>\$ (40,917.20)</u>
Balance Checking Account ending February 28, 2026		\$ 433,190.43
<i>Balance CD Investments ending February 28, 2026</i>		<u>\$ 118,810.82</u>
Total Cash on Hand		<u><u>\$ 552,001.25</u></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, 2026

2/28/2026	EFT Deposits:	
	Lenawee County - FY26 quarterly dues	\$ 6,711.25
	MDOT - Regional Transportation Planning - services through December 2025	2,328.32
	MDOT - Asset Management - services through December 2025	2,727.39
	MDOT - FHWA - services through December 2025	62,829.67
	 Subtotal - EFT Deposits	 \$ 74,596.63
2/28/2026	Check Deposits:	
	Jackson County MMP grant - services through December 2025	\$ 3,467.85
	 Subtotal - Check Deposits	 \$ 3,467.85
2/28/2026	Adjustments to cash:	
	<i>Bank fees - February</i>	(137.54)
	<i>Paycor fee - February</i>	(397.44)
	<i>Credit Card Charges:</i>	
	<i>Adobe Creative Cloud Services - subscriptions</i>	(370.51)
	<i>SurveyMonkey - survey</i>	(468.00)
	<i>Amazon - supplies</i>	(393.75)
	<i>Staples - supplies</i>	(25.42)
	<i>Officemax - supplies</i>	(138.01)
	<i>Sams Club - supplies</i>	(252.58)
	<i>Society of Outdoor Recreation Professionals - dues</i>	(600.51)
	<i>City of Jackson - parking</i>	(20.58)
	<i>Michigan Association of Planners - dues</i>	(180.00)
	<i>Mlive - subscription</i>	(160.00)
	<i>CVS Pharmacy - supplies</i>	(33.09)
	<i>Cottage Inn - meals</i>	(116.94)
	<i>Michigan Downtown Association - dues</i>	(175.00)
	<i>American Express card credit</i>	31.80
	 Subtotal - Adjustments to Cash	 \$ (3,437.57)
	Total Net Deposits	\$ 74,626.91

REGION 2 PLANNING COMMISSION
INTERIM BILLING and PAYROLL EXPENSES
as of February 28, 2026

Interim Billing for February 2026

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
Ricoh	Maintenance Contract	\$ 605.46	15659
SBIS	Employee Group Life & AD&D	\$ 106.50	15660
Total Interim Billing for February 2026		\$ 711.96	

Payroll & Travel Related Expenses:

<i>Paid February 13, 2026</i>	<i>by Direct Deposit/EFT</i>		
Paycor	Payroll Disbursement	\$ 14,663.84	
T. Boss	Travel Reimbursement	\$ 27.99	
B. Gatz	Travel Reimbursement	\$ 5.22	
K. Peck	Travel Reimbursement	\$ 76.85	
	Total	\$ 14,773.90	

<i>Paid February 27, 2026</i>	<i>by Direct Deposit/EFT</i>		
Paycor	Payroll Disbursement	\$ 14,612.21	
T. Boss	Travel Reimbursement	\$ 158.05	
B. Gatz	Travel Reimbursement	\$ 81.88	
K. Peck	Travel Reimbursement	\$ 47.85	
	Total	\$ 14,899.99	

Total Payroll Expenses for February 2026		\$ 29,673.89	
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**Region 2 Planning Commission
Outstanding Accounts Receivable
as of February 28, 2026**

Municipality/Source	Date	Inv. No.	Amount
Lenawee County - services through September 2025	11/18/2025	1006	\$ 4,304.13
MDOT - Rural Task Force - services through December 2025	2/2/2026	-	7,504.85

<i>FY 2026 Balance as of February 28, 2026</i>	\$ 11,808.98
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REGION 2 PLANNING COMMISSION

Submitted Bills

March 12, 2026

Vendor	Description	Amount Due
BC/BS	Employee Health. Ins. April 2026	\$ 4,335.31
Boom	Marketing Materials	\$ 246.00
County of Jackson	Rent March 2026	\$ 3,465.49
County of Jackson	Comcast & Verizon - January-February 2026	\$ 174.37
Michigan Municipal League	Annual Policy Premium	\$ 127.00
MissionSquare	Plan #109005/#803067	\$ 2,120.02
SBIS	Employee Group Life & AD&D	\$ 105.50
The Water Store	Supplies February 2026	\$ 8.25
Total Submitted Billing - March 2026		\$ 10,581.94

