

**Kalamazoo Area Transportation Study Citizen Advisory Committee  
Draft Minutes of the August 20, 2015 Meeting**

**CALL TO ORDER**

The August meeting of the Kalamazoo Area Transportation Citizen Advisory Committee was called to order at 4:00 p.m. by Chair McGowen.

**INTRODUCTIONS**

Introductions were made by all present. Meeting attendance was recorded by KATS Staff.

**Members Present**

Kay Chase, Michele McGowen: Chair, Richard Ives: Vice-Chair, Jun-Seok Oh, Paul Selden

**Members Absent**

Linda MacDonald, Deborah Wild

**Others Present**

Monica Zehner, Jon Start

**CHANGES OR ADDITIONS TO THE AGENDA**

No changes to the agenda were requested.

**APPROVAL OF THE AGENDA**

Motion by Selden, Second by Ives, ***"to approve the agenda for the August 20, 2015 Citizen Advisory Committee meeting."*** Motion approved.

**APPROVAL OF THE MINUTES FROM THE MAY 21, 2015 MEETING**

Motion by Ives, Second by Selden, ***"to approve the minutes from the May 21, 2015 Citizen Advisory Committee Meeting."*** Motion approved.

**CITIZEN'S COMMENTS**

There were no citizen comments.

**OLD BUSINESS**

**Bylaws**

Copies of the Draft Citizen Advisory Committee Bylaws as of June 8, 2015, were included in the meeting materials. Comments received from Managing Director Joanna Johnson of the Road Commission of Kalamazoo County and Linda Teeter of the Kalamazoo Transit Authority Board were also included in the meeting materials. Terry Urban of the City of Portage and Larry Nielsen of the Village of Paw Paw also provided comments and support regarding Teeters observations.

Discussion on took place on the comment received from Johnson regarding having the term "stakeholders" defined. Section 2.1. of the draft reads, ***"The widest possible involvement is desired. Membership shall be open to stakeholders associated with transportation within the Metropolitan Area Boundary (MAB)."*** McGowen opined that Policy Members seemed focused on the word stakeholder and suggested that the last sentence be changed to read, ***"Membership shall be open to all persons who express an interest in transportation issues within the Metropolitan Area Boundary (MAB)."***

Ms. Teeter inquired as to why the level of membership had been reduced to five (5) and Ms. Johnson had submitted input regarding the advisability of having a set number of members. Members decided to make no changes to this section and defer to the outcome of possible Policy Committee action regarding the number of members.

Ms. Johnson submitted comments as to 3.4 contradicting statement 2.3. Section 2.3 reads, "The CAC KATS Policy Committee shall accept applications and appoint members to the CAC on a biennial basis, or when needed to maintain full membership." And section 3.4 reads, "Vacancies in offices shall be filled by the CAC for the remainder of the unexpired term."

The following items regarding vacancies was discussed:

- The opinion that it would be desirable for members of the CAC to fill vacancies
- Whether or not there was an actual contradiction
- How strongly KATS Policy Committee members might feel regarding filling vacancies and vetting Citizen Advisory Committee Members
- That some local units of government did vet citizen committees since these Citizens represent the governmental agency and that the same could be said of the KATS Citizen Advisory Committee members

It was noted that the phrase "**or when needed to maintain full membership**" did in fact put the two sections in conflict with one another.

Motion by Selden, Second by Ives, "**to strike section 3.4 from the bylaws.**" Motion Approved.

McGowen noted that Ms. Teeter had expressed concerns at the July Policy Committee Meeting that the inclusion of, "**The Chair reserves the right to limit public comment to four (4) minutes per person**" could be misconstrued to imply that the Chair might not be impartial or allowed to show favoritism to individuals during public comment. It was opined this was a matter for governing the order of the meeting and not an item for inclusion in the actual Bylaws.

Motion by Selden, Second by Ives, "**to strike 'The Chair reserves the right to limit public comment to four (4) minutes per person' under Section 5.1.**" Motion approved.

Members requested that the draft bylaws be included as an action item on the KATS Policy Committee agenda for September and that should additional changes be suggested, the Policy Committee take action on the recommended changes to complete the work on the Citizen Advisory Committee Bylaws.

