

AGENDA

REGION 2 PLANNING COMMISSION

Full Commission

FOR FURTHER INFORMATION, CONTACT:

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

DATE: Thursday, March 9, 2023

TIME: 2:00 P.M.

WHERE:

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

Comments will be solicited on each item following discussion and prior to any final action.

PAGE #

1. Call to Order
2. Approval of the March 9, 2023 Agenda – **ACTION**
3. Public Comment
4. Approval of the Full Commission Meeting Minutes for January 12, 2023 (see enclosure) – **ACTION** 2
5. Approval of Action Taken at the February 9, 2023 Executive Committee Meeting (see enclosure) – **ACTION** 5
6. Receipt of Treasurer's Report of February 28, 2023 (see enclosure) – **ACTION** 8
7. Approval of March 9, 2023 Submitted Bills (see enclosure) – **ACTION** 12
8. Staff Progress Report for February, 2023 (see enclosure) – **DISCUSSION** 13
9. Targets for 2023 Safety Performance Measures – Resolution Adoption (see enclosures) – **ACTION** 17
10. Appointment of the 2023 R2PC Personnel and Finance Committee (see enclosure) – **ACTION** 26
11. Approval of Lease Renewal with Jackson County (see enclosure) – **ACTION** 27
12. Other Business
 - Sponsorship of the Jackson Hot Air Jubilee (see enclosure) 29
13. Public Comment / Commissioners' Comments
14. Adjournment

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

MEETING MINUTES

Region 2 Planning Commission - Full Commission
Lenawee District Library
4459 W. U.S. 223
Adrian, MI 49221

Thursday, January 12, 2023

I. Call to Order – Chair Jancek called the meeting to order at 2:02 PM. A quorum was present.

Attendance:

Acker	Dillon	Jennings	Schlecte (E)
Adams	✓ Donaldson (E)	Kastel	Shaw
Andrews	Duckham (E)	Keener	✓ Shotwell (E)
✓ Bair (E)	✓ Elwell (E)	Keller	✓ Sigers (E)
Beach	✓ Everidge	Koehn	✓ Smith (E)
Beecher	Gaede (E)	Lammers	✓ Snell
✓ Beeker (E)	Gallagher	Lance	✓ Southworth (E)
Blythe	Gentner	Linnabary	Sutherland
Boggs	Gould, J.	✓ Mackinder	✓ Swartzlander (E)
Bolton	Gould, L. (E)	Miller	Teriaco
Bush	Greene (E)	Minnick, Jr.	✓ Tillotson (E)
Bussell	Greenleaf	Mitchell	Todd
Camacho	✓ Griffin	Montrief	Van Doren
Chamberlain	Gross	Navarro	Votzke
Collins	✓ Havican (E)	Nickel	Webb
Cornish	Hawkins	✓ Overton (E)	Weir
Cousino	✓ Hawley	Penrose	Williams
Cure	Heath	Pixley	Wilson
Cure	✓ Herlein	Root	Witt (E)
David	✓ Jancek (E)	Saenz	✓ Wittenbach (E)

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

Staff Present: Jacob Hurt and Jill Liogghio

Others Present: Roger Johnson, Deerfield Township; Joaquin Ramos, A3; Cara Snyder, A3; Frank Nagle, Director of Community Impact, Michigan for ProMedica.

- II. **Approval of the January 12, 2023 Agenda** – The motion was made by Comm. Duckham, supported by Comm. Tillotson, to approve the January 12, 2023 agenda as presented. The motion carried unanimously.
- III. **Public Comment** – Chair Jancek requested public comment. Andy Penrose, City of Jonesville, introduced himself.
- IV. **Approval of the Full Commission Meeting Minutes for September 8, 2022** – The motion was made by Comm. Bair, supported by Comm. Tillotson, to approve the Full Commission meeting minutes of September 8, 2022 as submitted. The motion carried unanimously.
- V. **Approval of the Action Taken at the October 13, 2022 Executive Committee Meeting** – The motion was made by Comm. Snell, supported by Comm. Swartzlander, to approve the action taken at the October 13, 2022 Executive Committee meeting. The motion carried unanimously.
- VI. **Receipt of Treasurer’s Report of December 31, 2022** – A motion was made by Comm. Duckham, and supported by Comm. Snell, to receive the December 31, 2022 Treasurer’s Report as presented. The motion carried unanimously.
- VII. **Approval of January 12, 2023 Submitted Bills** – A motion was made by Comm. Bair, supported by Comm. Swartzlander, to approve payment of the January 12, 2023 submitted bills. The motion carried unanimously.
- VIII. **Staff Progress Report for December 2022** – The December 2022 staff progress report was included in the agenda packet. Mr. Hurt presented highlights from the staff progress report for the month of December.
- IX. **Report of the Nominating Committee / Election of the 2023 Executive Committee** – Mr. Hurt reported that there were 5 vacancies on the Executive Committee – 1 representing the City of Jackson and 4 representing at-large. Motion was made by Comm. Duckham, supported by Comm. Snell. The motion carried unanimously. The 2023 Executive Committee members are as follows:

Alan Beeker	Representing City of Hillsdale
James Shotwell	Representing Jackson County
Phil Duckham	Representing Jackson County
Mike Overton	Representing Jackson County
Matt Swartzlander	Representing Jackson County
Tony Bair	Representing Jackson County
Jonathan Greene	Representing City of Jackson
Laura Schlecte	Representing City of Jackson
Jim Goetz	Representing Lenawee County
Ralph Tillotson	Representing Lenawee County
Dale Witt	Representing Lenawee County
Pete Jancek	Representing At Large
Larry Gould	Representing At Large
David Elwell	Representing At Large
Roger Gaede	Representing At Large
Rick Sigers	Representing At Large
Chris Wittenbach	Representing At Large

