

TO: Kalamazoo Area Transportation Study Policy Committee

FROM: Jonathan Start, Executive Director

DATE: April 22, 2015

SUBJECT: **POLICY COMMITTEE MEETING  
APRIL 29, 2015 – 9:00 A.M.  
KALAMAZOO METRO TRANSIT  
530 NORTH ROSE STREET**

The Kalamazoo Area Transportation Study Policy Committee will be meeting on April 29, 2015 at 9:00 a.m. at Kalamazoo Metro Transit, 530 North Rose Street.

The following materials are included in your meeting packet:

1. Agenda for the April 29, 2015 Policy Committee Meeting (reverse side)
2. Information Memorandum for the April 29, 2015 Policy Committee Meeting
3. Treasurer's Report
4. Technical Committee Report (April 9, 2015)
5. Public Transportation Report
6. Southcentral Michigan Planning Council Report
7. Regional Prosperity Initiative Report
8. Information on the FY 2016 Unified Planning Work Program (UPWP)
9. Draft Minutes of the March 25, 2015 Meeting
10. Information Memo and Resolutions of Support for the Road Commission of Kalamazoo County applications for the Local Bridge Program Fund
11. Information Memo for the Healthcare Reimbursement Account (HRA) Payment
12. Proposed amendments to the FY 2014-2017 Transportation Improvement Program
13. Proposed changes to the National Functional Classification (NFC) System
14. Citizen Advisory Committee Bylaws

**POLICY COMMITTEE MEETING**  
**April 29, 2015 at 9:00 a.m.**  
**Kalamazoo Metro Transit**  
**AGENDA**

**Public Comments are limited to four minutes in length.**

1. CALL TO ORDER
2. INTRODUCTIONS
3. ROLL CALL (Sign-in Sheet To Be Circulated)
4. CHANGES OR ADDITIONS TO THE AGENDA (Items can be moved from the consent agenda at this time)
5. APPROVAL OF THE AGENDA (**ACTION**)
6. CITIZENS' COMMENTS (Non-agenda items only. Comments on agenda items should be made during discussion of those items.)
7. CONSENT AGENDA (Enclosures)
  - ACCEPTANCE OF THE TREASURER'S REPORT
  - ACCEPTANCE OF THE TECHNICAL COMMITTEE REPORT (April 9, 2015)
  - ACCEPTANCE OF THE PUBLIC TRANSPORTATION MONTHLY REPORT
  - ACCEPTANCE OF THE SOUTHCENTRAL MICHIGAN PLANNING COUNCIL REPORT
  - ACCEPTANCE OF THE REGIONAL PROSPERITY INITIATIVE REPORT
  - INFORMATION ON THE FY 2016 UNIFIED PLANNING WORK PROGRAM
  - APPROVAL OF THE MINUTES FROM THE MARCH 25, 2015 MEETING (**ACTION**)
  - APPROVAL OF THE BRIDGE RESOLUTIONS OF SUPPORT (**ACTION**)
  - APPROVAL OF THE HEALTH REIMBURSEMENT ACCOUNT PAYMENT (**ACTION**)
8. AMENDMENTS TO THE FY 2014 – 2017 TRANSPORTATION IMPROVEMENT PROGRAM (ENCLOSURE) (**ACTION**)
9. NATIONAL FUNCTIONAL CLASSIFICATION SYSTEM CHANGES (ENCLOSURE) (**ACTION**)
10. PART TIME ASSOCIATE PLANNER POSITION (**ACTION**)
11. CITIZENS ADVISORY COMMITTEE
  - REPORT
  - BYLAWS (ENCLOSURE) (**ACTION**)
12. PRESENTATIONS ON PROPOSAL 1 BALLOT QUESTION
  - Polly Kent, MDOT
  - Joanna Johnson, Road Commission of Kalamazoo County
13. PUBLIC TRANSPORTATION UPDATES
14. NEW BUSINESS
15. CITIZEN COMMENTS
16. MEMBER COMMENTS
17. ADJOURNMENT

*Next Meeting: Wednesday, May 27, 2015 - 9:00 a.m.*

TO: Kalamazoo Area Transportation Study Policy Committee

FROM: Jonathan R. Start, Executive Director

DATE: April 21, 2015

SUBJECT: Information on the Policy Committee Agenda for April 29, 2015 Meeting

Here is information regarding Policy Committee agenda items. You will note that there are action items on the Consent Agenda that would normally be on the regular agenda. These are:

- Bridge Resolutions of Support,
- Health Reimbursement Account Payment, and
- Information on the FY 2016 Unified Planning Work Program.

In staff's opinion, these items are more routine and are included in an attempt to provide time for the Proposal 1 Ballot question presentations and questions. Any item can be removed from the Consent Agenda by request and be handled individually.

## **8. FY 2014 – 2017 Transportation Improvement Program**

### ***a. Amendments (ENCLOSURE) (ACTION)***

There is a table containing 13 projects, 12 of which are proposed amendments for the FY 2014 – 2017 Transportation Improvement Program. The 13<sup>th</sup> project, I-94BL (Stadium) at Howard Street is a project that KATS has been recommending for a number of years. It will add turn lanes, adjust the vertical alignment of Howard crossing the railroad tracks, improve drainage, and be the entry project to the future Stadium Drive/W. Michigan Avenue project connecting the university and college to downtown Kalamazoo. It is a project that will be included in the FY 2018 element of the FY 2017 – 2020 Transportation Improvement Program when it is developed in the coming year.

The projects included in the proposed amendments to the FY 2014 – 2017 Transportation Improvement Program include;

- The addition of a FY 2015 mobility management program for Kalamazoo public transit
- The addition of an MDOT project in FY 2016 to do right of way work for the intersection reconstruction, addition of turn lanes, vertical alignment improvements, and drainage improvements on I-94BL centered at Howard Street
- The addition of an MDOT project in FY 2016 to do preliminary engineering for the intersection reconstruction, addition of turn lanes, vertical alignment improvements, and drainage improvements on I-94BL centered at Howard Street
- The addition of a FY 2016 Kalamazoo public transit project to replace up to two demand response vehicles.
- For addition to the unfunded illustrative list of the I-94BL at Howard Street project to reconstruct, add additional turn lanes, improve vertical alignment and drainage. This project is anticipated to be constructed in FY 2018 outside of the current Transportation Improvement Program.

- Cost changes for an FY 2015 MDOT project to do right of way work for the future interchange reconstruction at I-94 and Portage/Kilgore as part of the continued I-94 widening
- Cost changes for a FY 2015 MDOT project to do substructure preliminary engineering work for the future interchange reconstruction at I-94 and Portage/Kilgore as part of the continued I-94 widening
- Cost changes for an FY 2015 MDOT project to do right of way work for the future widening and reconstruction of railroad bridges on I-94 east of Portage as part of the continued I-94 widening
- Cost changes for an FY 2015 MDOT project to do substructure preliminary engineering work for the future widening and reconstruction of railroad bridges on I-94 east of Portage as part of the continued I-94 widening
- Cost changes to a FY 2015 MDOT project to do right of way engineering for a future resurfacing project on I-94BL (Stadium) from east of Seneca to Michigan Avenue.
- Changes in cost allocated to funding sources for a FY 2016 Road Commission of Kalamazoo County project to reconstruct 42<sup>nd</sup> Street from Y Avenue to W Avenue.
- The deletion of an FY 2016 MDOT project to resurface I-94BL (Stadium) from east of Seneca to Michigan from the FY 2014 – 2017 Transportation Improvement Program. It will be an illustrative project and is anticipated to be included in the next Transportation Improvement Program.
- The change in year of an MDOT project to replace the deck of the US-131 Bridge over KL Avenue from FY 2015 to FY 2016.

