



Battle Creek Area Transportation Study POLICY COMMITTEE

1:30 p.m. - Wednesday, July 24, 2024

Council Chambers, Susan L. Anderson Municipal Bldg. (Springfield City Hall)
601 Avenue A, Springfield, MI 49037 (269) 963-1158

e-mail: bcats@bcatsmpo.org website: <https://www.bcatsmpo.org>

AGENDA

1. ROLL CALL
2. APPROVAL OF THE AGENDA – **ACTION**
3. PUBLIC COMMENTS
4. APPROVAL OF THE MINUTES of May 22, 2024 – **ACTION**
5. COMMUNICATIONS
6. UNFINISHED BUSINESS
 - A.
7. NEW BUSINESS
 - A. Apr.-Jun., 2024 Quarterly Financial Report – **ACTION**
 - B. FY 2023-2026 Transportation Improvement Program (TIP)
Amendment #11 – **ACTION**
8. COMMENTS
 - A. **Next Meeting: August 28, 2024 - 1:30 p.m.**
 - B. Committee Member Comments
 - C. Public Comments
9. ADJOURNMENT



BATTLE CREEK AREA TRANSPORTATION STUDY

Policy Committee

Minutes of May 22, 2024 Meeting

MEMBERS PRESENT: Voting: Mallory Avis, Richard Bayus, Harry Burdett, Dave Neubauer (for Annjanette Kremer), Brian Kernstock (for Kristine Parsons), and Todd Gerber (for Steve Skalski)

Non-voting: None

MEMBERS ABSENT: Voting: Deb Belles, Laveta Hardish, Carl Kinzel, and Kevin Leiter
Non-voting: Jenny Staroska and Southcentral Michigan Planning Council (SMPC)

OTHERS PRESENT: Jeff Franklin and Andy 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

Burdett asked all members and staff in attendance to introduce themselves. It was determined that a quorum of the voting members was present.

APPROVAL OF THE AGENDA

It was moved by Avis, supported by Kernstock, to approve the agenda. MOTION CARRIED UNANIMOUSLY.

**Res.
24-16**

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF THE MINUTES

It was moved by Avis, supported by Bayus, to approve the minutes of the April 24, 2024 meeting. MOTION CARRIED UNANIMOUSLY.

**Res.
24-17**

COMMUNICATIONS

Franklin shared the following communications:

- MDOT has revealed the chosen locations for the first round of deployment of the National Electric Vehicle Infrastructure (NEVI) charging station network. MDOT received special funding from Bipartisan Infrastructure Law to create a NEVI network of charging stations. BCATS has a location in this first round – Pilot Travel Center at 15901 11 Mile Road in Emmett Township. This node serves I-94/M-311/M-96. MDOT will ask BCATS to do some public involvement outreach on this location in the coming months. More rounds of NEVI project selection are forthcoming, although the gaps MDOT has identified after this first round of projects make it unlikely that BCATS would receive another location in round two.
- The Michigan Infrastructure Office Technical Assistance Center (MIO TAC) just announced the opening of “Window 3” (mid-May to end of May). The MIO TAC is funded by Michigan state legislature and offers support to Michigan communities in accessing federal infrastructure grants (help with applications, such as grant matching, readiness, and grant writing, and help with local match).
- The contract amendment to our existing FY24 Asset Management has been signed and approved by MDOT. BCATS applied for and received a little over \$3,200 in additional FY24 Asset Management funding to collect PASER rating data on Calhoun County Road Department Non-Federal-Aid local roads later this summer.
- Franklin continues to participate in the Beckley Road Corridor Redevelopment Steering Committee. At the May meeting, the group focused on several key findings of the existing Lakeview Downtown Development Authority –
 - More Green Infrastructure is wanted yet limited park space exists. There are resilience concerns (flooding potential, stormwater management, and varying ownership of existing retention areas). There is an oversupply of surface parking.
 - Placemaking – infill development is needed; limited recreation/community space; residential and commercial use separated too much.
 - Car Dependence – overbuilt road network, maintenance of privately owned roads, signals not well timed, sidewalk system missing connections, uncomfortable for biking

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS**A. Fiscal Year (FY) 2025 Unified Work Program (UWP)**

Franklin indicated that the final draft of the FY 2025 Unified Work Program was provided in advance for review. This version saw a single suggestion from MDOT partners concerning the NFC Review to take place in FY2025, and that suggestion was incorporated into this draft.

