

**BATTLE CREEK AREA TRANSPORTATION STUDY**  
**Policy Committee**  
**Minutes of April 27, 2022 Meeting**

VOTING MEMBERS PARTICIPATING: Mallory Avis, Deb Belles, Harry Burdett, Jeff Franklin, Brian Sanada (for Annjanette Kremer), Steve Frisbie (for Derek King), Kevin Leiter, John Midgley, and Greg Rickmar

NON-VOTING MEMBERS PARTICIPATING: None

VOTING MEMBERS NOT PARTICIPATING: Laveta Hardish and Bill Scutt

NON-VOTING MEMBERS NOT PARTICIPATING: Andrew Sibold (FHWA) and Southcentral Michigan Planning Council

OTHERS PARTICIPATING: Pat Karr and Andrew Tilma

Chair Burdett called the meeting to order at 1:30 p.m. in the Council Room of the Susan L. Anderson Municipal Building (Springfield City Hall), 601 Avenue A, Springfield, MI 49037.

**ROLL CALL**

All in attendance introduced themselves and their affiliations. There was a quorum of voting members.

**APPROVAL OF THE AGENDA**

**It was moved by Rickmar, supported by Franklin, to approve the agenda. MOTION CARRIED UNANIMOUSLY to approve the agenda.**

**Res.**  
**22-19**

**PUBLIC COMMENTS**

There were no public comments.

**APPROVAL OF THE MINUTES**

**It was moved by Rickmar, supported by Midgley, to approve the minutes of the March 23, 2022 meeting, as presented, subject to any additions, corrections or changes. MOTION CARRIED UNANIMOUSLY.**

**Res.**  
**22-20**

## COMMUNICATIONS

Karr reported the following items of communication:

- The second newsletter for the FY 2023-2026 Transportation Improvement Program was prepared earlier this month, printed and distributed, both electronically and in hard copy to promote the new TIP and to publicize the TIP development process.
- BCATS staff received MDOT participation financial figures for inclusion within the FY 2023 Unified Work Program (UWP). That participation is reflected in the draft UWP provided to the members in advance of the meeting today.
- BCATS provided letters of support for the local bridge and safety projects discussed at the March Policy Committee meeting. At the BCATS Technical Committee meeting two weeks ago, the local agencies reported that they submitted the project applications by the deadlines in early April.
- BCATS provided a listing of transportation projects for the new FY 2023-2026 TIP to the Kalamazoo Area Transportation Study (KATS) for conducting the air quality Interagency Work Group (IAWG) review and for inclusion within a Transportation Conformity Determination Report for the Kalamazoo-Battle Creek Limited Orphan Maintenance Area (LOMA). The IAWG review was conducted virtually from April 8 - 15, 2022. KATS has now finalized the Determination Report and provided a copy for BCATS. BCATS is required to have public comment on the document, along with the new FY 2023-2026 TIP. BCATS will have a notice published for both of these documents in the Battle Creek Enquirer next week as well as having a notice and the documents on the BCATS website.
- MDOT has announced the construction schedule for the M-37 resurfacing project, which will start next Monday.
- BCATS has received a request from Battle Creek Transit for a letter of support for its upcoming application to the Federal Transportation Administration (FTA) for discretionary facility funding. This is an agenda item on today's agenda.
- BCATS has received an updated funding estimate for the transit portion of the Consolidated Planning Grant federal funds that are utilized by the BCATS office. The amount has increased, but since BCATS has already drafted the FY 2023 Unified Work Program, the increase can be carried over for use in the following fiscal year.
- There is an upcoming web meeting about local bicycling developments in the Kalamazoo area. If anyone is interested in that virtual event, BCATS can provide the details for registering.

Tilma reported the following items of communication:

- The next TIP amendment is scheduled for May and the project changes for that amendment are being finalized
- The new FY 2023-2026 TIP is being finalized as Karr indicated and will be an action item for the Committees in May.

There was discussion about the two Wattles Road projects scheduled in the new TIP and the timing of those projects. Tilma confirmed that the FY 2022 projects are proceeding as planned within the costs estimated.

## UNFINISHED BUSINESS

There was no unfinished business.

