



September 10, 2026 Full Commission Meeting
Agenda

Lenawee District Library
4459 W. U.S. 223
Adrian, MI 49221
2:00 p.m.

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

PAGE #

1. Call to Order	
2. Approval of the September 10, 2026 Agenda – ACTION	
3. Public Comment	
4. Approval of the Full Commission Meeting Minutes for July 9, 2026 (see enclosure) – ACTION	3
5. Receipt of Payroll Expenses and Approval of Submitted Bills for September 10, 2026 (see enclosures) -- ACTION	5
6. Staff Progress Reports for July and August 2026 (see enclosures) – DISCUSSION	11
7. MPO/JACTS Update (see enclosures) – DISCUSSION	19
8. Appointment of the FY 2027 R2PC Personnel and Finance Committee (see enclosure) – ACTION	21
9. Approval of the FY 2027 Planning Work Program (see enclosure) – ACTION	23
10. Other Business	
• Renewable Energy Fundamentals Program (see enclosure)	37
• City of Morenci Master Plan Notice (see enclosure)	39
• Clinton Township Master Plan Notice (see enclosure)	40
• Grass Lake Township Master Plan Notice (see enclosure)	41
11. Public Comment / Commissioners' Comments	
12. Adjournment	

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

Thursday, November 12, 2026 at 2:00 p.m.
at Hillsdale City Hall, 97 N. Broad Street, Hillsdale, MI 49242

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Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

MEETING MINUTES

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

Thursday, July 9, 2026

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

Attendance:

Adams	Engle	Leonard	Seegert
Anderson	Gosselin	Lesinski	Shaw
Barnhart	Gould, J.	Marsh	Shotwell
Bartley	✓ Gould, L.	May	✓ Sigers
Beach	✓ Grabert	✓ Minnick, Jr.	Smith
Benson	Greene	Montrief	✓ Snell
Britten	Gross	Murphy	Spink
Burke	Havican	Nickel	✓ Swartzlander
Bush	Hawkins	Norman	Thomas
✓ Bussell	✓ Hawley	✓ O'Connor	Tillotson
Clark	✓ Haystead	Overton	Todd
Cockroft	Heath	✓ Penrose	VanCamp
Cornish	✓ Herlein	Pfeifer, C.	✓ VanDoren
Cousino	✓ Hummer	Pfeifer, R.	✓ Walz
✓ Cure	✓ Jancek	Pixley	Way
Davies	✓ Jennings	Planeta	Williams
Dickerson	✓ Jester	✓ Richardson, B.	Willis
Downing	Johnson	Richardson, R.	Wilson
Duckham	Kastel	Root	Witt
Edgar	Keller	Saenz	

Key: ✓ = present

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

Others Present: Jeff Mitchell

- II. **Pledge of Allegiance** – Those in attendance joined in the Pledge of Allegiance.

- III. **Approval of the July 9, 2026 Agenda** – The motion was made by Comm. Grabert, supported by Comm. Swartzlander, to approve the July 9, 2026 agenda as presented. The motion carried unanimously.
- IV. **Public Comment** – Chair Penrose requested public comment. No public comment was made.
- V. **Approval of Full Commission Meeting Minutes for May 14, 2026** – The motion was made by Comm. Minnick, Jr., supported by Comm. Jancek, to approve the Full Commission meeting minutes of May 14, 2026 as submitted. The motion carried unanimously.
- VI. **Receipt/Approval of Treasurer's Report of June 30, 2026** – The motion was made by Comm. Minnick, Jr., supported by Comm. Grabert, to receive the June 30, 2026 Treasurer's Report as presented and approve payment of the July 9, 2026 submitted bills. The motion carried unanimously.
- VII. **Staff Progress Report for May and June 2026** – The May and June 2026 staff progress reports were included in the agenda packet.
- VIII. **MPO/JACTS Update** – The MPO/JACTS Update was provided in the packet and Mr. Gatz provided highlights from that report.
- IX. **Founded Outdoors Proposal** – Jacob Hurt presented a proposal from Founded Outdoors for a Business Needs Assessment & Opportunity Report to support the Southern Michigan Outdoors initiative and to supplement the 2026 – 2030 CEDS. Motion was made by Comm. Swartzlander, supported by Comm. Minnick, Jr., to approve the Founded Outdoors Proposal. The motion carried unanimously.
- X. **Other Business** – Notice of Franklin Township Master Plan Update; Village of Brooklyn Master Plan Adoption notice.
- XI. **Public Comment / Commissioners' Comments** – No public comment.
- XII. **Adjournment** – There being no further business, Chair Penrose adjourned the meeting at 2:14 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 August 31, 2026

Checking Account Balance ending, July 31, 2026		\$ 303,814.73
Deposit Summary:		
<i>August 2026 EFT Deposits</i>		\$ 55,488.70
<i>August 2026 Bank Deposits</i>		57,712.00
<i>August 2026 Adjustments</i>		(2,439.76)
Total Deposits plus Bank Balance		<u><u>\$ 414,575.67</u></u>
Expenses:		
<i>FY 2026 Balance as of August 31, 2026</i>	\$ (22,285.24)	
<i>Interim Expenses</i>	-	
<i>Payroll/Related Expenses</i>	(28,152.08)	
Subtotal of Expenses	<u>\$ (50,437.32)</u>	<u>\$ (50,437.32)</u>
Balance Checking Account ending August 31, 2026		<u><u>\$ 364,138.35</u></u>
<i>Balance CD Investments ending August 31, 2026</i>		<u>\$ 118,810.82</u>
Total Cash on Hand		<u><u>\$ 482,949.17</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 July 31, 2026