Diane Donaldson	Representing At Large
Joanne Havican	Representing At Large
Jason Smith	Representing At Large
Judy Southworth	Representing At Large

- X. Presentation by Frank Nagle, Director of Community Impact, Michigan for Pro-Medica, regarding Adrian Ebeid Neighborhood Promise.**
- XI. Other Business** – Mr. Hurt explained that included in the packet was an update on the Jackson Railroad Bridge. Additionally, Mr. Hurt mentioned that included in the packet was the meeting calendar for the 2023 Region 2 Planning Commission.
- XII. Public Comment / Commissioners' Comments** – No comments were made.
- XIV. Adjournment** – There being no further business, Chair Jancek adjourned the meeting at 2:45 p.m.

Jacob Hurt
Executive Director

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

MEETING MINUTES

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

Thursday, February 9, 2023

- I. **Call to Order** – Chair Jancek called the meeting to order at 2:02 PM. A quorum was present.

Attendance:

✓ Bair	Gaede	Overton	Southworth
✓ Beeker	✓ Gould	✓ Schlecte	✓ Swartzlander
✓ Donaldson	Greene	Shotwell	✓ Tillotson
Duckham	✓ Havican	✓ Sigers	Witt
✓ Elwell	✓ Jancek	Smith	Wittenbach

Key: ✓ = present

Staff Present: Jill Liogghio and Doug Terry

Others Present: Allan Andrews, Reading Twp.; James Minnick, Jr., Jackson County; Andy Penrose, City of Jonesville; Charles Weir, City of Hudson, Sue Smith, Hillsdale EDP; Andrea Strach, MDOT.

- II. **Approval of the February 9, 2023 Agenda** – The motion was made by Comm. Tillotson, supported by Comm. Bair, to approve the February 9, 2023 agenda as presented. The motion carried unanimously.
- III. **Public Comment** – Chair Jancek requested public comment.
- IV. **Approval of the Executive Committee Meeting Minutes for December 8, 2022** – The motion was made by Comm. Bair, supported by Comm. Swartzlander, to approve the Executive Committee meeting minutes of December 8, 2022 as submitted. The motion carried unanimously.

- V. **Receipt of Treasurer’s Report of January 31, 2023** – A motion was made by Comm. Bair, and supported by Comm. Sigers, to receive the January 31, 2023 Treasurer’s Report as presented. The motion carried unanimously.
- VI. **Approval of February 9, 2023 Submitted Bills** – A motion was made by Comm. Schlecte, supported by Comm. Elwell, to approve payment of the February 9, 2023 submitted bills. The motion carried unanimously.
- VII. **Staff Progress Report for January 2023** – The December 2023 staff progress report was included in the agenda packet.
- VIII. **Approval of Amendments to the JACTS FY 2023-2026 Transportation Improvement Program (TIP)** – The following amendments to the JACTS FY 2023-2026 Transportation Improvement Program (TIP) were submitted by the City of Jackson and Jackson County Department of Transportation:

FY	Job #	Name	Limits	Description	Funding	Action
2023 City of Jackson	218479	North St.- Wisner St. to West Ave.		Pavement re- placement in- cluding the inter- section of Wis- ner St. and North St. going about 140 north of North Street and about 80 feet south of North St.	Federal \$320,000 City \$221,153	Add
2023 JCDOT	216635	Signal Moderniza- tion Pro- jects	Lansing Ave and Parnall Rd.; Badgley Rd. and Horton Rd. Inter- section; McCain Rd. and Robin- son Rd. In- tersection	Modernize Exist- ing Traffic Sig- nals	\$351,000 STUL <u>\$450,357</u> STUL \$801,357 STUL	Add Funding and Change Project Limits

The motion was made by Comm. Schlecte, supported by Comm. Bair, to approve the TIP amendments presented by the City of Jackson and Jackson County Department of Transportation. The motion carried unanimously.

- IX. **Approval of Staff Travel Request to Bentonville, Arkansas** – Request was made by Jacob Hurt to attend the IMBA Trail Labs Foundations workshop. Motion was made by Comm. Bair, supported by Comm. Schlecte to approve staff travel to Bentonville, Arkansas for Trail Labs Foundations workshop.

- X. Presentation by Susan Smith, Executive Director, Hillsdale EDP** – Susan Smith discussed the Alphi-Bay Manufacturing being acquired by a Ultra-Fit. She also gave an update on relocating the railroad in Hillsdale. Possible sites are along the M-99 or Beck Road corridor. She also provided handouts.
- XI. Other Business** – None.
- XII. Public Comment / Commissioners' Comments** – No comments were made.
- XIII. Adjournment** – There being no further business, Chair Jancek adjourned the meeting at 2:32 p.m.