## NEW BUSINESS

### A. Quarterly Financial Report January - March 2022

Karr reviewed the two page Quarterly Financial Report for the January-March 2022 time period. BCATS has a positive balance at the end of the quarter. Although the County Road Department charges for March traffic counts will not show up on the Expenditure Summary until the next quarter when they are paid, the amount is shown as an Accounts Payable on the report. Halfway through the current fiscal year, the budget spent is at 45.8%.

**It was moved by Midgley, supported by Avis, to receive and file the January-March 2022 Quarterly Financial Report, as presented. MOTION CARRIED UNANIMOUSLY.**

Res.  
**22-21**

### B. Metropolitan Transportation Planning Process Certification Resolution

Karr indicated that a draft of the certification resolution was provided in the advance material. This is a certification that is done every time the TIP document is updated. The adopted resolution is then included in the new TIP document.

**It was moved by Franklin, supported by Avis, to adopt the Metropolitan Transportation Planning Process Certification Resolution, as presented. MOTION CARRIED UNANIMOUSLY.**

Res.  
**22-22**

### C. FY 2022 Unified Work Program (UWP) Adjustment/Modification

Karr stated that a memo and accompanying financial tables and other material was provided for this adjustment of funding amongst work items for the current year UWP. The need for the staff funding changes was as a result of the additional time spent on completion of the 2045 Metropolitan Transportation Plan that was originally to be finalized in November. Staff worked on that work activity until the end of February and into March and this significantly exceeded the item's original budget. Staff time in other work activities has been reduced to add more budget to the Plan item. The result is no change in the overall budget for the BCATS program. Also there are changes to add references to Battle Creek Transit's likely 5304 funded transit facility study. This is accomplished on the Short Range Transit Planning work item page and within the financial tables of the current UWP. This study needs to be referenced in the FY 2022 UWP in order to be funded.

**It was moved by Rickmar, supported by Midgley, to approve the proposed FY 2022 UWP budget adjustment/modification as presented by BCATS staff. MOTION CARRIED UNANIMOUSLY.**

**Res.  
22-23**

**D. FY 2023 Unified Work Program (UWP) Draft**

Karr discussed the draft FY 2023 UWP document that was made available in the advance material for the meeting. Comments are welcome on the draft document. Franklin has made the draft FY 2023 UWP available to staff in several MDOT departments for their comments by this coming Friday. Action on the document is planned for the May meetings of the BCATS Committees.

This was an information/discussion item not requiring action.

**E. Request for Letter of Support from Battle Creek Transit**

BCATS received a request from Battle Creek Transit (BCT) for a letter of support for its upcoming application to the Federal Transit Administration for funding under the discretionary portion of the 5339 capital program. BCT is again applying for funding to construct a new transit facility. A draft letter of support was provided to the members in the advance material.

**It was moved by Rickmar, supported by Belles, to authorize a letter of support from BCATS for the BCT 5339 application, as presented. MOTION CARRIED UNANIMOUSLY.**

**Res.  
22-24**

**COMMENTS**

**A. Next Meeting**

The next Policy Committee meeting is scheduled for Wednesday, May 25, 2022, 1:30 p.m.

**B. Committee Member Comments**

Midgley noted that a comprehensive pothole patching program is underway in the county. A number of local road agreements have been put in place with the county providing a significant amount of funding for its share of those agreements. The county was successful in receiving funding for two bridge projects in the county under MDOT's bridge bundling project.

Frisbie indicated that Calhoun County is still hoping for an increase in road funding under the CARES Act allocation to the state. The phase out of obligations for the various local bond programs will free up funds for other efforts.

Belles commented that the condition of roads is the number one complaint from the public, which has been greatly reduced in Emmett Township as a result of the local road millage project.

Avis stated that the promotion of countywide public transportation is ongoing with meetings with the local units of government. Battle Creek Transit is seeking a fare increase. A public hearing on the issue was held at the last City Commission meeting and the Commission is expected to consider action on any fare increase at its next meeting.

Leiter asked about plans for addressing the condition of primary roads, such as Pine Lake Road in Pennfield Township, and how to make that kind of project a priority.

There was additional discussion about keeping the locals roads in good shape once the initial reconstruction work has been completed.

**C. Public Comments**

There were no public comments.

**ADJOURNMENT**

Chair Burdett adjourned the meeting at 2:00 p.m.