

BATTLE CREEK AREA TRANSPORTATION STUDY
Policy Committee
Minutes of May 22, 2019 Meeting

VOTING MEMBERS PRESENT: Mallory Avis, Harry Burdett, Tim Hill, Derek King, Annjanette Kremer,
Don Mayle, John Midgley, Dave Morgan, and Greg Rickmar

NON-VOTING MEMBERS PRESENT: None

VOTING MEMBERS ABSENT: Laveta Hardish and Rande Johnson

NON-VOTING MEMBERS ABSENT: Andrea Dewey (FHWA) and SMPC

OTHERS PRESENT: Carl Fedders, Pat Karr, and Andrew Tilma

Chair Burdett called the meeting to order at 1:32 p.m. in the Council Room of the Susan L. Anderson Municipal Building (Springfield City Hall), 601 Avenue A, Springfield, MI 49037.

ROLL CALL

A quorum was present (see above for voting members present). Introduction of members was completed to take roll call and for the benefit of all in attendance. Mr. Don Mayle was welcomed as a new member.

APPROVAL OF THE AGENDA

It was moved by Rickmar, supported by King, to approve the agenda as presented. MOTION CARRIED UNANIMOUSLY.

Res.
19-23

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF THE MINUTES

It was moved by Midgley, supported by Morgan, to approve the minutes of the April 24, 2019 meeting, as presented, subject to any additions, corrections or changes. MOTION CARRIED UNANIMOUSLY.

Res.
19-24

COMMUNICATIONS

Karr reported the following items of communication:

- The Regional Prosperity Committees across the state are all holding Infrastructure Asset Management workshops in May and June. The workshop for our portion of the RPI region is set for Wednesday, June 12, 2019 in Kalamazoo in the afternoon. This is the same date and time as the BCATS June Technical

Committee meeting. It is recommended that anyone interested in this topic from the various units of government try to attend the Kalamazoo session. Registration is necessary and can be made by contacting John Egelhaaf at the Southwest Michigan Planning Commission. An information packet about the Infrastructure Asset Management workshops was provided to the members.

- Following the April Policy Committee authorization, letter of support were provided by BCATS to the units applying for local bridge funding for FY 2022.
- MDOT has sent out the local safety project call for projects for FY 2021, with applications due by August 5, 2019. There are three categories of applications: the regular local safety program; high risk rural road program; and the streamlined systemic program. Kremer added that the work required to apply for the systemic program is minimal and she encouraged agencies to apply for that category. BCATS will consider providing letters of support for projects in these categories for the agencies. The agencies will need to provide BCATS with summary information about the projects before the July Committee meetings with Policy Committee approval in July.
- The Calhoun County Transit Study survey is still available on-line on the website created for the Study - calhouncountytransit.com. The consultant is asking for more participation by county residents in the survey. A sheet about the survey was provided to the members and they were encouraged to enlist their residents to complete the survey.
- Tilma attended a traffic monitoring program meeting with MDOT this past Monday to review how MDOT uses traffic data and the programs that MDOT uses to provide traffic data to the public as well as internal MDOT departments.
- Karr completed and submitted to MDOT the required twice-a-year reporting for the Disadvantaged Business Enterprise (DBE) program maintained by MDOT. This report was for October 2018 through March 2019 and was due by May 10th.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. FY 2017-2020 Transportation Improvement Program (TIP) Amendment #B16/J7

Tilma noted the project list of changes as provided in the public notice for the proposed Amendment #B16/J7 to the current FY 2017-2020 TIP. He also distributed and discussed a large table format of FY 2019 and 2020 projects in the current TIP. The projects being amended this month were highlighted on the list.

It was moved by Rickmar, supported by King, to approve Amendment #B16/J7 to the FY 2020-2023 Transportation Improvement Program (TIP), as presented. MOTION CARRIED UNANIMOUSLY.

B. Metropolitan Transportation Planning Process Certification Resolution

Karr discussed the draft resolution for this topic that was provided in the advance material. She indicated that there have been insignificant changes to the recommended language for the resolution. However, the very minor changes have been made to the draft resolution and the updated version was presented for Committee consideration. Karr noted that this resolution is presented every three years for action and is included in the TIP documentation for each new TIP developed. MDOT also executes this resolution and a copy of the final resolution will be included in the new TIP document.

It was moved by Rickmar, supported by Midgley, to approve the Metropolitan Transportation Planning Process Certification Resolution, as presented at the meeting, and to authorize the chair to sign the resolution. MOTION CARRIED UNANIMOUSLY.

**Res.
19-26**

C. FY 2020-2023 Transportation Improvement Program (TIP)

Karr stated that a draft of the new FY 2020 -2023 TIP is still under development, although the major work for the document has been completed. Finalizing the project list for the years 2021-2023 impacts the ability to complete other sections of the TIP. The document has financial and other sections dependent upon a final project list.