Jill Liogghio
R2PC Staff

REGION 2 PLANNING COMMISSION
Treasurer's Report - Monthly Summary
as of February 28, 2023

Checking Account Balance ending, January 31 2023		\$	507,034.03
Deposit Summary:			
<i>February 2023 EFT Deposits</i>		\$	-
<i>February 2023 Bank Deposits</i>			8,940.24
<i>February 2023 Adjustments</i>			(1,298.01)
Total Deposits plus Bank Balance		<u>\$</u>	<u>514,676.26</u>
Expenses:			
<i>Submitted Expenses - February 2023 **</i>	\$		(6,964.67)
<i>Interim Expenses</i>			(450.94)
<i>Payroll/Related Expenses</i>			(19,426.30)
Subtotal of Expenses	<u>\$</u>		<u>(26,841.91)</u>
Balance Checking Account ending February 28, 2023		<u>\$</u>	<u>487,834.35</u>
<i>Balance CD Investments ending February 28, 2023</i>		<u>\$</u>	<u>106,259.91</u>
Total Cash on Hand		<u>\$</u>	<u>594,094.26</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, 2023

2/28/2023	EFT Deposits:		
	None		-
	Subtotal - EFT Deposits	\$	-
2/28/2023	Check Deposits:		
	Palmyra Township - FY2023 Dues		548.37
	Pulaski Township - FY2023 Dues		508.41
	Riga Township - FY2023 Dues		347.22
	Rives Township - FY2023 Dues		1,282.50
	Sandstone Charter Township - FY2023 Dues		1,060.29
	Scipio Township - FY2023 Dues		498.15
	Seneca Township - FY2023 Dues		311.85
	Somerset Township - FY2023 Dues		1,238.76
	City of Hillsdale - FY2023 Dues		2,169.72
	City of Reading - FY2023 Dues		295.38
	Village of Clinton - FY2023 Dues		679.59
	Subtotal - Check Deposits	\$	8,940.24
2/28/2023	Adjustments to cash:		
	<i>Bank fees - February</i>		(152.23)
	<i>Paycor Fees - February</i>		(310.78)
	<i>Credit Card Charges - Crains Detroit Business - subscription</i>		(15.00)
	<i>Credit Card Charges - Adobe Creative Cloud- subscription</i>		(42.39)
	<i>Credit Card Charges - Survey Monkey</i>		(468.00)
	<i>Credit Card Charges - Amazon - supplies</i>		(27.54)
	<i>Credit Card Charges - Office Max - supplies</i>		(113.28)
	<i>Credit Card Charges - USPS - postage</i>		(59.16)
	<i>Credit Card Charges - Mlive - subscription</i>		(100.00)
	<i>Credit Card Charges - Meijer - supplies</i>		(49.53)
	<i>American Express card credit</i>		39.90
	Subtotal - Adjustments to Cash	\$	(1,298.01)
	Total Net Deposits	\$	7,642.23

**REGION 2 PLANNING COMMISSION
INTERIM BILLING and PAYROLL EXPENSES
as of February 28, 2023**

Interim Billing for February, 2023

<u>Vendor</u>	<u>Description</u>	<u>Amount</u>	<u>Check #</u>
Abbott, Thomson, Mauldin	Advice/Consultation	\$ 112.50	15290
Allegra	February 2023 R2PC Packet	\$ 88.44	15291
MissionSquare	Quarterly Fee	\$ 250.00	15296
Total Interim Billing for February, 2023		\$ 450.94	

Payroll & Travel Related Expenses:

<i>Paid February 3, 2023</i>		<i>by Direct Deposit/EFT</i>	
Paycor	Payroll Disbursement	\$ 6,790.81	
J. Hurt	Travel Reimbursement	\$ 329.03	
	Total	\$ 7,119.84	
 <i>Paid February 17, 2022</i>		 <i>by Direct Deposit/EFT</i>	
Paycor	Payroll Disbursement	\$ 12,264.54	
J. Liogghio	Travel Reimbursement	\$ 41.92	
	Total	\$ 12,306.46	
Total Payroll Expenses for February, 2023		\$ 19,426.30	

**Region 2 Planning Commission
Outstanding Accounts Receivable
as of January 31, 2023**

Municipality/Source	Date	Inv. No.	Amount
Somerset Township - services through September 30, 2022	12/6/2022	9005	556.39
Macon Township - services through September 30, 2022	12/6/2022	8000	1,442.39
Leoni DDA Strategic Plan - services through September 30, 2022	12/6/2022	7807	11,651.46

<i>FY 2023 Balance as of January 31, 2023</i>	\$ 13,650.24
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REGION 2 PLANNING COMMISSION
Submitted Bills
March 9, 2023

Vendor	Description	Amount Due
County of Jackson	Rent Expense for March 2023	\$ 3,265.62
G.R.E.A.T.	Subscription Renewal	\$ 20.00
Jackson County	Postage January 2023	\$ 19.35
Mlive	JACTS Advertising	\$ 134.81
MissionSquare	401/RHS Employer Contribution	\$ 1,244.90
Ricoh	Maint. Contract/Purchase of New Copier	\$ 5,024.23
Total Submitted Billing - March, 2023		\$ 9,708.91