7/31/2026	EFT Deposits:	
	MDOT - FHWA - Services through June 2026	45,640.52
	MDOT - Asset Management - Services through June 2026	2,092.57
	MDOT - Regional Transportation Services - Services through June 2026	2,824.38
	MDOT - Rural Task Force - Services through June 2026	4,931.23
	Subtotal - EFT Deposits	\$ 55,488.70
7/31/2026	Check Deposits:	
	Jackson County Department of Transportation - FY26 UWP match	28,856.00
	City of Jackson - FY26 UWP match	\$ 28,856.00
	Subtotal - Check Deposits	\$ 57,712.00
7/31/2026	Adjustments to cash:	
	<i>Bank fees - August</i>	(145.37)
	<i>Paycor fee - August</i>	(415.33)
	<i>Credit Card Charges:</i>	
	<i>Adobe Creative Cloud Services - subscriptions</i>	(423.49)
	<i>Congress For the New Urbanism - annual dues</i>	(125.00)
	<i>Target - supplies</i>	(172.73)
	<i>Office Max - supplies</i>	(211.62)
	<i>Dirty Bird - meals</i>	(105.85)
	<i>Doubletree, Port Huron, MI - travel</i>	(579.42)
	<i>City of Jackson - parking permit</i>	(169.79)
	<i>Google Peacock Service - subscriptions</i>	(116.59)
	<i>American Express card credit</i>	25.43
	Subtotal - Adjustments to Cash	\$ (2,439.76)
	Total Net Deposits	\$ 110,760.94

REGION 2 PLANNING COMMISSION
INTERIM BILLING and PAYROLL EXPENSES
as of August 31, 2026

Interim Billing for August 2026

Vendor

Description

Amount

Check #

There was no interim billing for August 2026

\$ -

Payroll & Travel Related Expenses:

Paid August 14, 2026

by Direct Deposit/EFT

Paycor	Payroll Disbursement	\$	13,753.29
B. Gatz	Travel Reimbursement	\$	290.99
K. Peck	Travel Reimbursement	\$	157.74
	Total	\$	14,202.02

Paid August 28, 2026

by Direct Deposit/EFT

Paycor	Payroll Disbursement	\$	13,516.78
E. Blake	Travel Reimbursement	\$	31.90
J. Hurt	Travel Reimbursement	\$	189.95
K. Peck	Travel Reimbursement	\$	211.43
	Total	\$	13,950.06

Total Payroll Expenses for August 2026

\$ 28,152.08

**Region 2 Planning Commission
Outstanding Accounts Receivable
as of August 31, 2026**

Municipality/Source	Date	Inv. No.	Amount
None			\$ -

<i>FY 2026 Balance as of August 31, 2026</i>	\$ -
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REGION 2 PLANNING COMMISSION
Submitted Bills
September 10, 2026

Vendor	Description	Amount Due
BC/BS	Employee Health. Ins. October 2026	\$ 5,127.37
Boom	Strategy Mtg./Media Research	\$ 1,200.00
City of Jackson	Traffic Counts (shortage)	\$ 171.10
County of Jackson	IT Services - Sept. 2026	\$ 6,180.00
County of Jackson	Rent September 2026	\$ 3,534.80
County of Jackson	Comcast & Verizon - July-Aug. 2026	\$ 173.66
County of Jackson	Postage July 2026	\$ 1.62
JATA	JACTS UWP Reimb. FY 2026	\$ 10,006.79
MML	Annual Dues	\$ 1,240.00
MissionSquare	Plan #109005/#803067	\$ 1,799.31
Ricoh	Maintenance Contract	\$ 642.82
SBIS	Employee Life Insurance Sept. 2026	\$ 66.30
The Water Store	Supplies August 2026	\$ 8.25
Total Submitted Billing - September 2026		\$ 30,152.02

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Serving Hillsdale, Jackson & Lenawee Counties

Staff Progress Report

July 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 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 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 Pat O’Dowd of the Home Builders Association of Hillsdale, Jackson, and Lenawee Counties to discuss contractor interest in participating in Region 2’s Southern Michigan Outdoors gravel cycling Rural Readiness Grant on July 8.
 - Staff participated in an outdoor trends webinar hosted by the Outdoor Industry Association on July 8.
 - Staff met with representatives of the Michigan Office of Rural Prosperity on July 28 for a quarterly check-in for Region 2’s Rural Readiness Grant.

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 July 14.
- **DNR Spark Grant.** No activities.
- **UGRWA.** No activities.

[July 2026 Staff Progress Report]

- **GREAT.** No activities.
- **Upper Grand River Water Trail Committee.** No activities.
- **Active Jackson.** The Active Jackson committee met on July 15.
- **MSU Extension.** No activities.

Regional Transportation Planning Hillsdale, Jackson, and Lenawee Counties

- Staff participated in MDOT's monthly Rural Task Force virtual meeting on July 28.

Asset Management Hillsdale, Jackson, and Lenawee Counties

- **TAMC.** No activities.
- **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 July 8 and 16 to approve TIP amendments.
- Staff attended the 2026 Michigan Transportation Planning Association Conference from July 28-31 in Port Huron, MI.

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.

[July 2026 Staff Progress Report]

Jackson County

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

- **County Planning Commission (JCPC).** The Jackson County Planning Commission met on July 9th and recommended approval of a rezoning from Napoleon Township, recommended disapproval of a different rezoning from Napoleon Township, and recommended disapproval for a zoning text amendment from Leoni Township.
- **Materials Management Plan (MMP) Committee.** Staff attended and provided administrative support for the Jackson County MMP Committee. The MMP Committee met on July 8.
- **Parking, Safety and Transportation Committee.** Staff attended the Jackson County Commissioner's PS&T Committee meeting on July 13 to present Region 2's Semi-Annual report to the County.

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

- **Master Plan.** Staff met with Leoni officials on July 15 to continue work on updating the Leoni Master Plan.

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

- **Zoning Ordinance.** Staff attended the Rives Planning Commission meeting on July 27 and continued working on the Rives zoning ordinance update.

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

- **Master Plan.** Master Plan update draft has gotten approval and is being reviewed by the Township Board.

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.** No activity.