Karr discussed the “Implementation” chapter of the new TIP document and significant discussion by Committee members ensued, which was centered around the process for changes to projects in the TIP through the Administrative Modification, Adjustment, or Amendment processes. The definition of “regionally significant” projects was also extensively reviewed. The Policy Committee adopted the definition of “regionally significant” for the BCATS area in June, 2018. Kremer noted that MDOT is interested in modifying the BCATS definition of “regionally significant” since BCATS’ is one of the most restrictive definitions amongst the MPOs. She indicated that from MDOT’s standpoint there have been projects delayed due to the TIP amendment requirements for projects over \$100,000 regardless of funding source. Kremer added that MDOT has reports that can be run to provide information about pending projects.

Karr indicated that this issue would need to be referred back to the Technical Committee for consideration of any changes to the current definition of “regionally significant”. She indicated that any changes will likely not be acted upon before the new TIP is approved and therefore the language in this section of the TIP would be revised to reflect the possibilities of change related to this topic.

Fedders was recognized by the chair to comment on this topic. He noted that state projects can impact the local agencies related to other utilities and work that may be coordinated with the state project. He stated that it is still important to have transparency with what state projects are being added and it is difficult for the other units to plan when projects are coming up at the last minute. Kremer offered to provide a presentation on the projects that the TSC is scoping for future implementation.

Tilma added that it should be remembered that the “regionally significant” definition only applies to projects that are not using federal-aid. Any projects using federal-aid are subject to the federal requirements for amendment. There was additional discussion about this topic.

Mayle asked for clarification of the narrative in the “Administrative Adjustment” part of the section. Tilma indicated the circumstances referenced in the provided examples for this category. It was noted that the Adjustment category changes would be brought to the Committee each month as they arise, but not taken through the full amendment process.

The document will be presented for action at the June Committee meetings. Due to the schedule for submitting final MPO TIPs to MDOT, the June Policy Committee meeting has been moved up a week to June 19th.

Tilma distributed the current draft project list for the FY 2020-2023 TIP as it was prepared for the Technical Committee meeting. He noted that transit projects are still being added to the final list.

This was an information item not requiring action at this time.

D. FY 2020 Unified Work Program (UWP) Final

Karr indicated that the FY 2020 Unified Work Program (UWP) has not changed since the draft provided to the Policy Committee in April. She noted that this document sets the agency budget for the next year and sets the amounts to be spent conducting the various work activities. The UWP also sets the local share contributions necessary to meet the local match requirement for the federal planning funds received. Karr stated that FY 2020 UWP documents are required to be submitted to MDOT by June 1, 2019.

It was moved by Hill, supported by Morgan, to approve the FY 2020 Unified Work Program, as presented. MOTION CARRIED UNANIMOUSLY.

Res.
19-27

E. FY 2020 Local Share Resolution

Karr noted the sample resolution to be provided to the member units for their individual action. The resolution indicates the total amount of local share necessary to support the BCATS program for the upcoming fiscal year. The amounts specific to each agency are filled in prior to the sample resolution being forwarded to each of them, along with a cover letter. The BCATS program is funded at 81.85% by federal funds which require a local match for the remainder of the cost. The table provided with the resolution is the same table included in the FY 2020 UWP as Schedule D. (The FY 2020 UWP continues the practice of providing for the Calhoun County Road Department and the City of Battle Creek Public Works Department to be reimbursed for collecting traffic count data and for participating in the Asset Management data collection program.)

It was moved by Rickmar, supported by Morgan, to approve the FY 2020 Local Share Resolution, as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
19-28**

COMMENTS

A. Next Meeting

Chair Burdett announced that the next Policy Committee meeting is scheduled for Wednesday, June 19, 2019, 1:30 p.m. in the City of Springfield Council Chambers. Karr again noted that this is a date change from the approved schedule and she thanked the Policy Committee members for replying in such a timely manner so that the date change could be implemented. A date change notice will be posted regarding this change for the June Policy Committee meeting.

B. Committee Member Comments

Karr again welcomed Mayle to the Policy Committee, as he was promoted to the supervisor position in the Statewide Planning section of MDOT formerly held by Eric Mullen. Mayle previously worked with the statewide rural program and as MDOT's Program Manager for the Flint MPO.

Kremer announced that a focus area for MDOT is work zone safety. Two workers were struck in Michigan last year during the construction season. A state task force group to address this issue has been formed. The group has a Facebook page. Kremer also reported that work on I-69 from I-94 to Charlotte is being coordinated with the Lansing Transportation Service Center in the MDOT University Region. Rather than four different projects being done over several years on that large section, the work will be done as a joint project under a "design/build" concept and is expected to cover over 23 miles at a cost of \$200-\$250 million. This will be a total reconstruction of the section of the interstate and will be considered a "mega" project. The project will include some bridge work and work at the I-69/I-94 interchange. It has still not been determined whether the new surface will be concrete or asphalt.

Avis reiterated the importance of residents completing the County transit survey before the May 31st closing date and asked the members to promote this in their units of government.

C. Public Comments

There were no public comments.

ADJOURNMENT

Chair Burdett adjourned the meeting at 2:52 p.m.