Region 2

PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

Staff Progress Report *February 2023*

Area-Wide Regional Planning Activities

Economic Development Activities

- **Economic Development Administration (EDA).** Staff was involved in the following activities on behalf of the R2PC Economic Development District (EDD):
 - Non-competitive EDD (Economic Development District) CARES (Coronavirus Aid, Relief, and Economic Security) Act supplemental grant award to address the economic consequences of the COVID-19 Pandemic. The \$351,183 award will fund the launching of an easy-to-use website that will serve as a resource for local businesses, the hiring of a disaster recovery coordinator, and the implementation of other CEDS goals.
 - Staff submitted the semi-annual GRPA CARES Act report to EDA on February 15.
 - EDA grant award for R2PC EDD's FY 2022 Partnership Planning Assistance, which will be used to begin implementation of the 2021 – 2025 CEDS.
 - Staff submitted the semi-annual GRPA Partnership Planning report to EDA on February 15.
 - Received notification that R2PC EDD received a FY2023 Partnership Planning Grant from EDA to continue implementation of the 2021 – 2025 CEDS on February 17.
 - Staff participated in EDA's Chicago Regional Office quarterly EDD call on February 1.
- **Outdoor Recreation as Economic Development.** Staff continued development of a strategy to leverage regional outdoor recreation assets for economic development purposes as detailed in the 2021 – 2025 CEDS.
- **Downtown Development Authorities (DDAs).**
 - Provided administrative staffing for the Leoni DDA at its meeting on February 1.
- **Broadband.**
 - Staff began coordinating a partnership with SEMCOG on their Broadband Navigator Grant to provide services to Region 2's three counties as part of MEDC's Region 9 (Washtenaw, Livingston, Monroe, Lenawee, Jackson, and Hillsdale Counties).

[February 2023 Staff Progress Report]

R2PC Activities

- **R2PC Website.** Staff continued updating www.region2planning.com.
- **Training.** No activities.
- **TAMC.** No activities.
- **MAR.** Staff Participated in the Michigan Association of Regions monthly meeting via Zoom on February 14. Staff began planning coordination with MAR leadership in preparation for R2PC serving as host of the 2023 MAR Annual Meeting, scheduled for May 9-10, 2023 in Jackson.

Regional Transportation Planning Hillsdale, Jackson, and Lenawee Counties

- Staff participated in a virtual meeting on February 28 with representatives of KFH Group who are working with the MDOT Office of Passenger Transportation (OPT) in the statewide development of coordinated transportation plans in each of the 14 MAR service areas. These plans are required for funding through the Federal Transit Administration (FTA) Enhanced Mobility of Seniors and Individuals with Disabilities (Section 5310) Program administered by MDOT OPT.

Asset Management Hillsdale, Jackson, and Lenawee Counties

- No activities.

Metropolitan Area Transportation Planning Jackson Area Comprehensive Transportation Study

Database Management:

- No activities.

Long-Range Planning:

- Staff hosted a meeting with MDOT and our transportation partners for 2050 LRTP development on February 2. Staff also participated in a virtual 2050 LRTP meeting with MDOT and our transportation partners on February 16.

Short-Range Planning:

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

Program Management

- Staff participated in the MDOT CPG Funding virtual meeting on February 7.
- The JACTS TAC and Policy Committee met on February 15 and 16 to address TIP amendments.

[February 2023 Staff Progress Report]

Jackson Traffic Safety Program

- No activity for the month of February.

Local Planning Assistance

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

Jackson County

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

- **Recreation Plan.** Staff released the public survey for the 2024 – 2028 version of the Township’s recreation plan on February 15.

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

- **Zoning Ordinance.** Staff received notification from the Clerk of Hanover Township on February 15 that R2PC was awarded the contract to update the Township’s Zoning Ordinance. The project will begin on April 19.

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

- **County Planning Commission (JCPC).** The February 9 JCPC Meeting addressed two PA 116 Farmland Agreements (approved) and one rezoning request from Napoleon Township (disapproved).
- **Public Safety and Transportation Committee.** Staff provided R2PC’s semi-annual (July 1 – December 31, 2022) report to the Commissioner’s PS&T Committee on February 13.

Lenawee County

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

- **Rezoning.** Staff met with a representative of Raisin Charter Township on February 27 to discuss an upcoming request for rezoning.

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

- **County Planning Commission (LCPC).** The February LCPC Meeting was held on February 16. The LCPC approved a PA 116 Farmland Agreement from Adrian Charter Township, and took no action on solar-related zoning text amendment from the Macon Township. The LCPC also took no action on the revised Deerfield Township Zoning Ordinance.

Hillsdale County

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

- **2023 – 2027 Recreation Plan.** Continued development of recreation plan for the City of Jonesville.

[February 2023 Staff Progress Report]

Greater Irish Hills

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

- **Greater Irish Hills Recreation Plan.** Staff continued development of the *Greater Irish Hills Recreation Plan*.

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

To: JACTS Technical Advisory, JACTS Policy and Region 2 Planning Commission committee members

From: Jacob Hurt, Executive Director

Date: February 28, 2023

Subject: Targets for 2023 Transportation Performance Measures – Resolution Adoption

The Federal Highway Administration (FHWA) continues to require that States, MPOs, and operators of public transportation establish targets in specific national performance areas. MPOs may support the state targets for the performance measures and/or establish specific numeric targets on their own. MPOs will not be penalized if MDOT does not meet any of their performance measure targets.

MDOT has been working with MPOs across the state to share information as the targets and timelines are developed. The 2023 safety performance measures were due to MDOT by February 27, 2023. Upon review of the materials from FHWA and MDOT, the **Region 2 Planning Commission staff recommends** that the Region 2 Planning Commission, acting as the MPO, agrees **to support MDOT’s Bridge Condition Performance Measure Targets; Pavement Conditions Performance Measure Targets; Safety Performance Measure Targets; and System Reliability Performance Measure Targets for Calendar Year 2023** by passing the attached resolutions.