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

Staff Progress Report

January 2026

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):
 - EDA grant award for R2PC EDD's FY2025 Partnership Planning Grant, which will be used to continue implementation of the 2021 – 2025 CEDS.
 - Staff continued work on CEDS implementation.
 - EDA 2026 – 2028 Partnership Planning Grant, to be used to develop the 2026 – 2030 CEDS, and implementation of the CEDS.
 - Staff began background work on the 2026 – 2030 CEDS while awaiting approval of the 2026 – 2028 Partnership Planning grant.
 - Staff participated in the EDA Chicago Regional Office Economic Development District quarterly call on January 28.
- **Regional Economic Development.** Staff was involved in the following activities on behalf of the R2PC Economic Development District (EDD):
 - Staff conducted demographic analysis and general research for the development of the 2026 – 2030 CEDS.
- **Southern Michigan Outdoors Initiative.** Staff continued development of the Southern Michigan Outdoors strategy to leverage regional outdoor recreation assets for economic development purposes as detailed in the 2021 – 2025 CEDS.
 - Staff met with representatives of the Office of Rural Prosperity to provide an update on the gravel cycling Rural Readiness Grant on January 21.

R2PC Activities

- **R2PC Website.** Staff continued updating www.region2planning.com.
- **Training.** No activities.
- **MAR.** Staff participated in the monthly Michigan Association of Regions virtual meeting on January 13.

[January 2026 Staff Progress Report]

- **DNR Spark Grant.** No activities.
- **UGRWA.** No activities.
- **GREAT.** No activities.
- **Upper Grand River Water Trail Committee.** No activities.
- **Active Jackson.** The Active Jackson committee met on January 21st.

Regional Transportation Planning Hillsdale, Jackson, and Lenawee Counties

- Staff participated in MDOT's monthly Rural Task Force virtual meeting on January 27.

Asset Management Hillsdale, Jackson, and Lenawee Counties

- **TAMC.** Staff met with the City of Jonesville to discuss collecting PASER ratings in the city.
- **Training.** No activities.

Metropolitan Area Transportation Planning Jackson Area Comprehensive Transportation Study

Database Management:

- No activities.

Long-Range Planning:

- No activities.

Short-Range Planning:

- Staff coordinated with local agencies to process administrative changes in JobNet.

Program Management

- The JACTS TAC and Policy Committees met on January 7 and 15 to approve TIP amendments.
- Staff attended a workshop for JCDOT's Safe Streets for All (SS4A) project on January 29.

[January 2026 Staff Progress Report]

Local Planning Assistance

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

Jackson County

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

- **Jackson County Commissioners.** Staff presented the Region 2 Semi-Annual Update to the Jackson County Commissioners' Parking, Safety, and Transportation (PST) Committee on January 12.
- **County Planning Commission (JCPC).** The Jackson County Planning Commission met on January 8 and recommended approval of zoning text amendment from Norvell Township.
- **Materials Management Plan (MMP) Committee.** Staff attended and provided administrative support for the Jackson County MMP Committee. The MMP Committee met on January 14.

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

- **Master Plan.** No activity.

Rives Township. *Staff provided the following service(s):*

- **Zoning Ordinance.** Staff attended the January 26 Planning Commission meeting to provide an update on the zoning ordinance update.

Parma Township. *Staff provided the following service(s):*

- **Master Plan.** Staff attended the January 7 Planning Commission meeting to provide an update on the Master Plan update.

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

- **Wastewater System Update.** Staff met with representatives of USDA to discuss the Village's Wastewater System Upgrade USDA grant request on January 14.

Lenawee County.

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

- **Zoning Map.** Staff continued work to update the Village's Zoning Map.

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

- **Master Plan and Fee Schedule.** No activity.

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

- **Master Plan.** Staff continued work on the Village of Clinton Master Plan update.