It was moved by Avis, supported by Neubauer, to approve the FY 2025 Unified Work Program, as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
24-18**

B. FY 2023-2026 Transportation Improvement Program (TIP) Amendment #10

Tilma reviewed the list of projects being proposed for Amendment #10 to the FY 2023-2026 TIP. Tilma commented on the Technical Correction to the BCATS TIP that FHWA accepted, and that the description of the Technical Correction appeared in the newspaper advertisement for this TIP amendment although the advertisement ultimately wasn't necessary.

It was moved by Avis, supported by Kernstock, to approve Amendment #10 to the FY 2023-2026 Transportation Improvement Program (TIP), as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
24-19**

C. FY 2025 Local Share Resolution

Franklin noted the memo which accompanied the draft resolution for this item. The federal planning grant which funds the BCATS staff office requires a local match of 18.15%. Each year the local financially participating agencies are requested to provide that match, per the BCATS bylaws.

It was moved by Kernstock, supported by Avis, to approve the FY 2025 Local Resolution format for distribution to each of the financially participating agencies. MOTION CARRIED UNANIMOUSLY.

**Res.
24-20**

D. BCATS Newsletter "The Signal" – Spring 2024

Franklin provided the latest edition of the BCATS' newsletter, "The Signal" to members. Franklin had requested review and feedback prior to the meeting. Franklin requested authorization to send this newsletter out to BCATS' consultation lists.

It was moved by Kernstock, supported by Avis, to authorize BCATS staff to distribute this latest edition of the BCATS' newsletter, "The Signal". MOTION CARRIED UNANIMOUSLY.

**Res.
24-21**

COMMENTS

A. Next Meeting

Chair Burdett announced that the next meeting of the BCATS Policy Committee is scheduled for June 26, 2024 at 1:30 p.m.

B. Committee Member Comments

Neubauer reported I-94 bridge beams over Beadle Lake Road were successfully set during the recent overnight closure, and I-94 bridge construction overall continues on schedule. Neubauer gave a brief update on Marshall area construction planning, including a public meeting scheduled for May 29, 2024 at City of Marshall Public Works.

Kernstock reported that the N Wattles Road project is wrapping up, with pavement markings yet to be completed. The S Wattles Road project is underway.

Gerber reported that the Capital Avenue roadwork from Rebecca Road to Van Buren Street continues.

Avis reported Battle Creek Transit seeks an additional \$40,000 for their electric vehicle deployment project, and is applying for a USEPA federal grant opportunity (heavy diesel to electric transition) to potentially cover this need. Avis also reported the Transportation Authority of Calhoun County (TACC) board is actively meeting. TACC has hired a transition manager to negotiate transition of assets from City of Battle Creek to the TACC. The ballot initiative to continue funding the TACC is expected in November of this year.

Bayus gave an update on the remaining federal obligation authority for project funding statewide.

Tilma inquired about the addition of a pedestrian crosswalk improvements to an existing MDOT vulnerable road users project that would affect City of Springfield and City of Battle Creek.

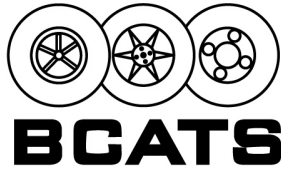
Franklin inquired about the all way stop at B Drive South and 6 Mile Road. Kernstock confirmed this was installed and is operational as of May 21, 2024.

C. Public Comments

There were no public comments.

ADJOURNMENT

Chair Burdett adjourned the meeting at 1:55 p.m.



BATTLE CREEK AREA TRANSPORTATION STUDY

601 Avenue A • Springfield, MI 49037 • 269-963-1158 • bcats@bcatsmpo.org

BCATS Quarterly Financial Report FY 2024 - Third Quarter April - June, 2024

<u>Expenditure Summary</u>	<u>BCATS Staff Office</u>	<u>Other Agencies</u>
Budget	\$326,556.00	\$28,514.00
2024 Expenditures this Quarter	\$66,927.73	3,287.94
Expenditures this Quarter ÷ Budget(%)	20.5%	11.5%
2024 Expenditures Year-to-Date	\$242,579.35	3,287.94
Expenditure Year-to-Date ÷ Budget(%)	74.3%	11.5%
Balance	\$83,976.65	\$25,226.06
<u>Revenue Summary</u>		
Budget	\$368,670.00	
2024 Revenue this Quarter	\$34,963.18	
Revenue this Quarter ÷ Budget(%)	9.5%	
2024 Revenue Year-to-Date	\$214,780.11	
Revenue Year-to-Date ÷ Budget(%)	58.3%	
Balance	\$153,889.89	
<u>Accounts Receivable</u>		
MDOT - Jun. 24 CPG billing	\$15,956.71	
MDOT – Q3 Apr.-Jun.24 AM billing	\$3,331.25	
<u>Accounts Payable</u>		
City of Battle Creek	\$0.00	
City of Battle Creek DPW	\$0.00	
Calhoun County Road Department	\$0.00	
<u>Balance</u>		
Opening Balance (Jan. 1, 2024)	\$4,165.31	
Revenues	\$34,963.18	
Expenditures	\$70,215.67	
Closing Balance (Mar. 31, 2024)	\$(31,087.18)	