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

- **Master Plan and Recreation Plan.** Staff attended the Village of Deerfield Planning Commission Meeting on July 6 to continue work on updating the Deerfield Master Plan.

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):*

- **Master Plan, Zoning Ordinance, and Recreation Plan.** Staff continued work on Adrian Charter

[[July 2026 Staff Progress Report]]

Township's master plan and recreation plan projects.

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

- **Master Plan.** The Franklin Township Master Plan is currently in the 63 day comment period.

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

- **Master Plan.** Staff attended the Raisin Township Planning Commission Meeting on July 14 to continue work on updating the Raisin Township Master Plan.

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 July 18 where a zoning text amendment for Blissfield Township was tabled for a future meeting, a zoning text amendment from Palmyra Township was recommended approval, and Deerfield Township PA116 applications were tabled until required documents are sent in.
- **Materials Management Plan (MMP) Committee.** Staff attended the Lenawee County Materials Management Plan Committee meeting on July 1.

Hillsdale County

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

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

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

- **Recreation Plan.** Staff continued to work on the Reading Area Recreation Plan.

Greater Irish Hills

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

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



Serving Hillsdale, Jackson & Lenawee Counties

Staff Progress Report

August 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 2026 – 2028 Partnership Planning Grant, to be used to develop the 2026 – 2030 CEDS, and implementation of the CEDS.
 - Staff was notified on August 20 that EDA has approved Region 2's 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 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 Founded Outdoors to kick off the outdoor recreation Business Needs Assessment and Opportunity Report project on August 11.
 - Staff presented to the Waldron Village Council on August 11 about serving as a gravel cycling hub as part of Region 2's Southern Michigan Outdoors gravel cycling Rural Readiness Grant.
 - Staff met with Brad Garmon of the Michigan Office of Outdoor Recreation Industry on August 18 for a general update and to discuss partnering opportunities.

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 August 11.
- **DNR Spark Grant.** No activities.

[August 2026 Staff Progress Report]

- **UGRWA.** No activities.
- **GREAT.** No activities.
- **Upper Grand River Water Trail Committee.** No activities.
- **Active Jackson.** The Active Jackson committee met on August 19.
- **MSU Extension.** No activities.

Regional Transportation Planning Hillsdale, Jackson, and Lenawee Counties

- Staff participated in MDOT's monthly Rural Task Force virtual meeting on August 25.

Asset Management Hillsdale, Jackson, and Lenawee Counties

- **TAMC.** No activities.
- **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 August 12 and 20 to approve TIP amendments.

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.

[August 2026 Staff Progress Report]

Jackson County

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

- **County Planning Commission (JCPC).** The Jackson County Planning Commission scheduled meeting on August 13th was cancelled because of lack of quorum.
- **Materials Management Plan (MMP) Committee.** Staff attended and provided administrative support for the Jackson County MMP Committee. The MMP Committee met on August 12.

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

- **Master Plan.** Staff met with Leoni officials and Leoni Planning Commission on August 19 to continue work on updating the Leoni Master Plan.

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

- **Zoning Ordinance.** Staff attended the Rives Planning Commission meeting on August 24 and continued working on the Rives zoning ordinance update.

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

- **Master Plan.** Master Plan update draft has gotten approval and is being reviewed by the Township Board.

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

- **Master Plan.** Staff met with Summit officials on August 20 to discuss updating the Summit Township Master Plan.

Lenawee County

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

- **Zoning Map.** No activity.

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

- **Master Plan and Recreation Plan.** Staff attended the Village of Deerfield Planning Commission Meeting on August 4 to continue work on updating the Village of Deerfield Master Plan.

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

- **Master Plan.** Township is working through approval process of developed draft.

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

- **Master Plan, Zoning Ordinance, and Recreation Plan.** Staff attended the Adrian Charter Township Planning Commission meeting on August 18 to provide an update on the master plan and recreation plan projects.

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

- **Master Plan.** The Franklin Township Master Plan is currently in the 63 day comment period.

[August 2026 Staff Progress Report]

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

- **Master Plan.** Staff attended the Raisin Township Planning Commission Meeting on August 11 to continue work on updating the Raisin Township Master Plan.

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

- **Master Plan.** The Woodstock Township Master Plan update is in the approval process.

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

- **County Planning Commission (LCPC).** The Lenawee County Planning Commission met on August 20 where a rezoning from Raisin Charter Township was recommended for approval and two PA116 applications from Riga Township were recommended for approval.
- **Materials Management Plan (MMP) Committee.** No activity.

Hillsdale County

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

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

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

- **Recreation Plan.** Staff met with the recreation plan committee on August 5 to work on the Reading Area Recreation Plan.

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

- **Recreation Plan.** Staff met with the recreation plan committee on August 12 to kick off the Village of Waldron Recreation Plan.

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 *July and August 2026*

Jackson Area Comprehensive Transportation Study FY 2026-2029 TIP Amendments

July 2026:

FY	Job #/ Phase	Agency	Project Name	Project Description	Federal Budget	State Budget	Local Budget	Total Phase Cost	Amendment Type
2026	221309 NI	JATA	Transit Cap- ital	FY:2026 Safety & Security	\$16,490	\$4,123	\$0	\$20,613	Phase Add
2028	224354 CON	JCDOT	Page Ave- nue	Spot Wedge & Chip	\$253,532	\$0	\$63,383	\$316,915	Change FY and Funding
2028	224357 CON	JCDOT	Springport Road	Mill & Fill	\$366,468	\$0	\$91,617	\$458,085	Change FY and Funding
2027	224378 CON	JCDOT	Francis Street	Spot Mill and Chip	\$703,800	\$0	\$175,950	\$879,750	Change FY and Funding
2027	224811 PE	MDOT	M-106	Culvert Re- placement	\$122,775	\$27,225	\$0	\$150,000	Phase Add
2027	224811 ROW	MDOT	M-106	Culvert Re- placement	\$23,018	\$5,104	\$0	\$28,122	Phase Add
2027	224811 CON	MDOT	M-106	Culvert Re- placement	\$1,925,445	\$426,962	\$0	\$2,352,407	Phase Add

