

BATTLE CREEK AREA TRANSPORTATION STUDY
Policy Committee
Minutes of September 25, 2019 Meeting

VOTING MEMBERS PRESENT: Mallory Avis, Terry Blaniar (for Harry Burdett), Derek King, Bill Scutt (for Rande Johnson), Annjanette Kremer, Don Mayle, Brian Kernstock (for John Midgley), and Greg Rickmar

NON-VOTING MEMBERS PRESENT: None

VOTING MEMBERS ABSENT: Laveta Hardish, Tim Hill and Dave Morgan

NON-VOTING MEMBERS ABSENT: Andrea Dewey and Southcentral Michigan Planning Council

OTHERS PRESENT: Kristine Parsons, Pat Karr and Andrew Tilma

In the absence of the Chair and Vice-Chair, Secretary-Treasurer Rickmar called the meeting to order at 1:33 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.

APPROVAL OF THE AGENDA

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

Res.
19-37

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF THE MINUTES

It was moved by Avis, supported by King, to approve the minutes of the July 17, 2019 meeting, as presented, subject to any additions, corrections or changes. MOTION CARRIED UNANIMOUSLY.

Res.
19-38

Karr noted a change in the justification used for the minutes document to facilitate reading of the minutes on-line for persons using reading programs.

COMMUNICATIONS

Karr reported the following items of communication:

- At the end of July, letters of support were provided to the CCRD and the City of Battle Creek to accompany their requests for safety project funding for FY 2021.
- The FY 2020-2023 TIP document that was submitted to MDOT at the end of June had some minor changes made to it, one was for the air quality narrative, per the request of MDOT's air quality specialist. The document was resubmitted to MDOT before it was sent to FHWA/FTA. It is anticipated that approval of the new State TIP and the MPO TIPs will occur before October 1st.
- BCATS received a letter and supporting material from MDOT relative to the state's setting of safety targets for calendar year 2020. This is the only target area that the metropolitan planning organizations (MPOs) will need to take action on at this time before the 180-day window closes for MPO action. This topic will be presented to the BCATS Committees sometime before February.
- PASER data collection on the federal-aid roads in the BCATS area has been completed by BCATS, MDOT, and local agency staff and the data provided to the state. Thanks are extended to all of the participants who assisted in completing this task.
- Karr attended a two-day workshop at the end of August which dealt with "Planning for Reliability." System reliability is one of the performance measures that the state and MPOs are required to address in the planning process.
- Copies of the federally approved FY 2020 Unified Work Program have been distributed to the members. BCATS has now received from MDOT the final executed project authorizations for both the Consolidated Planning Grant and the Asset Management Program. This allows BCATS staff to begin the new program year next Tuesday with federal and state funding in place.
- The July TIP amendment to the FY 2017-2020 TIP (the final amendment for that TIP) was federally approved the Monday after BCATS Policy Committee action in July.
- Battle Creek Transit had a triennial review (every 3-year review) with the Federal Transit Administration at the end of August and is addressing areas that were identified as needing attention.
- It was previously noted that the road agencies with over 100 miles of certified road miles are being required to prepare a new type of asset management plan. A new template for development of those plans is being released by the Michigan Asset Management Council and training dates have been set for the local agencies.
- Copies of the Operation Lifesaver Grade Crossing Safety Tips/Railroad Trespassing sheet were provided to the members for information.
- The Regional Prosperity Initiative Committee met earlier this month and awarded \$10,000 mini-grants to each of nine organizations based on applications submitted to the RPI. There were 18 total applications received. The awarded projects support the goals of the RPI in the areas of community development and education. This is the last year of the RPI effort, as this program is not included in Governor Whitmer's budget for next year. The Committee will be winding down its efforts using any remaining funds over the next six months or so.
- Capital Avenue bridge (over I-94) repaving will be occurring from Thursday, October 3, 2019 until the end of October. The bridge will be totally closed. The City of Battle Creek has issued a news release with information about changes to City services as a result of the bridge closure.