As of June 30, 2024

Jeff Franklin
Jeff Franklin
Executive Director

BCATS QUARTERLY FINANCIAL STATUS REPORT
BY ACCOUNT - FY 2024 October 1, 2023 - September 30, 2024

Third Quarter April 1, 2024 - June 30, 2024

<u>ACCOUNT</u>	<u>DESCRIPTION</u>	<u>FY 2024 BUDGET(\$)</u>	<u>3rd QUARTER EXPENDITURES(\$)</u>	<u>YTD EXPENDITURES(\$)</u>	<u>YTD SPENT(%)</u>
PERSONNEL SERVICES					
703.010	Salaries - Regular	163,329	36,911.76	119,643.83	73.3
704.020	Holiday Pay	9,925	1,914.24	8,648.78	87.1
704.040 + .080	Bereavement/Jury Duty	0	0.00	0.00	0.0
704.060	Short-term Sick Pay	5,407	778.16	3,095.35	57.2
704.010	Vacation	9,580	4,722.99	8,056.04	84.1
	CLASS TOTAL	188,241	44,327.15	139,444.00	74.1
FRINGE BENEFITS					
716.010	Social Security	14,408	3,016.83	10,561.08	73.3
718.010	Hospitalization	45,160	8,217.16	34,412.30	76.2
718.020	Life Insurance	900	200.82	671.87	74.7
718.025	Short Term Disability	660	145.92	513.15	77.8
718.030	Dental	1,580	341.04	1,002.33	63.4
720.060	Retirement	37,667	8,067.28	23,958.54	63.6
722.010	Unemployment	200	0.00	17.10	8.6
722.020	Worker's Comp	840	813.00	813.00	96.8
	CLASS TOTAL	101,415	20,802.05	71,949.37	70.9
SUPPLIES					
727.010	Office Supplies	3,000	308.43	308.43	10.3
727.030	Copying	200	0.00	0.00	0.0
727.040	Postage	400	0.00	31.09	7.8
	CLASS TOTAL	3,600	308.43	339.52	9.4
OTHER SERV. & CHGS.					
801.010	Professional Svcs	200	0.00	0.00	0.0
801.050	Audit	3,800	0.00	3,800.00	100.0
801.170	Financial Services	3,300	0.00	3,300.00	100.0
801.350	Training	1,000	450.00	450.00	45.0
801.030	Attorney Fees	1,200	0.00	54.00	4.5
850.010	Telephone	1,000	227.62	683.13	68.3
850.100	Telephone - Internet Serv.	1,400	330.00	540.00	38.6
801.360 + .380	Travel-Mtgs-Lodging	4,000	65.53	181.85	4.5
900.010	Print Broadcast/Direct Chrg	9,000	416.95	2,976.90	33.1
820.040	Liability Insurance	2,600	0.00	2,356.00	90.6
931.090	Office Equip Maint	800	0.00	0.00	0.0
940.030	Building Rental	4,000	0.00	4,000.00	100.0
727.570	Books & Magazines	400	0.00	280.33	70.1
955.050	Memberships & Dues	100	0.00	0.00	0.0
968.010	Depreciation	500	0.00	0.00	0.0
955.070	Reimb City of BC	14,257	3,287.94	3,287.94	23.1
955.080	Reimb CCRC	14,257	0.00	0.00	0.0
955.085	Reimb City of Springfield	0	0.00	0.00	0.0
	CLASS TOTAL	61,814	4,778.04	21,910.15	35.4
CAPITAL OUTLAY					
972.020	Office Equip & Furn**	0	0.00	0.00	0.0
	CLASS TOTAL	0	0.00	0.00	0.0
OTHER					
727.480	Other Locally funded Exp.^	600	0.00	0.00	0.0
710.19	Separation Pay^^	13,000	0.00	12,224.25	94.0
	CLASS TOTAL	13,600	0.00	12,224.25	89.9
TOTAL	ACTIVITY TOTAL	368,670	70,215.67	245,867.29	66.7
TOTAL. W/O "CAPITAL OUTLAY" or "OTHER"		355,070	70,215.67	233,643.04	65.8