August 2026

FY	Job #/ Phase	Agency	Project Name	Project De- scription	Federal Budget	State Budget	Local Budget	Total Phase Cost	Amendment Type
2026	211703 CON	JCDOT	Horton Rd	Roundabout	\$265,918	\$0	\$29,547	\$295,465	Phase Aban- doned

2027	213382 CON	MDOT	Regionwide	Pavement marking retro- reflectivity readings	\$5,184	\$576	\$0	\$40,000	Phase Budget
2027	226402 CON	MDOT	Regionwide	Application of permanent pavement markings	\$966,816	\$107,424	\$0	\$7,460,000	Phase Budget
2028	227027 CON	MDOT	Regionwide	Pavement marking retro- reflectivity readings	\$5,184	\$576	\$0	\$40,000	Phase Add
2028	227215 PE	MDOT	Regionwide	Application of permanent pavement markings	\$5,184	\$576	\$0	\$40,000	Phase Add
2028	227215 CON	MDOT	Regionwide	Application of permanent pavement markings	\$966,816	\$107,424	\$0	\$7,460,000	Phase Add

MEMORANDUM

TO: Region 2 Planning Commission

FROM: Jacob Hurt, Executive Director

DATE: September 1, 2026

SUBJECT: Appointment of the FY 2027 R2PC Personnel and Finance Committee

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

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

Members of the FY 2026 Personnel and Finance Committee include Chair, Andy Penrose; Treasurer, Mike Overton; Bruce Grabert, Pete Jancek, and Ralph Tillotson.

Nominations for the appointments will be taken from the floor.

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FY 2027

REGION 2 PLANNING COMMISSION PLANNING WORK PROGRAM

October 1, 2026 through September 30, 2027

Presented for Approval
September 10, 2026

Region 2
PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

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FY 2027
Region 2 Planning Commission
Planning Work Program

R2PC Staff

Jacob Hurt	Executive Director
Brett Gatz	Planner Transportation
Kade Peck	Planner Local Planning Assistance
Evan Blake	Intern Planner Local Planning Assistance
James Latham	Accountant
Jill Liogghio	Administrative Assistant



Serving Hillsdale, Jackson & Lenawee Counties

120 W. Michigan Avenue – 9th Floor
Jackson, MI 49201

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PWP Purpose

A Planning Work Program (PWP) is an essential management tool for any organization. The Region 2 Planning Commission (R2PC) annually sets forth a work program within a framework of area-wide goals and objectives addressing regional issues. By assigning staffing levels, overhead costs, and consultant needs, the Commission can determine if it is directing a sufficient effort toward planning activities to meet its objectives. The R2PC developed its Planning Work Program to improve federal, state, and local understanding of planning activities, as well as the goals, policies, plans, and the concerns of the Commission. The PWP also references Federal and State grant contracts, reduces contractual paperwork, eliminates duplication, and provides for joint funding of appropriate work activities.

The PWP provides a basis for ongoing management and its structure controls and accounts for personnel and other agency resources. The R2PC accounting system distributes labor from time sheets to work program activities and allocates costs to, and among, the various funding sources. Finally, the PWP serves to coordinate planning activities among the numerous agencies and local units of government that participate in the R2PC as dues-paying members.

PWP Organizational Overview

The R2PC Planning Work Program (PWP) reflects the planning responsibilities of the Commission. These responsibilities include area wide planning for the three-county region of Hillsdale, Jackson, and Lenawee, various small multijurisdictional areas, and local planning assistance to member units of government.

Area Wide Urban Transportation Planning

The planning activities of the Jackson Area Comprehensive Transportation Study (JACTS) are the responsibility of R2PC staff as it is the designated metropolitan planning organization (MPO) for the Jackson Urbanized Area and Jackson County. The Federal Highway Administration (FHWA) is the source of the federal funds for these activities. The Jackson County Department of Transportation (JCDOT), the City of Jackson's Neighborhood & Economic Operations Department, and the Jackson Area Transportation Authority (JATA) provide the required local cash match for transportation planning services.

Area Wide Regional Transportation Planning

The R2PC also engages in regional transportation planning outside of the Jackson Urbanized Area. The Michigan Department of Transportation (MDOT) funds these activities through its State Trunk Line Highway System (PA 51 of 1951) program.

Area Wide Economic Development

Various regional economic development activities are the responsibility of R2PC staff as an U.S. Economic Development Administration (EDA) designated Economic Development District (EDD). The EDA's annual Partnership Planning program is the ongoing source of the federal funds for these activities. The R2PC is required to provide a 50% local match for the Partnership Planning program.

Area Wide Planning

In addition to its area wide urban and regional transportation planning and economic development programs, the R2PC provides various other area wide services (e.g., census/demographics, innovative planning/zoning tools, and studies/plans) for the entire Region 2 area or multiple units of local government. Member units of local government provide the funding for these programs via a one-third allocation of their annual membership dues.

Local Planning Assistance

Staff provides various planning services such as, plans and studies, zoning ordinances, and rezoning analysis, to local units of government upon request. Funding is provided by local units of government through (1) two-thirds of their annual R2PC membership dues, (2) direct billing for the cost of services provided in excess of membership fees, and (3) state and federal grants received by member units of government for planning services.

Michigan Infrastructure Council

The Michigan Infrastructure Council (MIC) brings together local utility and infrastructure owners, regional representatives, finance and policy experts, and state department leaders to coordinate infrastructure-related goals and develop a long-term strategy for maintaining Michigan infrastructure assets. An Asset Management Readiness Assessment Scale was prepared to help public asset owners identify, track, and maintain their assets for wastewater, storm water, and drinking water. The data will help local entities justify future infrastructure funding needs to repair and maintain these facilities.

Indirect Costs

Indirect costs are included in the form of a Statement of Projected Direct and Indirect Costs.