There was discussion at the Technical Committee regarding the I-94BL (Stadium) centered at Howard Street project and whether it might delay or lessen MDOT's preparation for projects to complete the planned improvements to the connection from the university/college area to downtown Kalamazoo. MDOT is still committed to completing those projects but does not believe that it is likely that the design, environmental, and historical clearances process can be completed for construction prior to FY 2018. Therefore the I-94BL/Stadium at Howard intersection project should not delay the downtown improvements but will lead into them. The Stadium at Howard project is one that KATS has been urging MDOT to complete to improve operations at this congested intersection. Over the past years MDOT and local agencies have partnered to complete improvements at Drake and West Main and Drake at Stadium. These were the other two priority projects for KATS on the non-freeway trunkline system.

With that discussion, the Technical Committee and staff recommend that the Policy Committee approve these amendments to the FY 2014 – 2017 Transportation Improvement program.

### **9. National Functional Classification System Changes (ENCLOSURE) (ACTION)**

Following the national 10 year census, the National Functional Classification System is reviewed to make changes as appropriate to the functional classification of the road network. The National Functional Classification System defines the network of roads that are eligible for federal aid. There are guidelines that cover how a road should be classified and what design standards should be applied. The new guidelines have introduced new classification for urban areas collector roads. The single category urban collector has been replaced with urban major collector and urban minor collector similar to the rural categories.

Agency and KATS staff have reviewed the road network and prepared recommended changes to the National Functional Classification System. There is a table in your packet that summarizes the agency and

staff recommended changes. The table enclosed differs from the one you saw in March because Park Circle Drive has been removed.

During the Technical Committee meeting, two roads were also considered for possible inclusion on the recommended National Functional Classification System as federal aid eligible roads, Park Circle Drive between Sprinkle and Cork and Sunnyside between East Main and Gull Road. Both of these roads are county secondary roads that would have to go through the review process locally and at MDOT to change them to county primary streets before they could be reclassified as federal aid eligible on the National Functional Classification System. The Technical Committee recommended that since road functional classifications can be considered at other times outside of this ten year review, that these segments be looked at individually and compared to the guidelines and changes be recommended if appropriate at a future date.

Action must be taken on changes to the Principal Arterial roads because they are part of the National Highway System. That system needs to be addressed earlier than the remainder of the classifications. Staff and the Technical Committee want to take action on all recommended changes at this time. This would still allow for consideration of potential additions with Park Circle Drive and Sunnyside in the future. The Technical Committee recommended that the Policy Committee approve the changes to the National Functional Classification System as contained in the enclosed table. Staff supports that recommendation.

#### ***10. Part Time Associate Transportation Planner Position (ACTION)***

With the resignation effective April 1, 2015 of the former part time Associate Planner, KATS advertised the vacancy to obtain candidates to fill the position. This position works to help KATS complete its contracted MDOT Transportation Planning activities for the Southcentral Michigan Planning Council. Five applications were received. After review, the three best candidates were asked to interview for the position. The interview committee consisted of KATS staff and Mr. Nielson from the Policy Committee. One applicant canceled the interview on that morning scheduled. The remaining two interviewed candidates were a retired, experienced individual from the area who has worked with KATS in its activities in his former position. The second individual is graduating from an urban planning program and has expressed interests in urban design and relocating to a warmer climate.

It was the unanimous recommendation of the interviewing committee that the experienced person, Fred Nagler be the choice for the vacant part time Associate Planner position. Staff and the interview committee recommend that the Policy Committee approve his hiring at the top pay rate of \$25.00 per hour. Hours will average 29 per week. Benefits will be the same as already approved for part time staff.

#### ***11. Citizens Advisory Committee***

##### ***a. Report***

The Chair of that committee is a non-voting member of the Policy Committee and will provide updates.

##### ***b. Bylaws (ENCLOSURE) (ACTION)***

Having been in-active for some time, the new Citizens Advisory Committee's (CAC) first order of business was to conduct a review of their bylaws. Their suggested changes to the Citizens Advisory Committee bylaws are attached for your consideration for adoption.

Many of the proposed changes are minor and update language related to KATS new planning area, public participation plan, and Metropolitan Transportation Plan. The largest changes involve *Article II. Membership*. Here, the Citizens Advisory Committee looked to better define membership, term limits, and appointment to the Committee.

As a subcommittee, the Citizens Advisory Committee Bylaws need to be approved by the Policy Committee. Staff recommends that the Policy Committee approve the bylaws as presented. If the Policy Committee has suggested changes, staff requests that they be provided to staff for referral to the Citizens Advisory Committee.

### ***12. Presentations on Proposal 1 Ballot Question***

Polly Kent from MDOT and Joanna Johnson from the Road Commission of Kalamazoo County will make presentations for information and education purposes on the May 5<sup>th</sup> Ballot proposal. They will also respond to questions.

### ***13. Public Transportation Updates***

Members of the Kalamazoo County Transportation Authority Board, the Kalamazoo Transit Authority Board, Van Buren Public Transit, and/or staff will provide additional updates to the Policy Committee as appropriate.

## KALAMAZOO AREA TRANSPORTATION STUDY

### TREASURERS REPORT

Policy Committee Meeting April 29, 2015

Beginning Balance as of March 1 <sup>st</sup> 2015	\$132,874.71
There were 22 checks cashed totaling	\$(28,719.08)
There were 8 withdraws/debits totaling	\$(23,063.47)
There was 5 deposit(s) / credits	\$104,985.16
Ending Balance as of March 31st, 2015	\$186,077.32

If there is any questions regarding any of the checks or withdraws, please feel free to contact me at your convenience, and I will be happy to review the 5/3 checking statement with you.

Respectfully submitted,

Jeffrey R. Sorensen  
Treasurer, Kalamazoo Area Transportation Study

# KATS Kalamazoo Area Transportation Study

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TO: Policy Committee  
FROM: Jonathan Start, Executive Director  
DATE: April 20, 2015  
SUBJECT: April 9, 2015 Technical Committee Report

The Technical Committee met on April 9, 2015 at 9:00 at the Metro Transit main meeting room. Action was taken on three items. Information items and status reports were shared for the remainder of the meeting.

The action items before the Technical Committee included:

- Review, discussion, and action on amendments to the FY 2014 – 2017 Transportation Improvement Program. These amendments added four projects, changed cost to 6 projects, moved one project to 2018, and moved one project to 2016. All projects except for three, included in the proposed amendments are MDOT projects. The Technical Committee recommended that the Policy Committee approve the amendments to the FY 2014 – 2017 Transportation Improvement Program. This is item 8 on the Policy Committee agenda.
- Review, discussion and recommendation on changes to the National Functional Classification System was on the agenda. This review occurs every 10 years following the Decennial census. The Technical Committee discussed the road segments that were included in the list of recommended changes. The changes were recommended by the agencies staffs considering the guidelines from the Federal Highway Administration. In addition, two roads were also discussed for possible inclusion on the recommended National Functional Classification System, Park Circle Drive between Sprinkle and Cork and Sunnyside between East Main and Gull Road. Both of these roads are county secondary roads that would have to go through the review process locally and at MDOT to change them to county primary streets before they could be reclassified as federal aid eligible on the National Functional Classification System. The Technical Committee recommended that since road functional classifications can be considered at other times outside of this ten year review, that these segments be looked at individually and compared to the guidelines and changes be recommended if appropriate at a future date. The Technical Committee then recommended that the Policy Committee approve the recommended changes to the National Functional Classification System.
- The Road Commission of Kalamazoo County asked for Technical Committee support for five Local Bridge Program applications. Annually the Local Bridge program asks for applications for bridge projects that are reviewed regionally and then at the state level. Successful applicants receive federal funding for the project. This year the Road Commission of Kalamazoo County is the only agency asking for resolutions of support from KATS. The Technical Committee approved signing the resolutions of support for all five bridges.

Information items discussed the survey responses to be used in developing goals and objectives in the KATS Metropolitan Transportation Plan.

Updates were give on road and land use and planning activities. The major items were:

**MDOT:** The Sprinkle Road Interchange project experienced an issue with cranes. MDOT is working to resolve the issue. Reconstruction on Stadium Drive and US-131 is underway. Loop ramps are closed.