^ Other Supplies/Activities paid for with local funds ^^Pat Karr retirement/vacation pay ** budget established for equip./computer/related items



Battle Creek Area Transportation Study (BCATS)

FY 2023-2026 Transportation Improvement Program (TIP) - AMENDMENT #11

Text of Public Notice as Published in *Battle Creek Enquirer*, July 8, 2024, p. 3A

REQUEST FOR COMMENTS ON TRANSPORTATION PROJECTS

THE BATTLE CREEK AREA TRANSPORTATION STUDY (BCATS) HEREBY GIVES NOTICE of opportunity for public involvement in the eleventh amendment to its *Transportation Improvement Program (TIP)* for fiscal years (FYs) 2023-2026 (10/1/22–9/30/26), consisting of the following proposed changes:

- 1)** Modifying a 2024 transit capital project of Community Action (CA), to replace only one light-duty bus/passenger van instead of two, and reducing the total budget accordingly from \$148,300 to \$80,194 [\$29,351 Federal Transit Administration (FTA) Section 5310 Elderly & Disabled; \$7,338 State of Michigan Comprehensive Transportation Fund (CTF); \$43,505 Local (CA insurance)]; ***JN-216659***
- 2)** Adding Statewide deployment of National Electric Vehicle Infrastructure (NEVI) funds for electric vehicle (EV) charging station construction, with forty-one sites identified Statewide in Phase 1 for construction by fall 2026. A single location announced in the BCATS area is at the Pilot Travel Center, on 11 Mile/Wheatfield Rd, northwest of the I-94 Exit 104 interchange, with an estimated total cost of \$502,450 (80% Fed NEVI program, 20% State of Michigan Betterment "M" funds); ***JN-217941***
- 3)** Increasing the 2024 FTA Sec5307 Operating Assistance for Battle Creek Transit (BCT) by 35.3%, to \$1,977,553 in Fed funds, to be matched by \$1,977,553 in Local funds from BCT/City of Battle Creek ; ***JN-216643***
- 4)** Bringing a planned 2023 BCT bus stops/shelter replacement project forward into 2024, and adding newly identified State funds to the project for increased cost. New estimated total budget \$468,750 (\$375,000 Highway Infrastructure Program - COVID Relief; \$93,750 State CTF); ***JN-212836***

5) Abandoning a planned 2026 Calhoun County Road Dept rehabilitation project on Raymond Rd S, from Golden Ave northward to E River Rd, and replacing it with similar work on 6 Mile Rd, from B Dr S northward to the Emmett Twp line, at the identical estimated total cost of \$680,865 [81.85% Fed Surface Transportation Program Urban Local (STUL); 18.15% Local-CCRD]; and **JN-216611 (abandoned), new project JN TBD**

6) Adding extra local funds to the CCRD's 2025 capital preventive maintenance project on B Dr N from 6½ Mi Rd eastward to Beadle Lake Rd, for increased cost. New estimated total budget \$667,851 (\$441,600 Fed STUL; \$97,924 standard Local match to Fed\$ from CCRD; \$128,327 additional Local funds from CCRD). **JN-218315**

Further details of the above listed changes, and other projects in the TIP, can be provided upon request and may also be found online at www.bcatsmpo.org. Public comment on this TIP amendment is encouraged by e-mail to bcats@bcatsmpo.org, or in-person within BCATS' 7/10/24 Technical Committee meeting or 7/24/24 Policy Committee meeting, each beginning at 1:30pm in the Springfield Municipal Building; call ahead or check BCATS' home page at www.bcatsmpo.org for details on attending and participating in those meetings. Comments will be accepted thru Policy Committee action on July 24th. Direct questions and/or comments to: BCATS, 601 Avenue A, Springfield, MI 49037; phone 269/963-1158, e-mail bcats@bcatsmpo.org.

This text, the following list, and the bolded JN's following each item 1-6 within the notice text above were not printed in the notice as published.

- 1) JN-216659 2) JN-217941 3) JN-216643 4) N-212836**
5) JN-216611 (abandoned), new project JN TBD 6) JN-218315
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