

BATTLE CREEK AREA TRANSPORTATION STUDY

Technical Committee

Minutes of December 4, 2019 Meeting

MEMBERS PRESENT: Voting: Mallory Avis, Chris Dopp, Jeff Franklin, Amy Lipset, and Glenn Perian
Non-voting: None

MEMBERS ABSENT: Voting: Terry Blaniar and Kristine Parsons
Non-voting: Andy Pickard and Southcentral Michigan Planning Council (SMPC)

OTHERS PRESENT: Pat Karr and Andrew Tilma

Chair Dopp called the meeting to order at 1:36 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

Karr noted that Item 7.C. will include the Transit State of Good Repair targets as well as the Safety targets.

It was moved by Perian, supported by Lipset, to approve the agenda, with the noted change. MOTION CARRIED UNANIMOUSLY.

**Res.
19-36**

PUBLIC COMMENTS

There were no public comments.

APPROVAL OF THE MINUTES

It was moved by Perian, supported by Lipset, to approve the minutes of the November 6, 2019 meeting, as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
19-37**

COMMUNICATIONS

Karr shared the following communications:

- The report from the Technical Committee Nominating Committee was received and put into memo form for distribution to the members for action on today's agenda.
- BCATS received a request from the City of Springfield regarding the Technical Committee meeting dates in 2020. This will be addressed under Item 7.A.
- BCATS received clarification from Matt Galbraith, MDOT CMAQ Coordinator, about the Buy America Requirements for Transportation Projects under both FHWA and FTA. FHWA is still not processing any Buy America waivers.
- The FY 2021 Application Instructions for Public Transit Programs is now available on MDOT Office of Passenger Transportation's website.
- Staff from the Calhoun County Road Department are attending training today in Kalamazoo for the development of the new Asset Management Plans required by the Michigan Transportation Asset Management Council. The county's plan is to be submitted to the Council by the end of next September. Dopp noted that City staff are attending a training tomorrow for this topic.

UNFINISHED BUSINESS

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

NEW BUSINESS

A. Meeting Schedule for 2020

Karr reviewed the proposed meeting schedule for 2020. Once the schedule is approved it will be posted on the BCATS website and at the BCATS offices. She noted the request from the City of Springfield due to the general election on Tuesday, November 3, 2020. However, the second Wednesday in November, the 11th, is the Veteran's Day holiday for almost all of the Committee members and staff, so it was determined to keep the schedule as originally proposed.

It was moved by Perian, supported by Avis, to approve the Technical Committee side of the 2020 meeting schedule as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
19-38**

B. Report from Nominating Committee & Election of 2020 Technical Committee Officers

Franklin reported that he and Kristine Parsons contacted persons to serve as Chair and Vice-Chair of the BCATS Technical Committee for 2020 in their role as the Nominating Committee. A memo indicating the Nominating Committee's recommendations was provided in the advance material for the meeting. He reiterated that Chris Dopp is recommended to continue as Chair until he retires in May, at which time his successor at the City of Battle Creek (expected to be Carl Fedders) would assume the Chair position. Kristine Parsons has agreed to continue to serve as Vice-Chair for the Committee.

Dopp asked if there were any other comments from the floor. There were none.

Chair Dopp called for a vote on the Nominating Committee recommendations. The recommendations were UNANIMOUSLY APPROVED.

**Res.
19-39**

C. Performance Measures - Safety Targets and Transit State of Good Repair Targets for 2020

Karr indicated that each year the state must set safety targets for the coming calendar year. At the end of August 2019, MDOT reported its statewide safety targets to the federal government. Metropolitan Planning Organizations in the state have 180 days from the setting of targets by the state to either support the state targets or establish their own safety targets. Since this requirement went into effect several years ago, BCATS has chosen to support the state's safety targets each year in order to meet this requirement.

Background material and a sample BCATS resolution regarding the 2020 safety targets were included in the advance materials for the members to review. Although the fatality figures have gone down most recently, the five year average that is the basis for the calculations hasn't shown a significant reduction in this figure.

It was moved by Lipset, supported by Perian, to recommend that the BCATS Policy Committee adopt the resolution to support MDOT's 2020 safety targets, as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
19-40**

Karr also reviewed the material distributed relative to Battle Creek Transit's State of Good Repair (SGR) targets for 2020. BCT recently had its Transit Asset Management Plan updated and the SGR targets for 2020 were updated as part of that process. A sample BCATS Resolution for this target category was also presented to the members.

There were questions for Avis about the setting of the targets and the condition of some of the assets referenced in the table.

It was moved by Perian, supported by Franklin, to recommend that the BCATS Policy Committee adopt the resolution to support BCT's State of Good Repair targets for 2020, as presented. MOTION CARRIED UNANIMOUSLY.

**Res.
19-41**

D. FY 2020-2023 Transportation Improvement Program (TIP) Status Report

Tilma distributed and reviewed a listing of projects included in the FY 2020-2023 TIP. He noted that this list comes from the JobNet database and has been formulated to provide a user friendly version of the project list. He noted some column additions including a federal requirement for a total job cost for each project. There was discussion about the status of several of the projects.

Tilma also provided the members with a summary of issues being addressed by a statewide JobNet Policy Committee that meets regularly. The resolution of these issues could result in changes for local metropolitan planning organizations in their TIP management. Tilma participates on the statewide JobNet Policy Committee.

COMMENTS

A. Next Meeting

Chair Dopp announced that the next meeting of the BCATS Technical Committee is scheduled for January 8, 2020 at 1:30 p.m. at the same location, per the newly adopted meeting schedule.

B. Committee Member Comments

Avis reported that Battle Creek Transit was not successful in its most recent grant applications for discretionary federal funding.

C. Public Comments

There were no public comments.

ADJOURNMENT

The meeting was adjourned at 2:06 p.m.