**Road Commission of Kalamazoo County:** The D Ave and Rolling Meadows project was awarded and should be completed in July. The Road Commission opened HMA bids for the local roads in Kalamazoo County including Kalamazoo Township. Bids are coming in underestimate.

**City of Portage:** The Westnedge Avenue Project came in almost 15% over estimate. TIP funds have been moved to accommodate for the project. Osterhout may be completing the second segment next year. The Romance Road Congestion Mitigation Air Quality (CMAQ) project anticipated completion date is set for April 16th. Lovers Lane GI submittal is this month.

**City of Kalamazoo:** The Mills Street project and the Riverview project are on schedule for a May letting.

**City of Kalamazoo/Road Commission of Kalamazoo County:** The E. Main Street project is targeted for a July or August letting. The Congestion Mitigation Air Quality (CMAQ) Crosstown project is planned for a June letting.

**Village of Augusta:** The Village of Augusta received a Safe Routes to School grant for sidewalk improvements in partnership with MDOT.

**Kalamazoo Area Transportation Study:** Delivery of the Travel Demand Model has been moved to June 1, 2015.

**City of Kalamazoo Planning:** Updates to the Non-motorized Transportation Plan are happening now; the plan will be incorporated into the city's Comprehensive Plan. Downtown Kalamazoo Incorporated (DKI) will be releasing their 5 year parking update soon.

**Oshtemo Township:** The township is beginning a streetscape enhancement program on Drake Road from 9th to Stadium Drive. Work continues with MDOT to look at a non-motorized facility on the Oshtemo side of Drake Road to connect to the universities.

TO: Policy Committee  
FROM: Jonathan Start, Executive Director  
DATE: April 20, 2015  
SUBJECT: Public Transportation Monthly Report

The three Kalamazoo County public transportation Authority Boards continue to meet and discuss the decisions to be made by the new Central County Transportation Authority and how those decisions will impact service levels, other authority boards, and the millage. Public outreach and information meetings have been held to share ideas for fixed route service expansions that might be included. The millage request has been determined and will include funds to allow expansion of service by increasing the frequency of busses on certain routes, extending hours of operation on some routes, and providing Sunday service at some level.

Van Buren Transit continues to investigate the development of a flex route in the Village of Mattawan. Van Buren County will also be going for a millage renewal on May 5.

Proposals were reviewed and a consultant selected for a Ten Year Service Vision Plan for the public transportation system in Kalamazoo County. This plan is intended to help guide the system in improving and enhancing service as appropriate.

TO: Policy Committee

FROM: Jonathan Start, Executive Director, Kalamazoo Area Transportation Study

DATE: April 20, 2015

SUBJECT: Southcentral Michigan Planning Council Report

During the month of March, KATS staff worked on the Michigan Department of Transportation Planning Activities for the Southcentral Michigan Planning Council. These activities include the following:

- KATS prepared amendments as necessary for the Rural Task Force program projects.
- Staff is preparing county Asset Management reports following data gathering in 2014.
- Staff has finished gathering public transit service data as part and is preparing the report for the regional focus of the Governor on senior and regional mobility.
- Staff has continued work on the Homer Township Master Plan project. Lee Adams has taken over this project.
- Staff has completed training for the 2015 PASER data collection.
- Staff has assisted Calhoun County Roads Department with Geographic Information Systems questions.
- The part time Associate Transportation Planner has resigned to work full time elsewhere. KATS is proceeding to fill the position. Staff has advertised and interviewed candidates for this position. The interview committee has a unanimous choice for the position.

TO: Policy Committee  
From: Jonathan Start, Executive Director  
Date: April 20, 2015  
Subject: Regional Prosperity Initiative Report

The committee met on April 2, 2015 and reviewed areas for potential project that the Regional Prosperity Committee might fund in the area of community development. These project areas were rated compared to the Prosperity Plan Goals and Objectives. The highest rated project areas will be considered for requests for project ideas that will be evaluated further.

The Committee also elected officers. Ben Damerow from Michigan Works housed at the W. E. Upjohn Institute was elected Chair, I was elected Vice Chair, and Victoria Pratt from the Cornerstone Alliance in Benton Harbor was elected Secretary.

# **KATS** Kalamazoo Area Transportation Study

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**TO:** Policy Committee  
**FROM:** Jonathan Start, Executive Director  
**DATE:** April 20, 2015  
**SUBJECT:** FY 2016 Unified Planning Work Program Update

Staff is working on finalizing the draft of the FY 2016 Unified Planning Work Program for KATS. This is the budget for KATS operations. It shows areas of concentration which vary year to year based on activities that are priorities for KATS, MDOT, and/or the Federal Highway and Transit Administrations. For FY 2016 there are no identified pass through funds to help support local agency planning studies. In the past additional funds from the program balance were identified with match provided by the local agency in cash.

The draft is not ready for review at this Policy Committee meeting but will be made available in time to allow for public review and comment. The document will be similar in format as previous documents with the exception that Federal Transit Administration planning dollars will be combined with Federal Highway Administration planning dollars into one federal combined planning source. All contributed service match contributions will be similarly combined into one match category.

Areas of concentration will be the completion of the 2045 KATS Metropolitan Transportation Plan, development of the FY 2017-2020 Transportation Improvement Program, and the first certification review of KATS as a Transportation Management Area.

## Kalamazoo Area Transportation Study Policy Committee Meeting Minutes for March 25, 2015

### **CALL TO ORDER**

The March meeting of the Kalamazoo Area Transportation Study was called to order at 9:00 a.m. at Kalamazoo Metro Transit by Chair Anderson.

### **ROLL CALL**

Meeting attendance was recorded on the sign-in sheet.

### **MEMBERS PRESENT**

David Anderson-Chair	City of Kalamazoo
Carol Daly	Village of Mattawan
Marsha Drouin	Richland Township
Paul Dykstra	Ross Township
Michael Grabbe	Village of Lawton
Beth Griffin	Van Buren Transit
Darrell Harden	Michigan Department of Transportation Southwest
Robert Heasley	City of Parchment
Libby Heiny-Cogswell	Oshtemo Township
Jeff Heppler	Village of Augusta
Joanna Johnson	Road Commission of Kalamazoo County
Linda Kerr	Texas Township
John Lanum	Michigan Department of Transportation Lansing
Garrylee McCormick	Transit Authority Board
Michele McGowen	KATS Citizen Advisory Committee *
Carl Newton	City of Galesburg
Ann Nieuwenhuis	Comstock Township
Claudette Reid	City of Portage
Greg Rosine	Western Michigan University
Randy Smith	Brady Township
Thomas L. Swiat, Jr.	Prairie Ronde Township
Linda Teeter	Kalamazoo County Transportation Authority
Greg Thomas	Pavilion Township

### **MEMBERS ABSENT**

William Adams	Village of Vicksburg
John Gisler	Kalamazoo County Board of Commissioners
Keith Gunnett	Village of Schoolcraft
Steve Hatch	Village of Richland
Larry Nielsen	Village of Paw Paw

Ron Reid	Kalamazoo Township
Jeff Sorensen	Cooper Township
Al Svilpe	Van Buren County Road Commission
Don Ulsh-Vice Chair	Schoolcraft Township

## **OTHERS PRESENT**

Paul Selden, Zulton Cohen, Jon Start, Steve Stepek, Monica Zehner

## **CHANGES OR ADDITIONS TO THE AGENDA-NONE**

## **APPROVAL OF THE AGENDA**

MOTION by Swiat, SUPPORT by Reid, ***“to approve the agenda for the March 25, 2015 Policy Committee Meeting.”*** Motion approved.

## **CITIZEN COMMENTS**

Start introduced Zolton Cohen, President of the Kalamazoo Bicycle Club (KBC). Cohen reported that each year, the KBC recognizes an area organization or individual involved in improving the bicycling experience in the area. KATS is the recipient of Kalamazoo Bicycle Club's Friend of Bicycling Award for 2015 for formally adopting the area's first Metropolitan Planning Organization-wide Complete Streets Policy to consider the needs of all legal users, including bicyclists, in the planning process when allocating federal transportation funds. Chair Anderson accepted the Friend of Bicycling Award on KATS behalf.