MDOT has provided the following information regarding the Safety Performance Measures:

To meet the safety goal of reducing fatalities and serious injuries on the state trunkline system, MDOT’s Safety Program’s focus is to select cost-effective safety improvements, as identified in Michigan’s Strategic Highway Safety Plan (SHSP), and to address trunkline locations with correctable fatality and serious injury crashes. All proposed safety funded improvements must be supported by the MDOT Region’s Toward Zero Deaths (TZD) Implementation Plan to mitigate crashes within the region. Priority is given to the projects within each Region that align with SHSP focus area improvements that have the lowest cost/benefit analysis or are a proven low-cost safety improvement to address the correctable crash pattern. On the local road system, MDOT administers federal safety funds for safety improvements supported by a Local Road Safety Plan or addressed by means of a low-cost safety project. High Risk Rural Roads is one program used to address rural roadways where fatalities and serious injuries exceed the statewide average for that class of roadway.

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

Region 2 Planning Commission Resolution to Support Michigan Department of Transportation State Targets for Bridge Condition Performance Measures

WHEREAS, the Region 2 Planning Commission has been designated by the Governor of the State of Michigan as the Metropolitan Planning Organization responsible for the comprehensive, continuing, and cooperative transportation planning process for Jackson County;

WHEREAS, the Highway Bridge Improvement Program final representatives for the Road Commission rule (23 CRF Part 490) requires States to set targets for two bridge performance measures by December 31, 2022 and MPO's to set targets 180 days after the States target date; and

WHEREAS, the Michigan Department of Transportation (MDOT) has established targets for two bridge performance measures based on five year rolling averages for:

1. Percent National Highway System (NHS) Deck Area in Good Condition
2. Percent NHS Deck Area in Poor Condition; and

WHEREAS, the MDOT coordinated the establishment of Bridge target with the 14 Metropolitan Planning Organizations (MPOs) in Michigan through the monthly Target Coordination Meetings and through discussions at various meetings of the Michigan Transportation Planning Association, and

WHEREAS, the MDOT has officially adopted the state Bridge targets in the Highway Improvement Program annual report dated December 14, 2022, and

WHEREAS, the Region 2 Planning Commission may, within 180 days of the State establishing and reporting its bridge targets, establish bridge targets by agreeing to plan and program projects so that they contribute toward the accomplishment of the state bridge targets, or committing to a quantifiable target for each bridge performance measure for their own metropolitan planning area,

BE IT FURTHER RESOLVED, that the Region 2 Planning Commission will plan and program projects that contribute to the accomplishment of state bridge targets.

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

Michigan State Bridge Condition Targets for Calendar Years 2022-2025

Bridge Condition Performance Measure	Baseline Condition 2022-2025	2-year Target	4-year Target
Deck Area in Good Condition	22.1%	15.2%	12.8%
Deck Area in Poor Condition	7.0%	6.8%	5.8%

PASSED, ADOPTED, and APPROVED this ninth day of March 2023.

By:

Pete Jancek, Chair
Region 2 Planning Commission

Jacob Hurt, Executive Director
Region 2 Planning Commission

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

Region 2 Planning Commission Resolution to Support Michigan Department of Transportation State Targets for Pavement Conditions Performance Measures

WHEREAS, the Region 2 Planning Commission has been designated by the Governor of the State of Michigan as the Metropolitan Planning Organization responsible for the comprehensive, continuing, and cooperative transportation planning process for Jackson County;

WHEREAS, the Highway Pavement Improvement Program final representatives for the Road Commission rule (23 CRF Part 490) requires States to set targets for four pavement performance measures by December 31, 2022 and MPO's to set targets 180 days after the States target date; and

WHEREAS, the Michigan Department of Transportation (MDOT) has established targets for four pavement performance measures based on five year rolling averages for:

1. Percent of Interstate Pavement in Good Condition
2. Percent of Interstate Pavement in Poor Condition
3. Percent of Non-Interstate NHS Pavement in Good Condition
4. Percent of Non-Interstate NHS Pavement in Poor Condition; and

WHEREAS, the MDOT coordinated the establishment of Pavement target with the 14 Metropolitan Planning Organizations (MPOs) in Michigan through the monthly Target Coordination Meetings and through discussions at various meetings of the Michigan Transportation Planning Association, and

WHEREAS, the MDOT has officially adopted the state Pavement targets in the Highway Improvement Program annual report dated December 14, 2022, and

WHEREAS, the Region 2 Planning Commission may, within 180 days of the State establishing and reporting its pavement targets, establish pavement targets by agreeing to plan and program projects so that they contribute toward the accomplishment of the state pavement targets, or committing to a quantifiable target for each pavement performance measure for their own metropolitan planning area,

BE IT RESOLVED, that the Region 2 Planning Commission will plan and program projects that contribute to the accomplishment of state pavement targets.

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

Michigan State Pavement Condition Targets for Calendar Years 2022-2025

Pavement Condition Performance Measure	Baseline Condition 2022-2025	2-year Target	4-year Target
% of Interstate Pavement in Good Condition	70.4%	59.2%	56.7%
% of Interstate Pavement in Poor Condition	1.8%	5.0%	5.0%
% of Non-Interstate NHS Pavement in Good Condition	41.6%	33.1%	33.1%
% of Non-Interstate NHS Pavement in Poor Condition	8.9%	10.0%	10.0%

PASSED, ADOPTED, and APPROVED this ninth day of March 2023.