PWP Fiscal Relationship

The Planning Work Program (PWP) provides an estimate of revenues and expenditures for the activities of the R2PC. It also documents the value of the cash match contributed by other agencies. The PWP is an integral part of the audit requirements of federal funding agencies. The Region 2 Planning Commission makes arrangements for the required financial and compliance audit, and conducts the audit within prescribed audit requirements. Staff charges the annual audit to the indirect cost allocation unless otherwise directed by the cognizant agency, which is the Federal Highway Administration (FHWA).

PWP Organizational Details

Jackson Area Comprehensive Transportation Study (JACTS)

Please refer to the JACTS FY 2027 Unified Work Program (UWP) for detail.

Area Wide Regional Transportation Planning

Please refer to the FY 2027 Regional Transportation Planning Work Program for Hillsdale, Jackson, and Lenawee counties for detail.

Area Wide Economic Development Planning

Please refer to the FY 2026 – FY2028 Partnership Planning grant award for detail.

Local Planning Assistance

The Region 2 Planning Commission provides local planning assistance services to member units of government and their boards, commissions, and agencies. The R2PC offers the following services to local municipalities and counties:

- **Plan Preparation Assistance**
 - Master plans
 - Recreation plans
 - Hazard Mitigation plans
 - Materials Management plans
 - Other strategic plans and miscellaneous studies

- **Zoning Ordinance Assistance**
 - Development of zoning ordinances
 - Review of rezoning proposals and text amendments
 - Review of requests for conditional/special land uses, site plans, variances, and interpretations
 - Review of various airport zoning requests
 - Zoning ordinance administration assistance
 - Provision of zoning ordinance information
- **Geographic Information System (GIS) Mapping Services**
- **Review of Farmland and Open Space Agreement Applications**
- **Grant Writing and Assistance Regarding Grant Applications**

Area wide planning

Consists of various areas of activity by the Region 2 Planning Commission. The areas of assistance provided are as follows:

- **Demographics/Socioeconomic Data**

The R2PC collects, analyzes, and maintains population and socioeconomic data from the U.S. Census Bureau (e.g., decennial census and the American Community Survey) and other sources. R2PC staff and/or member units of local government utilize the information for various local planning-related activities and grant applications.
- **Model Zoning Ordinance**

The R2PC collects and prepares model ordinances on various zoning issues. Staff and member units of local government utilize the information for local zoning-related activities.
- **Natural Resource Information**

The R2PC collects data on natural resources within the region. Staff and member units of local government utilize the information in local planning/zoning-related activities.
- **Local Assistance Program**

The Region 2 Planning Commission promotes its programs/services and alerts member units of local government to important planning issues through its website, during meetings, and various other means.

Wages, Fringe Benefits and Indirect Costs

The above three components are an integral key in calculating the final indirect cost allocation rate.

- The wage base includes the hourly wage rate, and the cost of the following leave benefits:

- Jury duty, when called;
- Military leave, per State and Federal laws;
- Holidays, eleven paid holidays per year;
- Sick leave, accumulated at one day per month; and
- Vacation, accumulated at one day per month.
- The benefits included in the fringe benefit cost allocation are:
 - Medical Insurance (includes dental and vision)
 - Life Insurance (capped at \$50,000.00)
 - Worker's Compensation
 - Pension and Retirement Health Savings Contributions (eligible staff must match)
 - Social Security and Medicare tax (employer's liability)
 - Unemployment Insurance
 - Liability Insurance

The R2PC directly charges a program wage and fringe benefits costs whenever possible. Indirect costs are those benefiting the entire region and whose expenses are not directly related to a specific project or local unit of government. Indirect costs include, but are not limited to the following:

- **R2PC Administration**
Perform R2PC general administrative activities in support of work program responsibilities.
- **Fiscal Management**
Prepare for, assist during, and follow-up on an annual audit; continue to upgrade the accounting system; review time sheets and travel vouchers; monitor R2PC budgets; prepare monthly Treasurer's report; maintain a record of accounts and invoicing/statements to member units of government; review purchases; enter cash receipts; pay submitted bills; and maintain related activities.
- **Personnel Management**
Conduct employee evaluations, recruit staff, and other personnel matters.
- **R2PC Full Commission and Executive Committee Meetings**
Prepare for, attend, and follow-up on Region 2 Planning Commission and Executive Committee meetings.
- **Staff Meetings**
Convene staff meetings and send/respond to communications as needed to review staff activities, discuss programs, and review products and projects.
- **Travel and Training**
The R2PC charges directly any travel and training costs associated with a specific project/activity. Travel and training costs not associated with a specific project/activity are charged indirectly. Travel includes mileage

reimbursements, registrations, lodging, meals, fuel, and related expenses. Training includes any conferences that may enhance the education of staff.

- **Supplies**
Staff charges supplies that cost substantial amounts of funding directly when attributable to a particular project. Most office supplies and materials are charged indirectly.
- **Contractual Services**
The R2PC employs third-party contracts for contractual services in support of projects (charged directly to projects where allowable).
- **Accounting and Auditing**
A Certified Public Accounting (CPA) firm audits the R2PC annually. Staff utilizes BS&A software to account for funds accurately. The R2PC charges accounting and audit expenses costs to the indirect cost allocation base unless otherwise directed by the FHWA.
- **Legal Services**
When staff desires legal advice, it consults a designated attorney in private practice on a fee basis, as the R2PC does not engage in a substantial amount of legal work. Staff charges the services to the program receiving the benefit, or indirectly, if the benefit does not accrue to a particular project.
- **Telephone**
Staff distributes communication charges entirely on an indirect basis.
- **Postage and shipping**
Staff charges postage and shipping expenses indirectly, except when it is possible to charge costs to a particular project.
- **Printing, Binding, and Copying**
Staff generally charges reproduction costs indirectly. Substantial costs attributed to a specific project are directly charged.
- **Insurance**
The R2PC charges insurance costs, including general insurance and bond premiums, indirectly.
- **Office Rent**
Staff charges the rent for the R2PC offices indirectly.
- **Equipment Leases**
The R2PC charges equipment leases indirectly unless they only benefit a specific project.