[January 2026 Staff Progress Report]

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

- **Master Plan.** Staff continued work on the Franklin Township Master Plan update.

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

- **Master Plan.** Staff attended the January 8th and January 29th Woodstock planning commission meetings and continued work on the Woodstock Township Master Plan update.

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

- **County Planning Commission (LCPC).** The Lenawee County Planning Commission met on January 15th and approved a zoning ordinance amendment for Palmyra Township.
- **Materials Management Plan (MMP) Committee.** Did not meet in January.

Hillsdale County

Staff provided the following service(s):

- **Materials Management Plan (MMP) Committee.** No activity.

Greater Irish Hills

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

- **Greater Irish Hills Recreation Plan.** No activity.

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

Staff Progress Report

February 2026

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):
 - EDA grant award for R2PC EDD's FY2025 Partnership Planning Grant, which will be used to continue implementation of the 2021 – 2025 CEDS.
 - Staff continued work on CEDS implementation.
 - EDA 2026 – 2028 Partnership Planning Grant, to be used to develop the 2026 – 2030 CEDS, and implementation of the CEDS.
 - Staff continued background work on the 2026 – 2030 CEDS while awaiting approval of the 2026 – 2028 Partnership Planning grant.
- **Regional Economic Development.** Staff was involved in the following activities on behalf of the R2PC Economic Development District (EDD):
 - Staff participated in the Michigan Office of Rural Prosperity 2026 Kickoff webinar for rural development on February 17.
 - Staff participated in the Michigan State University Extension Rural Tourism webinar on February 18.
 - Staff participated in the CEDAM Housing TIF webinar on February 26.
- **Southern Michigan Outdoors Initiative.** Staff continued development of the Southern Michigan Outdoors strategy to leverage regional outdoor recreation assets for economic development purposes as detailed in the 2021 – 2025 CEDS.
 - Staff attended the USA Cycling Gravel Nationals 2027-2028 Local Organizing Committee (LOC) dinner for representatives of USA Cycling in Brooklyn on February 18.
 - Staff met with Brad Garmon, Executive Director of the Michigan Office of Outdoor Industry and representatives of the Chelsea Chamber of Commerce to discuss the Southern Michigan Outdoors initiative on February 24.

[February 2026 Staff Progress Report]

R2PC Activities

- **R2PC Website.** Staff continued updating www.region2planning.com.
- **Training.** No activities.
- **MAR.** Staff participated in the monthly Michigan Association of Regions virtual meeting on February 10.
- **DNR Spark Grant.** No activities.
- **UGRWA.** No activities.
- **GREAT.** No activities.
- **Upper Grand River Water Trail Committee.** No activities.
- **Active Jackson.** The Active Jackson committee met on February 18.

Regional Transportation Planning Hillsdale, Jackson, and Lenawee Counties

- Staff participated in MDOT's monthly Rural Task Force virtual meeting on February 24.

Asset Management Hillsdale, Jackson, and Lenawee Counties

- **TAMC.** Staff worked on the 2024-25 Asset Management Report for the region.
- **Training.** No activities.

Metropolitan Area Transportation Planning Jackson Area Comprehensive Transportation Study

Database Management:

- No activities.

Long-Range Planning:

- No activities.

Short-Range Planning:

- Staff coordinated with local agencies to process administrative changes in JobNet.

Program Management

- The JACTS TAC and Policy Committees met on February 11 and 19 to approve TIP amendments.
- Staff attended the 2026 MAP Transportation Bonanza in East Lansing on February 10.

[February 2026 Staff Progress Report]

Local Planning Assistance

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

Jackson County

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

- **County Planning Commission (JCPC).** The Jackson County Planning Commission met on February 12 and recommended approval of zoning requests from Columbia Township and Napoleon Township. JCPC also conducted elections at this meeting.
- **Materials Management Plan (MMP) Committee.** Staff attended and provided administrative support for the Jackson County MMP Committee. The MMP Committee met on February 11.

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

- **Master Plan.** No activity.

Rives Township. *Staff provided the following service(s):*

- **Zoning Ordinance.** Staff attended the February 23 Planning Commission meeting to provide an update on the zoning ordinance update.