By:

Pete Jancek, Chair
Region 2 Planning Commission

Jacob Hurt, Executive Director
Region 2 Planning Commission

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

Region 2 Planning Commission Resolution to Support Michigan Department of Transportation State Targets for Safety Performance Measures

WHEREAS, the Region 2 Planning Commission has been designated by the Governor of the State of Michigan as the Metropolitan Planning Organization responsible for the comprehensive, continuing, and cooperative transportation planning process for Jackson County;

WHEREAS, the Highway Safety Improvement Program final rule (23 CRF Part 490) requires States to set targets for five safety performance measures by August 31, 2022 and MPO's to set targets 180 days after the States target date; and

WHEREAS, the Michigan Department of Transportation (MDOT) has established targets for five safety performance measures based on five year rolling averages for:

1. Number of Fatalities,
2. Rate of Fatalities per 100 million Vehicle Miles Traveled (VMT),
3. Number of Serious Injuries,
4. Rate of Serious Injuries per 100 million VMT,
5. Number of Non-Motorized Fatalities and Non-Motorized Serious Injuries; and

WHEREAS, the MDOT coordinated the establishment of Safety targets with the 14 Metropolitan Planning Organizations (MPOs) in Michigan through the monthly Target Coordination Meetings and through discussions at various meetings of the Michigan Transportation Planning Association, and

WHEREAS, the MDOT has officially adopted the state Safety targets in the Highway Safety Improvement Program annual report dated August 31, 2022, and

WHEREAS, the Region 2 Planning Commission may, within 180 days of the State establishing and reporting its Safety targets, establish Safety targets by agreeing to plan and program projects so that they contribute toward the accomplishment of the state Safety targets, or committing to a quantifiable target for each Safety performance measure for their own metropolitan planning area,

BE IT RESOLVED, that the Region 2 Planning Commission will plan and program projects that contribute to the accomplishment of state Safety targets.

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

Michigan State Safety Targets for Calendar Year 2023

Safety Performance Measure	Baseline Condition (2017-2021)	Calendar Year 2023 State Safety Targets
Fatalities	1,041.8	1,105.6
Fatality Rate	1.071	1.136
Serious Injuries	5,742.2	5,909.2
Serious Injury Rate	5.878	6.058
Non-Motorized Fatalities and Serious Injuries (Pedestrian and Bicycle)	752.0	743.4

PASSED, ADOPTED, and APPROVED this ninth day of March 2023.

By: _____
Pete Jancek, Chair
Region 2 Planning Commission

Jacob Hurt, Executive Director
Region 2 Planning Commission

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

Region 2 Planning Commission Resolution to Support Michigan Department of Transportation State Targets for System Reliability Performance Measures

WHEREAS, the Region 2 Planning Commission has been designated by the Governor of the State of Michigan as the Metropolitan Planning Organization responsible for the comprehensive, continuing, and cooperative transportation planning process for Jackson County;

WHEREAS, the Highway System Reliability Improvement Program final representatives for the Road Commission rule (23 CRF Part 490) requires States to set targets for four System Reliability performance measures by December 31, 2022 and MPO's to set targets 180 days after the States target date; and

WHEREAS, the Michigan Department of Transportation (MDOT) has established targets for four System Reliability performance measures based on five year rolling averages for:

1. Level of Travel Time Reliability of the Interstate
2. Level of Travel Time Reliability of the Non-Interstate NHS
3. Freight Reliability Measure on the Interstate; and

WHEREAS, the MDOT coordinated the establishment of System Reliability target with the 14 Metropolitan Planning Organizations (MPOs) in Michigan through the monthly Target Coordination Meetings and through discussions at various meetings of the Michigan Transportation Planning Association, and

WHEREAS, the MDOT has officially adopted the state System Reliability targets in the Highway Improvement Program annual report dated December 14, 2022, and

WHEREAS, the Region 2 Planning Commission may, within 180 days of the State establishing and reporting its System Reliability targets, establish System Reliability targets by agreeing to plan and program projects so that they contribute toward the accomplishment of the state System Reliability targets, or committing to a quantifiable target for each System Reliability performance measure for their own metropolitan planning area,

BE IT FURTHER RESOLVED, that the Region 2 Planning Commission will plan and program projects that contribute to the accomplishment of state System Reliability targets

Region 2 PLANNING COMMISSION

Serving Hillsdale, Jackson & Lenawee Counties

Michigan State System Reliability Targets for Calendar Years 2022-2025

System Reliability Performance Measure	Baseline Condition 2022-2025	4-year Target
Level or Travel Time Reliability of Interstate	97.1%	80.0%
Level of Travel Time Reliability of the Non-Interstate NHS	94.4%	75.0%
Freight Reliability Measure on the Instate	1.31	1.60

PASSED, ADOPTED, and APPROVED this ninth day of March 2023.

By: _____
Pete Jancek, Chair
Region 2 Planning Commission

Jacob Hurt, Executive Director
Region 2 Planning Commission

MEMORANDUM

TO: Region 2 Planning Commission

FROM: Jacob Hurt, Executive Director

DATE: March 1, 2023

SUBJECT: Appointment of the 2023 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 March Full Commission meeting. The purpose of the Committee is to review personnel and financial concerns of the Commission and provide recommendations to the Executive Director, the R2PC Executive Committee, and/or the Full Commission.

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

Members of the 2022 Personnel and Finance Committee include Tony Bair, Roger Gaede, Pete Jancek – Chair, Mike Overton – Treasurer, and Ralph Tillotson.

Nominations for the appointments will be taken from the floor.