## **CONSENT AGENDA**

The following items for the consent agenda were included in the meeting materials:

- Minutes from the February 25, 2015 Meeting
- Treasurer's Report
- Technical Committee Report (March 12, 2015)
- Public Transportation Monthly Report
- Southcentral Michigan Planning Council Report
- Regional Prosperity Initiative report

Zehner reported the following corrections to the minutes of the February 25, 2015 Policy Committee. Under the heading staff adjustments, there should be two motions regarding staff salary adjustments reading: *MOTION by Nielsen, SUPPORT by Nieuwenhuis, “to approve the recommended staff salary adjustments for FY 2015.”* Motion approved. *MOTION by Nieuwenhuis, SUPPORT by Heppler, “to approve the recommended Executive Director salary adjustment for FY 2015.”* Motion approved.

MOTION by Johnson, SUPPORT by Harden, ***“to approve the items on the consent agenda with the corrections noted.”*** MOTION approved.

## **CITIZENS ADVISORY COMMITTEE REPORT**

McGowen reported the Citizen Advisory Committee (CAC) had met on March 19. The CAC took action to approve CAC Bylaws and set a quarterly meeting schedule. The role of the CAC will be to provide public input to the Policy Committee. The Citizen Advisory Committee is currently comprised of seven members.

### AMENDMENTS TO THE FY 2014 – 2017 TRANSPORTATION IMPROVEMENT PROGRAM

Copies of the proposed amendments to the FY 2014-2017 Transportation Program were included in the meeting materials.

FY	Agency	Project Name	Project Description	Federal Cost \$1000s	Federal Fund Source	Local Cost \$1000s	Total Phase Cost \$1000s	MDOT Job No.	MPO Action Date
2015	Portage	S Westnedge Ave	Hot Mix Asphalt milling and resurfacing with sidewalk ADA compliance as required. Traffic signal equipment replacement and upgrading. Intersection Hot Mix Asphalt milling and resurfacing at W Milham Ave. Replacement of water main.	1,381	NH	350	1,731	121017	3/25/15
<b>Limits:</b> Mall Dr to Dawnlee Ave; <b>Length:</b> 0.66; <b>Primary Work Type:</b> Resurface ; <b>Phase:</b> CON; <b>Amendment Type:</b> Cost; <b>Comments:</b> City of Portage; \$523,189 NHPP; \$336,811 STU; Change Federal Fund Source from NHS (Administrative Adjustment) 1/22/14; \$521,350 Additional federal STU funding added with deletion of Osterhout JN 120468, Total project cost to \$2,900,000, 3/25/15;									
2015	Portage	Osterhout Ave	Paint pile bents, cast H-piles with concrete filler wall					120468	3/25/15
<b>Limits:</b> Shaver Road to Westnedge Avenue; <b>Length:</b> 1.53; <b>Primary Work Type:</b> Reconstruct; <b>Phase:</b> CON; <b>Amendment Type:</b> Delete; <b>Comments:</b> City of Portage; Addition of STP funding from \$428,000 to \$521,350, local funds increased from \$118,720 to \$140,886, 9-24-14; Deletion of Project 3/25/2015;									

Start reported the City of Portage Westnedge Avenue Project came in over-estimate. In order to complete this project, they asked that the \$521,000 in federal funding for their Osterhout Project in 2015 be removed and added to the \$860,000 federal funds programmed for Westnedge.

Start reported that it is not automatic to reprogram funds from one project of an agency/jurisdiction to another project by the same agency/jurisdiction. The Westnedge Avenue Project is the number one project currently in the Transportation Improvement Program. Start reported that in order to meet the deadline for bid acceptance, the proposed amendments had not been presented to the Technical Committee for a recommendation. Technical Committee members were emailed and asked to provide comment. No adverse comments were received.

C. Reid reported that the City of Portage Osterhout project would be completed without utilizing KATS funding and that the city had sufficient local match for the Westnedge Avenue project.

MOTION by Nieuwenhuis, SUPPORT by Heasley, ***“to approve the recommended amendments to the FY 2014-2017 Transportation Improvement Program.”*** Motion approved.

### AUTHORIZATION TO REFUND AN MDOT OVERPAYMENT TO KATS



Copies of the invoice from the Michigan Department of Transportation (MDOT) were included in the meeting materials.

Start reported that KATS had received an overpayment from MDOT for the Stadium Drive and W. Michigan Avenue Corridor Study. KATS Staff and MDOT Finance worked together to reconcile financial records and have an invoice sent to KATS. The invoice totaled \$28,501.02. This amount exceeds the authorization of the Executive Director and requires the approval of the KATS Policy Committee to authorize payment.

MOTION by Newton, SUPPORT by SWIAT, ***“to authorize the payment of the invoice from the Michigan Department of Transportation for the amount of \$28, 501.02.”*** Motion approved.

### **KATS EMPLOYEE BENEFITS PACKAGE**

Copies of the draft of the Fringe Benefit Summary were included in the meeting materials.

Start reported the Policy Committee has been engaged in ongoing review and revision of KATS staff benefits. These changes initially focused on those necessary for the separation of KATS from the road commission. Subsequent changes included longevity pay and the tuition reimbursement policy. Start requested that the document be approved so staff could have a single record of approved fringe benefits.

Start reported that all of the changes within the draft document have been approved with the exception of the recommendation of the Finance and Personnel Subcommittee to remove Emergency Leave to attend services in the event of the death of an immediate family member and allow the use of Sick Leave for this purpose. He asked the Policy Committee approve the document with an effective date of June 1, 2015 to allow the reimbursement of the Associate Planner for Winter 2015 tuition which was approved at the February 25, 2015 Policy Committee meeting.

Smith requested Start verify that all other changes had been previously approved. Start verified noting that the version of the summary which tracked changes contained the date of Policy Committee action.

Johnson noted that the word “full-time” had been crossed out of the section under “Fringe Benefit Summary” and inquired if benefits were also applicable to part-time employees. Start noted that part-time employees received Vacation Leave and Sick Leave. Whether a benefit is available to a full-time or part-time employee is now addressed within each benefit section.

Nieuwenhuis noted that the Finance and Personnel Subcommittee would be continuing to move ahead with work on the KATS Personnel Policy.

MOTION by Nieuwenhuis, SUPPORT by Rosine, ***“to approve the KATS Fringe Benefit Summary and set an effective date for June 1, 2015.”*** Motion approved.

### **NATIONAL FUNCTIONAL CLASSIFICATION REVIEW STATUS**

Copies of the draft Proposed Changes to the National Functional Classification (NCF) System were included in the meeting materials.

Stepak reported that changes to the NFC would be presented to the Policy Committee in May for approval to meet the deadline of the Federal Highway Administration for approval of changes in classification for

Principal Arterials on the National Highway System. Proposed changes include the reclassification of Douglas Avenue at M-43 to Business 131 from Principal Arterial to Minor Arterial and the proposed reclassification of Portage Road from Southtown to Michigan from Principal Arterial to Major Collector. Chair Anderson inquired to the implications of the reclassification. Stepek reported that there are guidelines for the classification of roads. On a principal arterial, Design Guidelines are enforced. Stepek noted that recommended NFC Revisions were developed by local technical staff.

### **FY 2016 CONTRIBUTED SERVICES AGREEMENTS**

Start thanked all agencies who had returned their FY 2016 Contributed Service Agreements. Agreements are used to provide match to pay for KATS operations. To date, 17 of 32 agreements have been received for the Federal Highway Administration Planning Funds and 2 out of 3 agreements for the Federal Transit Administration Funds. Nieuwenhuis and Griffin requested staff send a reminder to agencies who had not yet returned their agreements.

