

BATTLE CREEK AREA TRANSPORTATION STUDY

Technical Committee

Minutes of September 11, 2019 Meeting

MEMBERS PRESENT: Voting: Mallory Avis, Terry Blaniar, Chris Dopp, Jeff Franklin, Amy Lipset, and Kristine Parsons
Non-voting: None

MEMBERS ABSENT: Voting: Christine Zuzga
Non-voting: Andrea Dewey and Southcentral Michigan Planning Council (SMPC)

OTHERS PRESENT: Brian Kernstock, Daniela Khavajian, Pat Karr and Andrew Tilma

Chair Dopp called the meeting to order at 1:35 p.m. in the Council Room of Springfield City Hall, 601 Avenue A, Springfield, MI 49037.

ROLL CALL

A quorum was present (see above for voting members present). Introductions were completed for the benefit of all in attendance and to establish a quorum was present.

APPROVAL OF THE AGENDA

Dopp noted that Item 7.B. on the agenda was to be changed from an ACTION item to an INFORMATION/DISCUSSION for the agenda.

**It was moved by Parsons, supported by Lipset, to approve the agenda, as amended.
MOTION CARRIED UNANIMOUSLY.**

**Res.
19-27**

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF THE MINUTES

It was moved by Franklin supported by Parsons, to approve the minutes of the July 10, 2019 meeting, as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
19-28**

COMMUNICATIONS

Karr shared the following communications:

- At the end of July, letters of support were provided to the Calhoun County Road Department and the City of Battle Creek to accompany their requests for safety project funding to MDOT for FY 2021.
- The FY 2020-2023 TIP final document that was submitted to MDOT at the end of June had some minor changes to the air quality narrative completed before the document was submitted to the federal funding sources. The initial "Amendment #1" to add the new TIP projects to JobNet was completed by Tilma and Franklin based on the approved TIP projects. Federal approval on the new TIP has not been provided yet.
- BCATS has 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 MPO will need to take action upon at this time before the 180-day window runs out for MPO action. This topic will be dealt with by the BCATS Committees before February.
- The updated template for developing Asset Management Plans is close to completion by the Michigan Transportation Asset Management Council (TAMC) and is still expected to be available on the Council's website by October 1st. There will be training opportunities initially in the October through December, 2019 time period and again in February and next summer, for the impacted agencies.
- PASER data collection on federal-aid roads was completed for the BCATS area in late July and early August. Thanks were extended to the local road agencies and MDOT TSC staff for their participation in completing this activity.
- The fall TAMC conference is being held on October 30th in Marquette, MI. Information about registering for the conference is available on the TAMC website.
- Karr attended a two-day workshop at the end of August which dealt with "Planning for Reliability." This information will be useful in the process of developing the 2045 Metropolitan Transportation Plan for BCATS over the next two years.
- Copies of the federally approved FY 2020 Unified Work Program for BCATS have been distributed today. BCATS is awaiting the final necessary financial authorization documents from MDOT finance to complete the process of having the planning funding in place for the start of the new BCATS fiscal year as of October 1st.
- The final TIP amendment for the FY 2017-2020 TIP was approved by the BCATS Policy Committee at its July 17th meeting and was federally approved the following Monday, allowing for the changes in that amendment to proceed quickly.
- Provided to the local road agencies was material from MDOT's Local Agency Programs section about project planning for letting and implementation. Included was a presentation that was made to the Michigan Transportation Planning Association in August. There was discussion about the changes to the NEPA document process and the expanded lead time necessary for this processing - 2 to 6 months prior to the grade inspection date. This is anticipated to have a major impact on project implementation.

- Battle Creek Transit (BCT) participated in a triennial review with the Federal Transit Administration at the end of August. Avis reported on the outcome of the review, indicating that 21 areas are looked at and there are 9 areas that need more documentation or review by BCT. One area to be addressed is having BCT work with BCATS on the public noticing requirements that BCT can satisfy by being included in BCATS' public notices. This has not been the practice in the past. BCT has until February 2020 to provide corrective actions on the items listed as deficiencies during the triennial review.

UNFINISHED BUSINESS

There was no unfinished business to come before the Committee at this time.

NEW BUSINESS

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

Tilma reviewed the items proposed for this amendment to the FY 2020-2023 TIP, as outlined in the public notice. There are two MDOT project changes included in the notice. This amendment cannot be transmitted to the federal funding sources until the new FY 2020-2023 TIP is formally approved, which, as noted under Communications, has not happened yet. However, by having the BCATS Committees take action this month, the amendment will hopefully proceed early in October.

It was moved by Parsons, supported by Avis, to recommend that the BCATS Policy Committee approve Amendment #2 to the BCATS FY 2020-2023 Transportation Improvement Program (TIP) document, as presented. MOTION CARRIED UNANIMOUSLY.

Res.
19-29

B. Base Year (2016) Socio-Economic Data in Travel Demand Forecast Model for 2045 Metropolitan Transportation Plan (MTP)

Tilma and Daniela Khavajian (MDOT) presented and explained material about the base year socio-economic data by traffic analysis zone. The base year is 2016 for all of the data categories. Tilma highlighted a table with employment data and maps showing employment and population concentrations. The local agencies are being asked to review the distributed material to identify any obvious errors in the data prior to it being input for the travel demand computer modeling process. There was discussion about the computer modeling process and how it will be utilized in the development of the Plan update.

This item will be acted upon at the October Technical Committee meeting, after which the MDOT SUTA staff will proceed with the base-year phase of model development.

C. 2019 Pavement Surface Evaluation and Rating (PASER) Data for BCATS-area Federal-aid Roadways

Tilma distributed a map and table showing the results of the pavement rating work utilizing the PASER process that was completed in late July/early August of this year. The roadways on the federal-aid network in the BCATS area were the ones rated this year. He indicated that any road improvements completed after the rating was done will not be reflected in this year's statistics.

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

D. BCATS TIP Amendment Schedule for FY 2020 (October 1, 2019 - September 30, 2020)

Tilma indicated that the TIP amendment schedule for FY2020 will mirror the current year schedule. Amendment opportunities will be in November, 2019 and January, March, May, July and September of 2020. He will be updating the calendar handout for the new year shortly and will make that available to all parties involved. He noted the advance time needed for amendment material to address the public notice process.

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

COMMENTS

A. Next Meeting

Chair Dopp announced that the next meeting of the BCATS Technical Committee is scheduled for October 9, 2019 at 1:30 p.m. at the same location.

B. Committee Member Comments

Lipset indicated that she has recently learned that documents like the Committee meeting minutes should be left justified only, not fully justified, when posting on-line in order to meet requirements for digital accessibility. Karr indicated that she would evaluate changing to that format for meeting minutes for the future.

Parsons reported that the D Drive N culvert project has started but there are some issues that continue to delay the project. It is still hoped that the project can be completed by the end of October, early November of this year. Parsons indicated that the CCRD is behind on the traffic count work and is just completing the 2018 traffic counts.

Blaniar indicated that the City of Springfield has received the state Category B grant that was applied for that involves resurfacing several local streets and that the grant requires a 50% share from the city.

Avis stated that BCT is partnering with Community Action Agency and Aequitas Mobility Services to pilot a countywide service model. In addition, BCT has worked with the City of Springfield to provide service to the Burma Center and other locations in Springfield not being served.

C. Public Comments

There were no public comments.

ADJOURNMENT

The meeting was adjourned at 2:27 p.m.