- **Dues, Subscriptions, and Publications**

Staff charges the costs for agency dues, professional organization memberships for employees, technical publications, newspapers, and other periodicals indirectly.

- **Depreciation Expense**

In accordance with the Governmental Accounting Standards Board (GASB), staff will expense single equipment purchases over \$5,000 in accordance with Statement 34 (GASB 34). The R2PC generally uses fund equity for purchases, depreciated on an annual declining basis, with depreciation charged indirectly.

- **Equipment**

The R2PC charges equipment expenditures for smaller items indirectly. Staff makes capital expenditures for large items independent of the operation budget, depreciated, and generally charged indirectly (see depreciation expense, above).

Indirect costs are never duplicated or included as part of direct costs since the R2PC generates them as part of its integrated budgetary/accounting system. Staff segregates indirect costs by account, accumulated in a distributed cost account and posted to projects in accordance with approved rate application procedures. The cost allocation system is included in the Statement of Total Costs and reflected in the budget summary following this Statement.

Statement of Total Costs
Simplified Allocation Method
Provisional Rate FY 2027

Budget Category	Total Costs	Less: Direct Unallowable Costs	Indirect Costs	Modified Total Direct Costs
Salaries	\$360,152	-	\$125,327	\$ 234,825
Fringe Benefits (36.385%)	\$131,040	-	\$ 45,600	\$ 85,440
Total Personnel Costs	\$491,191	-	\$170,927	\$ 320,264
Supplies	\$ 8,500	-	\$ 4,000	\$ 4,500
CPA services	\$ 7,900	-	\$ 7,900	-
Legal services	\$ 2,000	-	\$ 1,500	\$ 500
Computer services	\$ 2,500	-	\$ 1,000	\$ 1,500
Training	\$ 7,500	-	\$ 2,000	\$ 5,500
Contractual/consulting	\$ 89,505	\$68,505	\$ 21,000	\$ 68,505
Telephone	\$ 3,000	-	\$ 3,000	-
Postage/shipping	\$ 2,000	-	\$ 1,500	\$ 500
Travel	\$ 10,200	-	\$ 5,500	\$ 4,700
Advertising	\$ 1,000	-	\$ 500	\$ 500
Printing/copying	\$ 4,900	-	\$ 4,000	\$ 900
Insurance	\$ 5,000	-	\$ 5,000	-
Equipment repair and maint.	\$ 2,000	-	\$ 1,200	\$ 800
Rent	\$ 40,975	-	\$ 40,975	-
Dues/ subscriptions/publications	\$ 11,500	-	\$ 6,500	\$ 5,000
Post-employment benefit expense	\$ 30,000	-	\$ 30,000	-
Software licenses/fees	\$ 3,000	-	\$ 2,000	\$ 1,000
Miscellaneous expense	\$ 2,829	-	\$ 2,829	-
Total Non-Personnel Costs	\$234,309	\$68,505	\$140,404	\$ 93,905
TOTAL	\$725,500	\$ 68,505	\$311,331	\$414,169

Indirect Cost Rate Calculation

Indirect Costs	\$311,331
Total Direct Salaries & Benefits	\$320,264
Indirect Rate	97.21%

FY 2027 Budgeted Revenue and Expenditures

Revenues:	Budget FY 2027	Total Revenues	Total Expenditures
Grants:			
Federal - FHWA	\$311,753	\$311,753	\$311,753
EDA Grants – Partnership Planning	\$ 70,000	\$ 35,000	\$ 70,000
Subtotal Federal Programs	\$381,753	\$346,753	\$381,753
MDOT – Rural Task Force	\$ 27,456	\$ 27,456	\$ 27,456
MDOT – Regional Transportation	\$ 31,000	\$ 31,000	\$ 31,000
MDOT – Asset Management	\$ 50,650	\$ 50,650	\$ 50,650
Subtotal State Programs	\$109,106	\$109,106	\$109,106
Local units of government – municipalities	\$114,749	\$114,749	-
Local units of government – counties	\$ 46,762	\$ 46,762	-
Area wide planning assistance/Other Agency Expenses	-	\$ 35,000	\$ 35,000
Local planning assistance	-	-	\$ 130,511
Subtotal R2PC Programs	\$161,511	\$196,511	\$165,511
Addition to Programs :			
Contracted Services -			
Local match - FHWA (JCDOT, JATA and City of Jackson)	\$ 69,130	\$ 69,130	\$ 69,130
Other non-member services	\$ 4,000	\$ 4,000	-
Subtotal - Contracted Services	\$ 73,130	\$ 73,130	\$ 69,130
<i>Addition to Fund Balance</i>	-	-	-
FY 2027 Budgeted Revenues and Expenditures	\$725,500	\$725,500	\$725,500

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Renewable Energy Fundamentals

The questions are growing.

Across Michigan, communities are being asked to consider utility-scale solar, wind, and battery energy storage system projects. Along with these proposals come questions about safety, farmland and marginal land, environmental impacts, decommissioning, sound, and Michigan's changing energy infrastructure. This program will explore what is currently known, where uncertainty remains, and how different perspectives and community priorities shape decision-making.

This 4-hour program provides research-based information on the topics communities frequently raise. Through presentations, discussion, and networking, participants will gain a better understanding of Michigan's evolving energy landscape and leave with resources to support continued learning and community conversations.

Who should attend?

This program is designed for local elected officials, planning commissioners, zoning administrators, municipal staff, and interested residents seeking a deeper understanding of renewable energy regulation, siting, and development. Whether you are reviewing projects, participating in local decision-making, or simply looking for reliable information, this program will help you better understand key considerations associated with utility-scale renewable energy systems.