### **PUBLIC TRANSPORTATION UPDATES**

A copy of the Resolution of Support for a Transportation Millage Request for 2015 and a Policy Statement regarding the Central County Transportation Authority (CCTA) Fixed-Route Bus Service to Areas Outside the Authority Boundaries from the CCTA were distributed at the meeting.

Teeter, Chair of the Kalamazoo County Transportation Authority, gave an update on Mekemson. Teeter reported the CCTA Policy Statement regarding Fixed Route Bus Service to Areas Outside the Authority Boundaries had been approved on December 19, 2014. The Policy would not go into effect until the approval a millage to fund fixed bus route service.

The CCTA also approved a Resolution of Support for a Transportation Millage Request for 2015 with a vote of 10-0. The Resolution was approved by the CCTA last Thursday. The millage amount will be 0.75 mills and cover a five year period. The millage will be used to fund the current level of urban fixed-route bus service, and is anticipated to fund additional levels of service including Sunday services, extend night services, and some increased route frequencies. The proposed millage will be on the August 4 ballot. A Resolution of Support will be on the agenda of the City of Kalamazoo Transit Authority Board (TAB) meeting to be held on Friday. The Resolution of Support will then be considered by the City of Kalamazoo Commissioners.

Nieuwenhuis thanked Rosine, McCormick, and Teeter for their work and efforts. She recognized the efforts of McBride and employees of Kalamazoo Metro Transit. She noted it was important for people to travel via bus to see the users of this service and recognize its importance. She indicated a willingness to work with anyone who had not used public transit. She also noted the Disability Network had an employee to provide ride training. McCormick also thanked McBride for his leadership.

### **NEW BUSINESS**

Start reported that KATS has posted a job opening for a part-time associate planner. Jodi Stefforia will be leaving KATS for employment with Comstock Township.

Copies of the 2045 Metropolitan Transportation Plan Transportation Survey Summary were distributed at the meeting. Stepek reported KATS had received hundreds of comments as part of the survey. A document containing all individual comments is posted at KATS website. Stepek noted the results would be used to develop the Goals and Objectives for the 2045 Metropolitan Transportation Plan. Polly Kent from the

Michigan Department of Transportation will be presenting at the April Policy Committee Meeting on Proposal 1. Joanna Johnson of the Road Commission of Kalamazoo County will also present on Proposal 1 from a local agency perspective.

Lanum reported that the Michigan Department of Transportation had met with KATS Staff regarding the development of the FY 2016 Unified Planning Work Program and the identification of key work efforts for KATS for the fiscal year. Items discussed included the completion of the Long Range Plan, the potential impacts of the revocation of air standards, the emphasis areas for FHWA, and the incorporation of performance measures.

### **CITIZEN COMMENTS-NONE**

### **MEMBER COMMENTS**

Johnson shared that the Road Commission is rebranding as the Road Commission of Kalamazoo County (RCKC). The legal name will remain the Kalamazoo County Road Commission. The rebranding will differentiate the Road Commission of Kalamazoo County from the other KCRCs such as Kalkaska County Road Commission and the Kent County Road Commission. Rebranding will include a new logo. The Board of County Road Commissioners of the County of Kalamazoo approved a Resolution of Support for Proposal 1 on March 10. Johnson thanked KATS staff for meeting with employees of the Road Commission of Kalamazoo County for training related to contributed services. Stepek noted that anyone interested in training could contact KATS staff.

C. Reid thanked members for moving quickly on the Westnedge Avenue Project. She noted the Osterhout project would be completed locally. The Listening Post will meet on Friday at the Road Commission of Kalamazoo County.

Harden reported that Phase 2 of Stadium Drive would begin on Monday.

Lanum reported that 62% of Obligation has been used. He urged members to submit projects.

Anderson reported the City of Kalamazoo City Commission met with the Michigan Municipal League regarding Proposal 1. The Commission passed a Resolution of Support for the proposal.

### **ADJOURNMENT**

There being no other business, Chair Anderson adjourned the meeting at 9:46 am. The next meeting of the Kalamazoo Area Transportation Study will be held on April 29, 2015, at 9:00 a.m. at Kalamazoo Metro Transit.

**TO:** Policy Committee  
**FROM:** Jonathan Start, Executive Director  
**DATE:** April 20, 2015  
**SUBJECT:** Bridge Resolutions of Support

Annually, local agencies apply to the Local Bridge Program for funding of bridge replacement, rehabilitation, and preventive maintenance work. As part of the application packet, resolutions of support for the application are requested from the Kalamazoo Area Transportation Study. Project applications are reviewed first regionally and then the region recommendations are reviewed by MDOT. MDOT determines what projects receive federal funding and notify the agency. If federal funds are awarded, the project will be amended into the Transportation Improvement Program by the Policy Committee.

Included in your packet are five resolutions of support for applications for Local Bridge Program funds for five Road Commission of Kalamazoo County bridges. The bridges and type of work are:

- The 29<sup>th</sup> Street Bridge over Portage River in Brady Township application for preventive maintenance project funding to extend the service life of the bridge.
- The 31<sup>st</sup> Street Bridge over Brown Creek in Brady Township application for the replacement of this bridge.
- The 36th Street Bridge over Dorrance Creek in Climax Township application for the replacement of this bridge.
- The Ravine Road Bridge over Ranson Drain in Alamo Township application for the replacement of this bridge.
- The Y avenue Bridge over Portage Creek in Brady Township application for the replacement of this bridge.

No other agencies have asked KATS for resolutions of support for Local Bridge Program applications this year. If approved, these projects will be amended into the FY 2018 element of the Transportation Improvement Program. The Technical Committee approved similar resolutions of support at their April 9, 2015 meeting.

Staff recommends that the Policy Committee approve these resolutions of support for the application of Local Bridge Program funds and authorize the Chair to sign on its behalf.

## RESOLUTION

### Supporting Application for Local Bridge Program Funds For 29<sup>th</sup> Street Bridge

#### Preventative Maintenance

**WHEREAS**, the 29<sup>th</sup> Street Bridge over Portage River in Brady Township, Kalamazoo County, Michigan, was constructed in 1962 as a concrete beam structure and due to its age is in a deteriorating condition; and

**WHEREAS**, the current deterioration places a risk on the longevity of the bridge, the service it provides and its value as an important transportation system asset; and

**WHEREAS**, the investment in rehabilitation will improve the condition of the bridge deck and bridge beams, avoiding more costly repairs in the near future; and

**WHEREAS**, Road Commission of Kalamazoo County staff has prepared an application for Local Bridge Program Funds to rehabilitate this structure; and

**WHEREAS**, the Kalamazoo Area Transportation Study Policy Committee has considered the application for Local Bridge Program Funds and supports the submission of the application for Local Bridge Program Funds for 2018.

**NOW, THEREFORE, BE IT RESOLVED** that the Kalamazoo Area Transportation Study Policy Committee supports the Road Commission of Kalamazoo County's application for Local Bridge Program Funds.

Date: April 29, 2015

\_\_\_\_\_  
David F. Anderson, Chair  
Kalamazoo Area Transportation Study  
Policy Committee

*This resolution was supported by the Policy Committee with action taken at their April 29, 2015 meeting.*

**RESOLUTION**

**Supporting Application for Local Bridge Program Funds  
For  
31<sup>st</sup> Street Bridge  
Replacement**

**WHEREAS**, the 31<sup>st</sup> Street Bridge over Brown Creek in Brady Township, Kalamazoo County, Michigan, was constructed in 1962 as a timber structure and due to its age is in a deteriorating condition; and

**WHEREAS**, the current deterioration places a risk on the longevity of the bridge, the service it provides and its value as an important transportation system asset; and

**WHEREAS**, Road Commission of Kalamazoo County staff has prepared an application for Local Bridge Program Funds to replace this structure; and

**WHEREAS**, the Kalamazoo Area Transportation Study Policy Committee has considered the application for Local Bridge Program Funds and supports the submission of the application for Local Bridge Program Funds for 2018.

**NOW, THEREFORE, BE IT RESOLVED** that the Kalamazoo Area Transportation Study Policy Committee supports the Road Commission of Kalamazoo County's application for Local Bridge Program Funds.