MEMORANDUM

TO: Region 2 Planning Commission
FROM: Jacob Hurt, Executive Director
DATE: March 1, 2023
SUBJECT: Renewal of Office Space Lease with Jackson County

The lease term for Region 2's office space on the ninth floor of the County Tower is set to expire on June 30, 2023.

Jackson County has prepared a new lease agreement to begin on July 1, 2023 for a five-year term ending on June 30, 2028. Also included is an automatic five-year lease extension that would commence on July 1, 2028 and end on June 30, 2033. The lease includes an annual 2% rent increase on July 1 each year.

The initial monthly rent for Region 2's space would be \$3,330.92 beginning on July 1, 2023. The monthly lease rate for the entire initial five-year term and automatic five-year extension is detailed on the attached spreadsheet.

If the Region 2 board elects to approve the proposed lease agreement it will need to be forwarded to Jackson County for their approval.

Region 2 Planning Commission
 Lease Agreement for Rent
 County of Jackson

	FY 2023 - FY 2028					FY 2028 - FY 2033					
	Initial Lease Begins July 1, 2023 June 30, 2028 Initial Lease Ends					Lease Extension begins July 1, 2028 June 30, 2033 Lease Extension Ends					
	FY 2023	FY 2024	FY 2025	FY 2026	FY 2027	FY 2028	FY 2029	FY 2030	FY 2031	FY 2032	FY 2033
January	\$3,265.62	\$3,330.92	\$3,397.54	\$3,465.49	\$3,534.80	\$3,605.50	\$3,677.61	\$3,751.16	\$3,826.18	\$3,902.70	\$3,980.76
February	\$3,265.62	\$3,330.92	\$3,397.54	\$3,465.49	\$3,534.80	\$3,605.50	\$3,677.61	\$3,751.16	\$3,826.18	\$3,902.70	\$3,980.76
March	\$3,265.62	\$3,330.92	\$3,397.54	\$3,465.49	\$3,534.80	\$3,605.50	\$3,677.61	\$3,751.16	\$3,826.18	\$3,902.70	\$3,980.76
April	\$3,265.62	\$3,330.92	\$3,397.54	\$3,465.49	\$3,534.80	\$3,605.50	\$3,677.61	\$3,751.16	\$3,826.18	\$3,902.70	\$3,980.76
May	\$3,265.62	\$3,330.92	\$3,397.54	\$3,465.49	\$3,534.80	\$3,605.50	\$3,677.61	\$3,751.16	\$3,826.18	\$3,902.70	\$3,980.76
June	\$3,265.62	\$3,330.92	\$3,397.54	\$3,465.49	\$3,534.80	\$3,605.50	\$3,677.61	\$3,751.16	\$3,826.18	\$3,902.70	\$3,980.76
July	\$3,330.92	\$3,397.54	\$3,465.49	\$3,534.80	\$3,605.50	\$3,677.61	\$3,751.16	\$3,826.18	\$3,902.70	\$3,980.76	
August	\$3,330.92	\$3,397.54	\$3,465.49	\$3,534.80	\$3,605.50	\$3,677.61	\$3,751.16	\$3,826.18	\$3,902.70	\$3,980.76	
September	\$3,330.92	\$3,397.54	\$3,465.49	\$3,534.80	\$3,605.50	\$3,677.61	\$3,751.16	\$3,826.18	\$3,902.70	\$3,980.76	
October	\$3,330.92	\$3,397.54	\$3,465.49	\$3,534.80	\$3,605.50	\$3,677.61	\$3,751.16	\$3,826.18	\$3,902.70	\$3,980.76	
November	\$3,330.92	\$3,397.54	\$3,465.49	\$3,534.80	\$3,605.50	\$3,677.61	\$3,751.16	\$3,826.18	\$3,902.70	\$3,980.76	
December	\$3,330.92	\$3,397.54	\$3,465.49	\$3,534.80	\$3,605.50	\$3,677.61	\$3,751.16	\$3,826.18	\$3,902.70	\$3,980.76	
2% Annual Increase: In July of each year	\$39,971.04	\$40,770.48	\$41,585.88	\$42,417.60	\$43,266.00	\$44,131.32	\$45,013.92	\$45,914.16	\$46,832.40	\$47,769.12	

About the Jackson Hot Air Jubilee

In 1983 a group of Hot Air Balloon enthusiasts who lived in and around Jackson came up with the dream of a family friendly event for the Jackson Community. The Hot Air Jubilee was born. Since then the Jubilee has grown to an event that thousands of people attend every summer. 25-30 Balloons come in from around the country to participate in the friendly rivalry of the contests.

OUR MISSION

The mission of the Jackson Hot Air Jubilee is to contribute positively to the Jackson community by providing affordable, quality, family entertainment featuring the beauty, color and excitement of hot air balloons and other unique, one-of-a-kind attractions to the Jackson, Mid-Michigan and enthusiast communities. The Jackson Hot Air Jubilee accomplishes this by providing a financially sound event with the help of local volunteers and loyal sponsors.

ABOUT OUR EVENT

Event Includes 6 Flights & 2 Nights of Community Activities:

- ◆ Balloon Fly-outs & Fly-ins ◆ Night Glows
- ◆ Kid's Kingdom ◆ Food Vendors
- ◆ Car Show ◆ & More

Annual Event Dates: Third Weekend in July



Women's National Championship Event



DATES

July 16-July 21, 2023

This is the week before the Hot Air Jubilee and we will be inviting the women pilots to remain in Jackson to participate in our event. During the 3 years of competition, we will be using the event as a training platform for local talent to run Championship Events. In year 1 we will have strong help from BFA to coordinate and train local assets with decreasing BFA involvement in subsequent years to create a strong local talent base.