- Per the request of the BCATS Policy Committee, staff has been compiling information about the “Regionally Significant” project definitions being utilized in the TIP process by other MPOs. This is a topic that is being considered by a statewide group dealing with policy issues related to the MDOT project database called JobNet. This topic will be addressed with the BCATS Technical Committee within the next few months, depending upon where the issue goes at the state level.

UNFINISHED BUSINESS

There was no unfinished business.

NEW BUSINESS

A. FY 2020-2023 Transportation Improvement Program (TIP) Amendment #2

Tilma reviewed the proposed project changes for this amendment as listed in the public notice, copies of the notice were distributed. There are two changes to MDOT projects included in the proposed amendment.

It was moved by Kremer, supported by Kernstock, to approve Amendment #2 to the FY 2020-2023 Transportation Improvement Program (TIP), as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
19-39**

B. Socio-Economic and Employment Data for 2045 Metropolitan Transportation Plan Development

Tilma discussed the material provided to the members and indicated that the goal of this data is to develop a representation, as accurately as possible, of the conditions for population, housing and employment as of the base year for the transportation travel demand computer model that is being worked on by MDOT staff for BCATS’ 2045 Metropolitan Transportation Plan (MTP). He explained how the modeling process works and how it provides information about future transportation for use in the development of BCATS’ MTP. There was discussion about the material which was distributed and how future changes are accounted for in the process. Each of the cities and townships in the BCATS area will be receiving a packet of information specific to their unit for review of population, housing and employment data.

This was an information item, with action expected in October.

C. BCATS TIP Amendment Schedule for FY 2020

Tilma reviewed the schedule he development for possible amendments to the FY 2020-2023 TIP. The schedule was made available in the advance material to the members. This schedule has been provided to MDOT as well. The schedule has an opportunity for amendments every other month, although they are not required if there are no changes to the TIP to address.

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

D. Annual Update Regarding BCATS' Continuity of Operations (COOP) Plan

Karr indicated that the adopted COOP Plan from two years ago calls for an annual review of the Plan. The only necessary change at this time is an update of the Committee member information pages in the document. Those updated pages were distributed to the members.

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

E. Summary - 2019 Michigan Transportation Planning Association Conference

Karr referenced the memo provided with the advance materials about this topic. She thanked Tilma for representing BCATS at the conference and indicated that the 2020 conference is being hosted by Midland, and it will be held in July next year, as it was this year. She noted that expenses for this year's conference were within the approved budget.

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

COMMENTS

A. Next Meeting

Rickmar announced that the next Policy Committee meeting is scheduled for Wednesday, October 23, 2019, 1:30 p.m. in the City of Springfield Council Chambers.

B. Committee Member Comments

Mayle indicated that it appears that the approval of the FY 2020-2023 STIP and TIP documents is on track to be completed by October 1st.

Kremer reported that the Marshall Transportation Service Center has hired Brandon Maurer for the Operations Engineer position. She also reported on the emergency maintenance bridge work on the Capital Avenue bridge over I-94 resulting in closure of the bridge for about a month that was referenced under "Communications." Kremer also indicated that several potential projects have been submitted for MDOT's 5-year call, but that they are being evaluated on a statewide competitive basis for funding. A couple of the possibilities are review of Helmer Road in the area of the Western Michigan University's School of Aviation, and the I-94/M-311 interchange. In addition, the segment of M-37 from Dickman Road to Creek View Drive is being evaluated for a potential future project if additional funding becomes available. Kremer stated that a road safety audit has been completed for this segment as well.

Avis advised that Battle Creek Transit's Capital Avenue SW route will be broken into two routes for the duration of the Capital Avenue bridge closure. There will be a transfer point at Lakeview Square Mall where riders can go between the two routes.

Avis also reported that the Federal Transit Administration has not approved 2019 projects scheduled to use 2017 and 2018 FTA 5339 funding due to administrative issues in the processing of the funding. The projects may need to be reprogrammed in the new TIP for 2020, so this is something that will be dealt with in the new fiscal year by BCT and BCATS.

C. Public Comments

There were no public comments.

ADJOURNMENT

Rickmar adjourned the meeting at 2:17 p.m.