Date: April 29, 2015

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David F. Anderson, Chair  
Kalamazoo Area Transportation Study  
Policy Committee

*This resolution was supported by the Policy Committee with action taken at their April 29, 2015 meeting.*

**RESOLUTION**

**Supporting Application for Local Bridge Program Funds  
For  
36<sup>th</sup> Street Bridge  
Replacement**

**WHEREAS**, the 36<sup>th</sup> Street Bridge over Dorrance Creek in Climax Township, Kalamazoo County, Michigan, was constructed in 1953 and due to its age is in a deteriorating condition; is subject to weight restrictions; and

**WHEREAS**, these deficiencies places a risk on the longevity of the bridge, impair the movement of commercial traffic, and the accomplishment of agricultural activities; and

**WHEREAS**, Road Commission of Kalamazoo County staff has prepared an application for Local Bridge Program Funds to replace this structure; and

**WHEREAS**, the Kalamazoo Area Transportation Study Policy Committee has considered the application for Local Bridge Program Funds and supports the submission of the application for Local Bridge Program Funds for 2018.

**NOW, THEREFORE, BE IT RESOLVED** that the Kalamazoo Area Transportation Study Policy Committee supports the Road Commission of Kalamazoo County's application for Local Bridge Program Funds.

Date: April 29, 2015

\_\_\_\_\_  
David F. Anderson, Chair  
Kalamazoo Area Transportation Study  
Policy Committee

*This resolution was supported by the Policy Committee with action taken at their April 29, 2015 meeting.*

**RESOLUTION**

**Supporting Application for Local Bridge Program Funds  
For  
Ravine Road Bridge  
Replacement**

**WHEREAS**, the Ravine Road Bridge over Ranson Drain in Alamo Township, Kalamazoo County, Michigan, was constructed as a multiple pipe structure in 1979 and due to its age is in a deteriorating condition; and

**WHEREAS**, the current deterioration places a risk on the longevity of the bridge, the service it provides and its value as an important transportation system asset; and

**WHEREAS**, Road Commission of Kalamazoo County staff has prepared an application for Local Bridge Program Funds to replace this structure; and

**WHEREAS**, the Kalamazoo Area Transportation Study Policy Committee has considered the application for Local Bridge Program Funds and supports the submission of the application for Local Bridge Program Funds for 2018.

**NOW, THEREFORE, BE IT RESOLVED** that the Kalamazoo Area Transportation Study Policy Committee supports the Road Commission of Kalamazoo County's application for Local Bridge Program Funds.

Date: April 29, 2015

\_\_\_\_\_  
David F. Anderson, Chair  
Kalamazoo Area Transportation Study  
Policy Committee

*This resolution was supported by the Policy Committee with action taken at their April 29, 2015 meeting.*



**RESOLUTION**

**Supporting Application for Local Bridge Program Funds  
For  
Y Avenue Bridge  
Replacement**

**WHEREAS**, the Y Avenue Bridge over Portage Creek in Brady Township, Kalamazoo County, Michigan, was constructed in 1972 as a timber structure that due to its age is in a deteriorating condition; is subject to weight restrictions; and

**WHEREAS**, these deficiencies places a risk on the longevity of the bridge, impair the movement of commercial traffic, and the accomplishment of agricultural activities; and

**WHEREAS**, Road Commission of Kalamazoo County staff has prepared an application for Local Bridge Program Funds to replace this structure; and

**WHEREAS**, the Kalamazoo Area Transportation Study Policy Committee has considered the application for Local Bridge Program Funds and supports the submission of the application for Local Bridge Program Funds for 2018.

**NOW, THEREFORE, BE IT RESOLVED** that the Kalamazoo Area Transportation Study Policy Committee supports the Road Commission of Kalamazoo County's application for Local Bridge Program Funds.

Date: April 29, 2015

\_\_\_\_\_  
David F. Anderson, Chair  
Kalamazoo Area Transportation Study  
Policy Committee

*This resolution was supported by the Policy Committee with action taken at their April 29, 2015 meeting.*

**TO:** Policy Committee  
**FROM:** Jonathan Start, Executive Director  
**DATE:** April 20, 2015  
**SUBJECT:** Health Reimbursement Account FY 2015 Payment

When KATS became an independent organization, it considered its options for employee health insurance and the limitations placed upon public employer contributions to health insurance. The Policy Committee did not choose to provide 80% of the insurance premium costs, but chose the other option, the ceiling limits for insurance. The Policy Committee chose to offer a Health Reimbursement Account to employees and is funding that account with the difference between the ceiling set by the State on family, couple, and single insurance plans and the insurance premium costs for the insurance provided to full time KATS employees. For FY 2015, that difference is \$3,308.00. This amount was included in the amendments to the FY 2015 Unified Planning Work Program and approved by Policy Committee action on February 25, 2015.

Because this exceeds the \$2,000 authorization the Executive Director may pay without Policy Committee approval, staff asks that the Policy Committee authorize the payment of \$3,308.00 to the KATS Health Reimbursement Account. This account is used to offset health costs not paid for by the insurance excepting prescription and office co-pays.

## Kalamazoo Area Transportation Study FY 2014 - 2017 Transportation Improvement Program

6/26/2013 (4/29/2015)