Registration Information

Cost: \$10, light refreshments and snacks provided, 4 MCP

<https://events.anr.msu.edu/fundamentals26/>

Contact:

Mary Reilly, AICP

reillym8@msu.edu

(231) 889-4277 ext.1

Register:



Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status. Issued in furtherance of MSU Extension work, acts of May 8 and June 30, 1914, in cooperation with the U.S. Department of Agriculture. Quentin Tyler, Director, MSU Extension, East Lansing, MI 48824. This information is for educational purposes only. Reference to commercial products or trade names does not imply endorsement by MSU Extension or bias against those not mentioned.

Accommodations for persons with disabilities may be requested by contacting the event contact Mary Reilly (contact above) two weeks before the program date. Requests received after this date will be honored whenever possible.

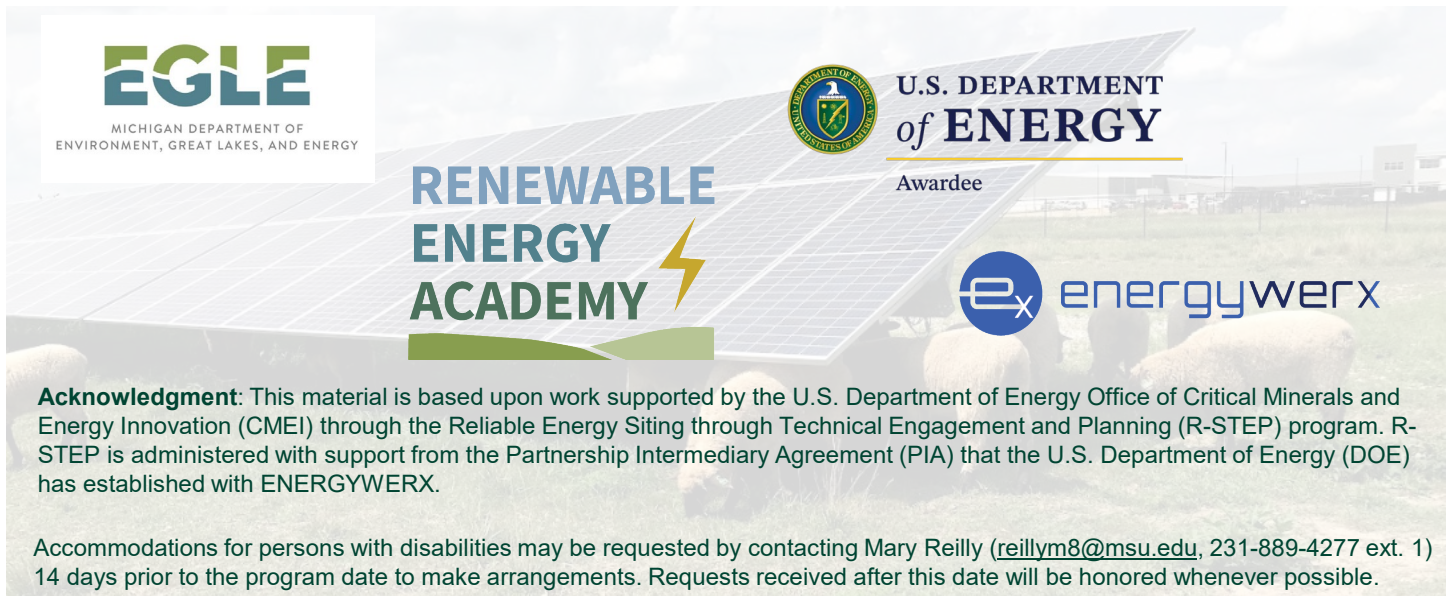
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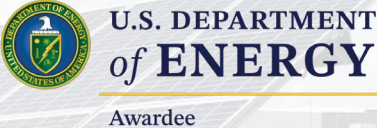
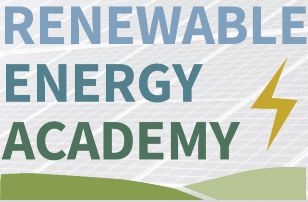


Dates/Locations

Date	Location	Time
September 16 Wednesday	Marquette: Marquette Township Hall, 1000 Commerce Dr., Marquette	1:00 - 4:30 PM
September 17 Thursday	Grayling: Kirtland Community College, 4800 W. 4 Mile Rd., Community Room A, Grayling	1:00 - 4:30 PM
September 24 Thursday	Grand Rapids: MSU Extension Kent County, 775 Ball Ave. N.E., Grand Rapids	1:00 - 4:30 PM
October 6 Tuesday	Brooklyn (near Jackson): Wellwise Services Area Agency on Aging, 107 Chicago St., Brooklyn	1:00 - 4:30 PM
October 15 Thursday	Saginaw: Saginaw Charter Township Fire Station #1 6171 Shattuck Rd., Saginaw	1:00 - 4:30 PM
October 27 Tuesday	Lawrence (near Paw Paw): Van Buren ISD, 490 S. Paw Paw St., Lawrence	1:00 - 4:30 PM

Please check the online registration for additional locations or date changes.




Acknowledgment: This material is based upon work supported by the U.S. Department of Energy Office of Critical Minerals and Energy Innovation (CMEI) through the Reliable Energy Siting through Technical Engagement and Planning (R-STEP) program. R-STEP is administered with support from the Partnership Intermediary Agreement (PIA) that the U.S. Department of Energy (DOE) has established with ENERGYWERX.

Accommodations for persons with disabilities may be requested by contacting Mary Reilly (reillym8@msu.edu, 231-889-4277 ext. 1) 14 days prior to the program date to make arrangements. Requests received after this date will be honored whenever possible.