Motion by Selden, Second by Chase, "**to thank the Policy Committee members who provided input and feedback on the Citizen Advisory Board Draft Bylaws.**" Motion approved. Chair McGowen noted this would be part of her Citizen Advisory Committee Report to Policy Committee members.

### **2045 Metropolitan Transportation Plan Updates**

An update on the status of the 2045 Metropolitan Transportation Plan was included in the meeting materials.

Start reported the following additional information:

When developing the MTP, for the first five years to eight years specific projects will be identified. In years that extend further out, the projects will be more general in nature since it would not be feasible to predict actual needs and conditions that far into the future.

KATS is currently in conformity with current air quality standards. However, the Environmental Protection Agency is currently reviewing these standards. Areas that do not meet air quality standards are known as "nonattainment areas." During the life of the 2045 Metropolitan Transportation Plan, should KATS become a nonattainment area, federally funded capacity changing transportation projects cannot be included in the Transportation Improvement Program unless they are identified in the Metropolitan Transportation Plan.

Selden opined that should a project slow down motorized traffic, the reduced speed of traffic would increase emissions. Start noted there were several emissions measured for air quality conformance.

He noted that while one emission did increase with stop and go traffic, another emission increased with higher speeds of traffic.

Chair McGowen inquired if bike sharing projects might be considered for Congestion Mitigation Air Quality (CMAQ) projects. Start noted that CMAQ projects must quantify the impact in emissions and show a reduction in emissions to qualify. Members discussed the viability of bike sharing in Kalamazoo and the factors that might affect the viability. Oh noted the WMU Transportation Research Center for Livable Communities is currently researching bike sharing systems.

The City of Kalamazoo has a target date of June 2016 for their Non-motorized Plan. Since the 2045 Metropolitan Transportation Plan must be drafted by February, KATS will have to base the comprehensive Non-motorized Plan on the city's previous Non-motorized Plan.

The consultant has delivered the Travel Demand Model which includes a module for Non-motorized Planning.

## **NEW BUSINESS**

### **Bike Friendly Kalamazoo (BFK) Commuter Bike Route**

Copies of the Commuter Bike Route Progress Update were distributed at the meeting.

Selden reported on the background of the BFK proposed Commuter Bike Route project which was organized by Bike Friendly Kalamazoo, and supported by many volunteers and the staff members of local units of government and governmental agencies. This would be a wayfinding tool for those interested in commuting by bike. He reported that files for the proposed routes had been submitted to KATS for mapping. He emphasized that local jurisdictions and road agencies would be the decision makers regarding the proposed commuter bike routes. Selden stated commuter routes were more cost effective than the construction and maintenance of dedicated lanes and multi-use paths.

Oh inquired as to the next steps. Selden noted he believed that following the mapping, proposed routes would be reviewed to eliminate redundancies and then routes would be prioritized.

## **CITIZEN COMMENTS**

No citizen comments were made.

## **MEMBER COMMENTS**

Oh reported on current projects for the WMU Transportation Research Center for Livable Communities (TRCLC). He highlighted the development of tools to support bicycle and pedestrian safety. He also noted the TRCLC was researching the development of datasets for cyclists due to the high costs associated with obtaining data. Following the development of the datasets, these could be utilized in the development of an app. Chair McGowen inquired if more information on projects was available at the TRCLC website. Oh indicated research projects were on the website but that it had not been updated for the second stage.

Chase reported she had just returned from the 2015 Michigan Rail Conference. Joe Szabo, Executive Director of the Chicago Metropolitan Agency for Planning was Keynote Speaker.

Ives noted Kalamazoo Valley Community College had no transportation related news.

Selden reported that the next focus for Bike Friendly Kalamazoo would be on education and awareness building pertaining to road safety and the "Share the Road" initiative.

Chair McGowen reported the millage passed to fund increased hours of service, provide Sunday service and increased route frequency on some routes within the Central County Transportation Authority (CCTA) boundaries. Kalamazoo Township has begun to plan for implementation of the township Non-motorized Plan.

**ADJOURNMENT**

There being no other business, Chair McGowen adjourned the meeting at 5:29 p.m.