Required Fields																							
Fiscal Year	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Phase	Advance Construct	Federal Cost (\$1000s)	Federal Fund Source	State Cost (\$1000s)	State Fund Source	Local Cost (\$1000s)	Local Fund Source	Total Phase Cost (\$1000s)	MDOT Job No.	Local ID No.	MPO/Rural Action Date	Amendment Type	Air Quality	Comments	Total Project Cost (\$1000s)
2015	Kalamazoo	Public Transit	Mobility Management	5/1/15 to 4/30/16		Transit operations	Continuation of Mobility Management Program formerly funded with New Freedom	T-Ops		45	5310	11	CTF			56			04/29/15	Add	E	New Project 4/29/15;	56
2016	Kalamazoo	MDOT	I-94 BL	at Howard Street intersection	0.56	Reconstruct	Reconstruct to install dual left turn lanes at the intersection	ROW		409	ST	79	M	11	City	500	101089		04/29/15	Add	E	CON Phase scheduled for 2018 with phase cost of \$10,784,000, New project 4/29/15;	11,953
2016	Kalamazoo	MDOT	I-94 BL	at Howard Street intersection	0.56	Reconstruct	Reconstruct to install dual left turn lanes at the intersection	PE		526	ST	102	M	15	City	643	101089		04/29/15	Add	E	CON Phase scheduled for 2018 with phase cost of \$10,784,000, New project 4/29/15;	11,953
2016	Kalamazoo	Public Transit	Vehicle Replacement	Demand Response		Transit capital	Up to two (2) Demand Response Vehicle Replacements	T-Cap		25	STL	6	CTF			31			04/29/15	Add	E	Funded through Rural Set Aside, new project 4/29/15;	31
Illustrative	Kalamazoo	MDOT	I-94-BL	at Howard Street intersection	0.56	Reconstruct	Reconstruct to install dual left turn lanes at the intersection	CON		8,827	ST	1,713	M	245	City	10,784	101089		04/29/15	Add	E	CON Phase anticipated for 2018, added to illustrative list , New project 4/29/15;	11,953
2015	Kalamazoo	MDOT	Kilgore / W I-94 Ramp	east of Lovers Lane to east of Portage Road in the cities of Kalamazoo and Portage, Kalamazoo County	1.16	Widen - major (capacity increase)	Roadway reconstruction and widening and interchange reconstruction	ROW		41	HPSL	8	M	1	CITY	50	105885		02/25/15	Cost	NE	Addition of Project 12/4/13; Change in FY from 2014 to 2015 11/19/14; Increase in total cost from \$500,002 to \$600,002 2/25/15; CON phase (FY 2020) programmed at \$29,781,300 (\$24,375,995 federal; \$5,030,710 state; \$374,595 local), Total Project Changed from \$600,002 to \$30,381,300 to reflect addition of CON phase, 4/29/15;	30,381
2015	Kalamazoo	MDOT	Kilgore / W I-94 Ramp	east of Lovers Lane to east of Portage Road in the cities of Kalamazoo and Portage, Kalamazoo County	1.16	Widen - major (capacity increase)	Roadway reconstruction and widening and interchange reconstruction	SUB		82	HPSL	16	M	2	CITY	100	105885		02/25/15	Cost	NE	Addition of Project 12/4/13; Change in FY from 2014 to 2015 11/19/14; Increase in total cost from \$500,002 to \$600,002 2/25/15; CON phase (FY 2020) programmed at \$29,781,300 (\$24,375,995 federal; \$5,030,710 state; \$374,595 local), Total Project Changed from \$600,002 to \$30,381,300 to reflect addition of CON phase, 4/29/15;	30,381
2015	Kalamazoo	MDOT	I-94	east of Portage Road to west of Sprinkle Road in the City of Kalamazoo, Kalamazoo County	1.20	Widen - major (capacity increase)	Road reconstruction and widening and reconstruction and widening of 2 railroad bridges and a large culvert	ROW		41	HPSL	8	M	1	CITY	50	105886		02/25/15	Cost	NE	Addition of Project 12/4/13; Change in FY from 2014 to 2015 11/19/14; Increase in total cost from \$500,002 to \$600,004 2/25/15; CON phase (FY 2020) programmed at \$31,082,200 (\$25,440,781 federal; \$5,278,843 state; \$362,576 local), Total Project cost change from \$600,004 to \$31,682,200 to reflect addition of CON phase, 4/29/15;	31,682
2015	Kalamazoo	MDOT	I-94	east of Portage Road to west of Sprinkle Road in the City of Kalamazoo, Kalamazoo County	1.20	Widen - major (capacity increase)	Road reconstruction and widening and reconstruction and widening of 2 railroad bridges and a large culvert	SUB		82	HPSL	16	M	2	CITY	100	105886		02/25/15	Cost	NE	Addition of Project 12/4/13; Change in FY from 2014 to 2015 11/19/14; Increase in total cost from \$500,002 to \$600,004 2/25/15; CON phase (FY 2020) programmed at \$31,082,200 (\$25,440,781 federal; \$5,278,843 state; \$362,576 local), Total Project cost change from \$600,004 to \$31,682,200 to reflect addition of CON phase, 4/29/15;	31,682
2015	Kalamazoo	MDOT	I-94 BL	east of Seneca to Michigan Avenue	2.76	Resurface	Resurface and repair roadway	ROW		16	NH	3	M	0	CITY	20	113129		11/19/14	Cost	E	Addition of project; Advance Construct Conversion in 2014 (\$8,185 NH Funds); Construct in 2016 6/29/11; Moved from FY 2013 11/28/12; Change in Primary Work Type from Reconstruct to Resurface 7/30/14; Limit change and addition of City share 9-24-14; correction in total project cost to \$2,781,271 and FY change from 2014 to 2015 11/19/14; Increase in RW costs, Decrease in Con and PE (FY2014) costs, 4/29/15	2,128
2016	Kalamazoo	KCRC	42nd St	Y Ave to W Ave	2.01	Reconstruct	Reconstruct	CON		738	STL			307	CNTY	1,045	120244		11/19/14	Cost	E	Kalamazoo County Road Commission; Additional funding from RTF, ST change from \$650,000 to \$712,805, Local Cost from \$280,000 to \$207,195 11/19/14; ST Change from \$712,805 to \$737,553, Local Match from \$207,195 to \$307,000 4/29/15;	1,045

## Kalamazoo Area Transportation Study FY 2014 - 2017 Transportation Improvement Program

6/26/2013 (4/29/2015)

Required Fields																							
Fiscal Year	County	Responsible Agency	Project Name	Limits	Length	Primary Work Type	Project Description	Phase	Advance Construct	Federal Cost (\$1000s)	Federal Fund Source	State Cost (\$1000s)	State Fund Source	Local Cost (\$1000s)	Local Fund Source	Total Phase Cost (\$1000s)	MDOT Job No.	Local ID No.	MPO/Rural Action Date	Amendment Type	Air Quality	Comments	Total Project Cost (\$1000s)
2016	Kalamazoo	MDOT	I-94 BL	East of Seneca Rd to Rambling Rd	2.76	Resurface	Resurface and repair roadway	CON									113129		11/19/14	Delete	E	Change in Primary Work Type from Reconstruct to Resurface, Change Fed cost from \$4526420 to \$1,841,625, Change State Cost from \$1,003,720 to \$408,375 7/30/14; Limit change, reduction in state share from \$408,375 and addition of City share 9/24/14; Correction in length of project to 2.762 11/19/14; Phase moved to Illustrative List, anticipated for FY 2018, deleted from funded TIP 4/29/15;	2,781
2016	Kalamazoo	MDOT	US-131	US-131 NB & SB over Amtrak & KL Avenue, 3.0 Miles north of I-94, Oshtemo Township, Kalamazoo County.	0.00	Bridge replacement	Deck Replacement	SUB		683	NH	152	M			835	122664		03/26/14	Year	E	Addition of Project 3/26/14; Admin change in total project cost from \$10,221,000 to \$10,181,000 on 10/28/14; Change to FY from 2015 to 2016 4/29/15;	10,181

## Proposed Changes to National Functional Classification (NCF) System

4/1/2015

### Change to Minor Arterial

Street	Limits	Length (miles)	Traffic Count (year)	Previous Classification	Comments	Jurisdiction
Douglas Avenue	Kalamazoo to Business 131	1.42	4500-8500 (2014)	Principal Arterial	significant residential and low traffic volume	City of Kalamazoo/Road Commission of Kalamazoo County

### Change to Major Collector

Street	Limits	Length (miles)	Traffic Count (year)	Previous Classification	Comments	Jurisdiction
Arboretum	Drake to Solon	1.244	3551 (2011)	Local	Limited access, connects 2 OPAs	City of Kalamazoo
Bronson	Whites to Crosstown	0.967	4775 (2014)	Minor Arterial	Primarily residential and low traffic volumes	City of Kalamzoo
Crosstown	Bronson to Howard	0.298	-	Minor Arterial	Low traffic volumes	City of Kalamzoo
Mills Street	Vine to Stockbridge		5662 (2013)	Minor Arterial	Primarily residential and low traffic volumes	City of Kalamzoo
Pitcher	Paterson to City Limit	0.471	2646 (2008)	Minor Arterial	Low traffic volumes (coord w/ KCRC)	City of Kalamzoo
Pitcher	City Limit to Mosel	0.547	1110 (2014)	Minor Arterial	Low traffic volumes (coord w/ KCRC)	City of Kalamzoo
Portage Road	Southtown to Michigan	0.432	3,273 (2013)	Principal Arterial	no longer functions as arterial	City of Kalamzoo
Stockbridge	Portage to Mills		6416 (2013)	Minor Arterial	Primarily residential and low traffic volumes	City of Kalamzoo
Walnut	Westnedge to Portage	0.709	5880(2005)	Local	Bronson has designated it a hospital route	City of Kalamzoo
South Westnedge Ave	Bacon to Osterhout	0.501	2708	Minor Arterial		City of Portage
P Ave	Urban Boundary to 28th St	2.25	7307	Minor Arterial		RC of Kalamazoo County