LODGING

The Hot Air Jubilee will provide local lodging at Tru by Hilton (2401 Shirley Dr., Jackson, MI 49202) for the duration of the pilots and BFA officials stay in Jackson. We have worked with the hotel for the last couple years and they are able to accommodate all of our needs and support the pilots/crew.

MEETING VENUE

We will be using The Theodore Event Center (402 W. Michigan Ave., Jackson, MI 49201) in Downtown Jackson as the main meeting venue. This building can provide a variety of spaces for different levels of meetings needed throughout the event and all necessary accommodations. Ample on-site and near-by parking is available with multiple access points so those with trailers can have easy access to parking. This venue is about a 7 minute drive from the hotel and conveniently located in our central downtown.

LAUNCH SITES

The Hot Air Jubilee is held at Ella Sharp Park (3225 Fourth St., Jackson, MI 49203) and this site could be used as a primary launch site for the competition as necessary. We will include the expanded dates as we work with the City of Jackson to secure use of the park. Additionally, Jackson County offers other large launch sites with a few grass private airstrips, over 15 county parks, local school grounds, and other large parcels of land available for use.



Women's National Championship Event



SCHEDULE OF EVENTS

- July 15: Pilots arrive and check-in at hotel
- July 16: Official Practice Flight
General Briefing
- July 17: Morning Competition Flight
Welcome Party for Pilots, Committee & Sponsors
- July 18: Morning Competition Flight
Evening Competition Flight
- July 19: Morning Competition Flight
Fun In Jackson Event for Pilots & Committee
- July 20: Morning Competition Flight
Evening Competition Flight
- July 21: Morning Competition Flight
Awards Ceremony at Hot Air Jubilee Night Glow on Launch Field



PLANNING COMMITTEE

This venture is being championed by an ad hoc committee of the Hot Air Jubilee Board of Directors in association with the Ballon Federation of America's Hot Air Competition Division (HACD). The committee will include: Event Director; Event Deputy Director; Event Coordinators; Safety Officer; Weather Official; Scoring Officials; and, Hospitality Coordinator.





Sponsorship Packages Available

Ask us about discounts for a 3 year sponsorship commitment.

Package Name	Available	Logo added to event logo	Balloon Ride	Logo on Balloon Basket Banner	Logo on Pilot/Crew Badges	Interview On Stage At Event	Radio/TV Promotion Mentions	MC Mentions During Event	Exclusive Launch Field Tour	Logo on Pilot Trading Cards	VIP Parking Passes	Logo on Pilot Welcome Packs	Award Brunch Tickets	Announced at Awards Brunch	Logo at Sponsored Area	Logo on Mobile App	Logo on Parking Shuttle	Logo on Parking Passes	Featured Social Media Post	Commemorative Event Swag	Banner at Event	Logo/Name on HotAirJubilee.com	Logo on Souvenir Program	Price
Event Title	(1 Available)	2	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	\$15,000
Hospitality	(1 Available)	2	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	\$7,500
Launch Field	(1 Available)	2	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	\$7,500
Fuel Sponsor	(1 Available)	2	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	\$6,000
Parking	(2 Available)	2	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	\$5,000
Host Sponsor	(1 Available)	2	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	\$5,000
Night Glow	(2 Available)	2	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	\$3,000
Kid's Activities		2	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	\$2,500
Mobile App	(1 Available)	2	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	\$2,500
Photographer	(2 Available)	2	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	\$2,500
Pilot Sponsor	(30 Available)	2	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	\$1,500
Scoring Sponsor		2	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	\$1,000
Jubilee Friend		2	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21	22	23	24	\$500-\$750

HOT AIR JUBILEE

JACKSON, MICHIGAN



Sponsorship Commitment

Thank you for agreeing to be a sponsor for the Hot Air Jubilee. We are excited to have you as a partner. Please use this form to indicate your level of support. (Keep a copy of this form for your records.)

Name (as it should be advertised): _____

Contact Name: _____ Phone: _____

Email: _____ Website: _____

Check the box for the sponsor level commitment you are making.

 **Event Title Sponsor \$15,000**

 **Kid's Activities \$2,500**

 **Hospitality Sponsor \$7,500**

 **Mobile App \$2,500**

 **Launch Field Sponsor \$7,500**


 **Photo Sponsor \$2,500**

 **Fuel Sponsor \$6,000**

 **Pilot Sponsor \$1,500**

 **Parking Sponsor \$5,000**

 **Scoring Sponsor \$1,000**

 **Host Sponsor \$5,000**

 **Jubilee Friend \$500-\$750**

 **Night Glow Sponsor \$3,000**

Check here to commit to 3 years at this sponsorship level and get a 10% discount.

In-Kind Contribution Information:

Description of donation: _____ Value: \$ _____

Note: We may not be able to offer balloon rides for in-kind donations. If the value is at a level which offers a ride, please contact the HAJ to discuss.

By signing below, you are making the commitment to sponsor the Hot Air Jubilee at the level indicated above. Sponsorship will be due within 30 days from date of signature.

Check here if you need an invoice emailed to the address above.

Signature: _____ **Date:** _____

Hot Air Jubilee is a 501(c)3 Tax Deductible Organization | Tax ID#38-3111323

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