Parma Township. *Staff provided the following service(s):*

- **Master Plan.** Staff attended the February 4 Planning Commission meeting to provide an update on the Master Plan update.

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

- **Wastewater System Update.** No activity.

Lenawee County

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

- **Zoning Map.** Staff continued work to update the Village's Zoning Map.

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

- **Master Plan and Fee Schedule.** No activity.

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

- **Master Plan.** Staff continued work on the Village of Clinton Master Plan update.

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

[February 2026 Staff Progress Report]

- **Master Plan.** Staff attended the February 17th Adrian Charter Township Planning Commission meeting to kick off the master plan and zoning ordinance projects.

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

- **Master Plan.** Staff attended the February 3 Planning Commission meeting to provide an update on the Master Plan update.

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

- **Master Plan.** Staff continued work on the Woodstock Township Master Plan update.

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

- **County Planning Commission (LCPC).** The Lenawee County Planning Commission met on February 19th and approved a PA 116 for Ogden Township and a PA 116 Death/Disability Termination request for Palmyra Township.
- **Materials Management Plan (MMP) Committee.** Staff attended the Lenawee County MMP Committee meeting on February 4.

Hillsdale County

Staff provided the following service(s):

- **Materials Management Plan (MMP) Committee.** No activity.

Greater Irish Hills

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

- **Greater Irish Hills Recreation Plan.** No activity.

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

Transportation Report January and February 2026

Jackson Area Comprehensive Transportation Study FY 2026-2029 TIP Amendments

January 2026:

FY	Job #/ Phase	Agency	Project Name	Work Type	Federal Budget	State Budget	Local Budget	Total Phase Cost	Amendment Type
2026	216494 NI	JATA	Transit Capital	Van Purchase	\$52,000	\$13,000	\$0	\$65,000	Phase Abandoned
2026	216559 NI	JATA	Transit Operat- ing	Other Programmed Costs	\$42,338	\$42,338	\$0	\$84,676	Change Fiscal Year
2026	225824 PE	MDOT	I-94 W	Install new cantile- ver freeway sign	\$20,000	\$0	\$0	\$20,000	Phase Add
2026	225824 CON	MDOT	I-94 W	Install new cantile- ver freeway sign	\$280,000	\$0	\$0	\$280,000	Phase Add

February 2026:

FY	Job #/ Phase	Agency	Project Name	Work Type	Federal Budget	State Budget	Local Budget	Total Phase Cost	Amendment Type
2026	216538 NI	JATA	Transit Capital	Facility Improve- ments	\$103,760	\$25,940	\$0	\$129,700	Phase Add
2026	226156 OPS	MDOT	Region- wide	Law enforcement in work zones	\$90,000	\$10,000	\$0	\$100,000	Phase Add
2027	226402 PE	MDOT	Region- wide	Application of per- manent pavement markings	\$5,184	\$576	\$0	\$40,000	Phase Add
2027	226402 CON	MDOT	Region- wide	Application of per- manent pavement markings	\$740,016	\$0	\$82,224	\$5,710,000	Phase Add

Congestion Mitigation Air Quality (CMAQ) Committee Lenawee County

- Lenawee Public Transportation Authority
 - JN 216507 – Increase federal funding to \$135,000; increase state funding to \$33,750.

MEMORANDUM

TO: Region 2 Planning Commission
FROM: Jacob Hurt, Executive Director
DATE: February 26, 2026
SUBJECT: Approval of Travel to the National Outdoor Recreation Conference

I have been selected by the Society of Outdoor Recreation Professionals to present a session titled *“Building a New Outdoor Economy in Southern Michigan”* at the National Outdoor Recreation Conference, which is being held May 11 – 14, 2026 in Duluth, MN. The conference is for planners, community officials, and economic development staff.

The estimated costs for attendance are as follows:

Travel	\$ 1,000
Registration	\$ 600
Lodging	\$ 800
Meals	<u>\$ 100</u>
TOTAL	\$ 2,500

Costs are included in the R2PC Partnership Planning 2026 – 2028 grant budget.