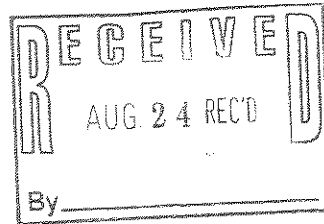
Michigan State University Extension programs and materials are open to all without regard to race, color, national origin, gender, gender identity, religion, age, height, weight, disability, political beliefs, sexual orientation, marital status, family status or veteran status. Issued in furtherance of MSU Extension work, acts of May 8 and June 30, 1914, in cooperation with the U.S. Department of Agriculture. Quentin Tyler, Director, MSU Extension, East Lansing, MI 48824. This information is for educational purposes only. Reference to commercial products or trade names does not imply endorsement by MSU Extension or bias against those not mentioned.



Region 2 Planning Commission
120 W Michigan Ave, 9th Floor
Jackson, MI, 49201

B R i
Beckett & Raeder

*Landscape Architecture
Planning, Engineering &
Environmental Services*



August 15, 2026

Regarding: City of Morenci Master Plan

To whom it may concern:

i
initiative

This letter is to provide notification that the City of Morenci City Council has approved the distribution of a DRAFT Master Plan for the City of Morenci. The draft is available for your review and comment pursuant to Public Act 33 of 2008, the Michigan Planning Enabling Act. It may be accessed at the following link:

<https://www.cityofmorenci.org/>

Upon review, you may submit comments on the plan directly to the project team using the email address or phone number provided here.

A public hearing on the proposed plan will be held by the City of Morenci at 6:30 pm on Thursday, October 22, 2026. All are invited to attend. Meeting and attendance details will be provided on the City's website.

Regards,

Dana Hawthorne, AICP
dhawthorne@bria2.com
734.418.9260

Enclosure: List of organizations and entities receiving this notification

Beckett & Raeder, Inc.
535 West William
Suite 101
Ann Arbor, MI 48103

734 663.2622 ph

www.bria2.com

Petoskey Office
113 Howard St.
Petoskey, MI 49770

231.347.2523 ph

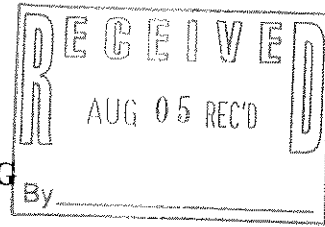
Traverse City Office
148 East Front St.
Suite 307
Traverse City, MI 49684

231.933.8400 ph

Grand Rapids Office
100 Cesar E. Chavez Ave SW
Suite 300
Grand Rapids, MI 49503

616.585.1295 ph

**CLINTON TOWNSHIP
NOTICE OF PUBLIC HEARING
MASTER PLAN**



Notice is hereby given that the Clinton Township Planning Commission will hold a **Public Hearing** on the completed Clinton Township Master Plan at its regularly scheduled meeting on:

Date: Monday, August 24, 2026

Time: 7:00 p.m.

Location: Clinton Township Hall

172 W. Michigan Avenue

Clinton, MI

The Clinton Township Master Plan has been completed, and the required sixty-three (63) day review period has concluded. The purpose of this public hearing is to receive public comment on the proposed Master Plan prior to consideration by the Planning Commission.

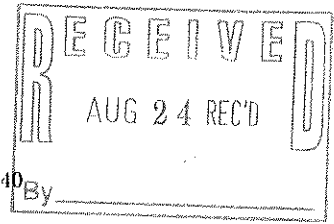
Copies of the Master Plan are available upon request by email or may be viewed on the Township website at **twpofclinton.com**.

Questions regarding this notice or the Master Plan may be directed to:

Kim Scott, Township Clerk

Email: **clerk@twpofclinton.com**

This notice is given pursuant to the **Michigan Open Meetings Act, Public Act 267 of 1976, as amended**. Minutes of the meeting will be recorded and made available to the public in accordance with the Act.



373 LAKESIDE DRIVE P.O. BOX 216 GRASS LAKE, MICHIGAN 49240
Phone: (517) 522-8464 Fax: (517) 522-4955
www.grasslaketownship.gov

August 11, 2026

Jackson County Planning Commission
(Region 2 Planning Commission)
120 West Michigan Avenue
Jackson County Tower Building-9th Floor
Jackson MI, 49201

Attn: Planning Commission

Dear Sirs and Madams:

Grass Lake Charter Township, Jackson County, Michigan, has prepared a proposed Master Plan. In compliance with the requirements of Michigan Public Act 33 of 2008, we are notifying you that a digital copy of the proposed Master Plan, dated June 8, 2026, is available for your inspection. This digital copy, in Adobe PDF format, can be downloaded from the township's website at: <https://www.grasslaketownship.gov/>

According to the Act, you have 63 days to provide comments on the proposed plan to the Grass Lake Township Planning Commission. Any comments should be submitted to the attention of the Township Clerk, by email to gailh@grasslaketownship.gov, or in writing to the Grass Lake Township Hall, located at 373 Lakeside Drive, Grass Lake, MI 49240.

As required by the Act, on August 11, 2026, Grass Lake Township submitted letters to the following adjacent local municipalities notifying them of the availability of the proposed Master Plan for their inspection: Grass Lake Village (119 North Lake Street, P.O. Box 737, Grass Lake, MI 49240); Leoni Township (913 Fifth Street, Michigan Center, MI 49254); Waterloo Township (9773 Mt Hope Road, Munith, MI 49259); Norvell Township (300 Mill Road, Brooklyn, MI 49230); Napoleon Township (6755 Brooklyn Road, Napoleon, MI 4926); Sylvan Township (18027 West Old US Highway 12, Chelsea, MI 48118); Sharon Township (18010 Pleasant Lake Road, Manchester, MI 48158).

Finally, a public hearing on the proposed Master Plan has been scheduled for Thursday, October 15, 2026, at 7:00 p.m., at the Grass Lake Township Hall, located at 373 Lakeside Drive, Grass Lake, MI 49240. Your attendance at the public hearing is welcome.

For further information, please contact me at (517) 522-8464 (Ext. 123) or gailh@grasslaketownship.gov.

Sincerely yours,

Gail Harris, Township Clerk
On Behalf of the Grass Lake Township Planning Commission