### Change to Minor Collector

Street	Limits	Length (miles)	Traffic Count (year)	Previous Classification	Comments	Jurisdiction
Broadway	Parkview to Winchell	0.57	-	Major Collector	Primarily residential and low traffic volumes	City of Kalamzoo
Bronson	Kilgore to Whites	1.424	-	Major Collector	Primarily residential and low traffic volumes	City of Kalamzoo
Denway	Duke to Westnedge	0.282	-	Major Collector	Primarily residential and low traffic volumes	City of Kalamzoo
Duke	Kilgore to Whites	1.053	1775 (2013)	Major Collector	Primarily residential and low traffic volumes	City of Kalamzoo
Emerald	Cork to Miller	0.503	-	Major Collector		City of Kalamzoo
Humphry	Gull to City Limit	0.446	2863 (2013)	Major Collector		City of Kalamzoo
Lakeway	Portage to Moreland	0.134	-	Major Collector	All residential - traffic light at Portage	City of Kalamzoo
Millcork	Cork to Miller	0.525	-	Major Collector		City of Kalamzoo
Moreland	Lakeway to Cork	0.455	-	Major Collector	Pimarily residential	City of Kalamzoo
Pitcher	Sheldon to Southtown	0.461	-	Major Collector		City of Kalamzoo
Porter	Ransom to Paterson	0.44	970 (2008)	Minor Arterial	Low traffic volumes	City of Kalamzoo
Sheldon	Vine to Pitcher	0.057	-	Major Collector		City of Kalamzoo
Vanrick	Covington to Sprinkle	0.408	-	Local	Designated ACT 51 major, Wings Stadium	City of Kalamzoo
Vine	Davis to Westnedge	0.294	-	Local	Designated ACT 51 major	City of Kalamzoo
Water	Westnedge to Kalamazoo	0.621	-	Local	Designated ACT 51 major	City of Kalamzoo
Bacon Ave	S. Westnege to Portage Rd.	1.06	1933-2332	Major Collector		City of Portage
38th St	MN Ave to Miller Dr.	2.22	582	Major Collector		RC of Kalamazoo County

# BYLAWS OF THE KALAMAZOO AREA TRANSPORTATION STUDY CITIZENS ADVISORY COMMITTEE

## Mission Statement

The Citizens Advisory Committee (CAC) of the Kalamazoo Area Transportation Study (KATS) provides citizens and organizations within ~~Kalamazoo County~~ ***the KATS Metropolitan Area Boundary*** the opportunity to explore and discuss transportation issues and to provide input to KATS related to the development of the ~~20-year~~ ***Metropolitan*** Transportation Plan, the Transportation Improvement Program, and other transportation projects and services.

## ARTICLE I. PURPOSE

- 1.1 The purpose of the Citizens Advisory Committee (hereby referred to as "CAC") of the Kalamazoo Area Transportation Study (hereby referred to as "KATS") is to:
  - a. enhance public awareness of KATS and promote public input from stakeholders concerning area transportation planning ~~for Kalamazoo County~~ ***within the Metropolitan Area Boundary (MAB)***;
  - b. solicit and provide input on transportation plans, programs, and other issues being considered by the KATS Policy Committee and the KATS Technical Committee; and
  - c. identify transportation challenges from the perspective of the general public and ~~propose solutions~~ ***offer recommendations*** to the KATS Policy Committee and to the KATS Technical Committee.

## ARTICLE II. MEMBERSHIP

- 2.1 The widest public involvement is desired. Participation shall be open to representation from citizen-based organizations, special interest groups, at large citizens, and other stakeholders associated with transportation ~~in Kalamazoo County~~ ***within the Metropolitan Area Boundary (MAB)***. ***The committee shall consist of at least seven (7) members.***
- 2.2 ***The CAC shall accept and appoint members on a biennial basis, or when needed to maintain full membership.***
- 2.3 ***Members shall be appointed for a two year term, with the ability to ~~renew~~ reapply for an additional two year term. ~~After two terms, the member may reapply for appointment.~~***

### ARTICLE III. OFFICERS

- 3.1 CAC members shall designate a Chair to serve a one-year term, *with the ability to be reappointed ~~renew~~ for an additional one-year term.* The Chair shall preside over full CAC meetings, shall designate leaders and members of standing committees, shall transmit or designate communications between the CAC and the KATS Policy Committee. The CAC Chair or his/her designee shall serve on the KATS Policy and Technical Committees as a non-voting liaison to promote communication between the groups.
- 3.2 CAC members shall designate a Vice-Chair to serve a one-year term, *with the ability to ~~renew~~ be reappointed for an additional one-year term.* The Vice-Chair shall fulfill the duties of the Chair in the absence of the Chair.
- 3.3 ~~CAC members shall designate a Secretary to attend all full CAC meetings and keep a public record of the actions of each meeting.~~ KATS staff will *act as the CAC Secretary* ***and*** provide required meeting notices and maintain a list of members and other interested persons.
- 3.4 Vacancies in offices shall be filled by the CAC for the remainder of the unexpired term.
- 3.5 The officers shall be designated annually at the first meeting of the members to be held after December 1.
- ~~3.6 Vacancies in offices shall be filled by the CAC for the remainder of the unexpired term.~~

### ARTICLE IV. SUBCOMMITTEES

- 4.1 The CAC may form both standing and temporary subcommittees. Subcommittees shall serve until dissolved by the CAC.
- 4.2 The Subcommittee members and Subcommittee chair shall be appointed by the CAC Chair.
- 4.3 The subcommittee may elect to solicit specific expertise from a non-CAC member.
- 4.4 The Subcommittee chair shall submit written reports of the subcommittee meetings to the CAC.

### ARTICLE V. MEETINGS

- 5.1 All meetings shall be open to the general public and shall allow for a public comment period. Citizen comments made at full CAC meetings will be included in the official record. ***The Chair reserves the right to limit public comment to four (4) minutes per person.***

~~Strikethrough- Deletions~~

***Bold Italic- New additions***

5.2 ***CAC meetings shall follow the guidelines set forth in the KATS Public Participation Plan.***

At a minimum, the CAC meeting agendas shall include:

- a) Call to order
- b) Introductions
- c) Changes/additions to the agenda
- d) Approval of the minutes of the previous meeting
- e) New business
- f) Old business
- g) Informational items
- h) Public comment (***on non-agenda items***)
- I) Adjournment

5.3 ~~The CAC shall strive to develop consensus decisions following open discussions. The Chair will transmit the CAC's recommendations, including dissenting opinions, to the KATS Policy Committee and KATS Technical Committee.~~

5.4 In order to insure that a certain level of understanding of the issues is available to those ~~citizens~~ ***members*** voting, ~~citizens or other~~ members who have attended three of the last ~~five~~ ***four*** regular meetings of the CAC shall have voting privileges. Attendance records shall be kept to determine voting privileges. A simple majority of those attending and eligible to vote would constitute a ~~majority~~ ***quorum***.

5.5 Meetings of the CAC shall be held at least ~~monthly through October 2005 and at least quarterly thereafter.~~ ***Additional meetings may be called at request of the Chair or KATS staff.***

5.6 Robert's Rules of Order shall govern the conduct of all meetings.

~~5.7 Notice of meetings shall be transmitted electronically or in writing to all members not less than five (5) working days before the date of the meeting. Such notice must include time, place, purpose, and proposed agenda of the meeting. Agenda and meeting records will be posted on the KATS website and in the KATS office at 3801 East Kilgore Road in Kalamazoo. Such notice may be made through a newsletter transmitted electronically or mailed to all members. Harcopies of meeting notices shall also be distributed to local government offices for posting.~~

## **ARTICLE VI. AMENDMENTS**

6.1 Any member may propose amendments to these bylaws. The proposed change shall be filed with ~~the Secretary~~ ***KATS Staff***.

6.2 The CAC shall review the proposed changes within the next two meeting. The proposed change shall be sent to all members for consideration by the next meeting, as part of the notice required in ~~Section 6.8~~ ***the KATS Public Participation Plan.***

6.3 The KATS Policy Committee shall approve the Bylaws of the CAC and any changes ***made to the CAC bylaws.***



Draft- 1/13/15; Draft 3/12/2015; Approved by KATS Citizen Advisory Committee on March 19, 2015  
Approved by KATS Policy Committee on (Date)

~~Strikethrough~~- Deletions

***Bold Italic***- New additions

Date of adoption by the Citizens Advisory Committee: ~~October 28, 2004~~

Date of adoption by the KATS Policy Committee: ~~February 23, 2005~~