



The Metropolitan Planning Organization for the Greater Kalamazoo Area

5220 Lovers Lane, Suite 110
Portage, MI 49002
269-343-0766
info@KATSmpo.org

To: Policy Committee Members
From: Jonathan R. Start, Executive Director
Date: December 14, 2016
Subject: POLICY COMMITTEE MEETING
DECEMBER 21, 2016 – 9:00 A.M.
KALAMAZOO METRO TRANSIT
530 NORTH ROSE STREET

The Kalamazoo Area Transportation Study Policy Committee will be meeting on Wednesday, December 21, 2016 at 9:00 a.m. at Kalamazoo Metro Transit, 530 N. Rose Street. The following items are included in the meeting packet:

- F: Agenda for the Meeting
- G: Informational Memorandum for the December 21, 2016 Meeting
- H: Treasurer's Report
- I: Public Transportation Monthly Report
- J: Regional Prosperity Initiative Report
- K: Southcentral Michigan Planning Council Report
- L: Draft Minutes from the November 30, 2016 Meeting
- M: Proposed 2017 Policy Committee Meeting Calendar
- N: Proposed 2017 Technical Committee Calendar

KALAMAZOO AREA TRANSPORTATION STUDY POLICY COMMITTEE MEETING
December 21, 2016 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
Any item listed under the Consent Agenda may be moved to the Regular Agenda upon request of any member of the public, any Policy Committee Member, or any staff member.
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) **(ACTION)**
 - a. ACCEPTANCE OF THE TREASURER'S REPORT
 - b. ACCEPTANCE OF THE PUBLIC TRANSPORTATION MONTHLY REPORT
 - c. ACCEPTANCE OF THE REGIONAL PROSPERITY INITIATIVE REPORT
 - d. ACCEPTANCE OF THE SOUTHCENTRAL MICHIGAN PLANNING COUNCIL REPORT
 - e. APPROVAL OF THE MINUTES FROM THE NOVEMBER 30, 2016 MEETING
8. DISCUSSION OF FEDERAL TRANSPORTATION FUNDING AND METROPOLITAN PLANNING ORGANIZATIONS – ERIC MULLIN FROM MDOT
9. PEDESTRIAN, GREENWAY, AND TRANSIT STUDY UPDATE
10. ADOPTION OF MEETING CALENDARS FOR 2017 (Enclosures) **(ACTION)**
11. ELECTION OF 2017 POLICY COMMITTEE OFFICERS **(ACTION)**
12. PUBLIC TRANSPORTATION UPDATES
13. EXECUTIVE DIRECTOR'S REPORT
14. NEW BUSINESS
15. CITIZEN COMMENTS
16. MEMBER COMMENTS
17. ADJOURNMENT

Next Meeting: Wednesday, January 25, 2017 - 9:00 a.m.



TO: Kalamazoo Area Transportation Study Policy Committee
FROM: Jonathan R. Start, Executive Director
DATE: December 14, 2016
SUBJECT: Information on the Policy Committee Agenda for December 21, 2016 Meeting

Here is information on Policy Committee agenda items.

8. Discussion of Federal Transportation Funding and Metropolitan Planning Organizations

Eric Mullin from the Michigan Department of Transportation will talk to the members on federal transportation funding and how metropolitan planning organizations are involved from programming projects for funding through to the completion of the projects. He will cover the differences between allocations, appropriations, obligation authority, and others and how they affect member agencies and KATS.

Eric is well versed in these topics and can explain in terms that are generally understood.

9. Update on the Pedestrian, Greenway, and Transit Study

Staff will update the Policy Committee on the progress made to date on this study. Data gathering is essentially complete. A website for the study is being established for public communication and project status. Next steps will be briefly discussed.

10. Adoption of Meeting Calendars (Enclosures) (ACTION)

The proposed meeting schedules for the Policy Committee and the Technical Committee are enclosed for your review. The meeting dates and times are consistent with past practices. Staff requests that these dates be reviewed and discussed. Staff is requesting that if acceptable, the meeting schedules be adopted as modified during the discussion.

11. Election of 2017 KATS Policy Committee Officers

A recommended slate of officers proposed by the nominating committee will be discussed at the Policy Committee. Additional nominations will be accepted for consideration. The Policy Committee will be asked to elect their officers for 2017.

12. Public Transportation Updates

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

13. Executive Director's Report

21st Century Infrastructure Commission Report

The Governor's 21st Century Infrastructure Commission was established to take a comprehensive look at the infrastructure in the State of Michigan and make recommendations on preserving and improving it over the next several decades. The infrastructure studied included streets, bridges, water and sanitary

sewer systems, the power system, waterways, and broadband infrastructures. There are several recommendations on steps going forward as well as cost estimates.

While the findings that the infrastructure is in need of preservation and improvement is not new, including less mentioned systems in the discussion is good. One recommendation is to learn from the Transportation Asset Management Council (TAMC) in moving forward. The transportation Asset Management Council has representatives from MDOT, the County Road Association, the Michigan Municipal League, the Michigan Township Association, the Michigan Association of Counties, the Michigan Regional Planning Organizations, and the Michigan Metropolitan Planning Organizations in addition to MOT staff support. This council has been effective in getting participation and buy in from the majority of the partners in road and bridge planning and operation/maintenance in Michigan. The TAMC is looking to improve data gathering and promoting better decisions in the preservation of the system with resources available. Managing Director Johnson is the current Chair of the TAMC, and the Executive Director of KATS is a member.

The full report is lengthy and can be found at the link below. One recommendation is to set up a pilot in a region of Michigan to see how recommendations contained in the report can be implemented.

<http://www.miinfrastructurecommission.com/document/report>

KALAMAZOO AREA TRANSPORTATION STUDY

TREASURER'S REPORT

Policy Committee Meeting December 21st 2016

Beginning Balance as of November 1 st 2016	\$170,040.32
There were 12 checks cashed totaling	\$(15,382.70)
There were 08 withdraws/debits totaling	\$(22,092.29)
There were 02 deposit(s) / credits	\$2,590.00
Ending Balance as of November 30 th , 2016	\$135,155.33

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



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To: Policy Committee
From: Jonathan R. Start, Executive Director
Date: December 12, 2016
Subject: Public Transportation Monthly Report

The Central County Transportation Authority has named Ann Nieuwenhuis to be their representative on the KATS Policy Committee.

The Michigan Department of Transportation Office of Passenger Transportation Manager is waiting for the agreement between the Central County Transportation Authority and Van Buren County Transit before processing the Central County Transportation Authority as the designated recipient for Federal Transit Administration urban funds. The KATS Policy Committee passed a resolution in May with that designation. The Executive Director has been told that the Federal Transit Administration's Regional Office has decided not to wait further on their lawyers for the draft review before it is sent to Van Buren Transit. They will be working with Mr. McBride directly which should move this agreement forward.



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To: Policy Committee
From: Jonathan Start, Executive Director
Date: December 12, 2016
Subject: Regional Prosperity Initiative Report

The Regional Prosperity Initiative Committee continues to meet. The November meeting focused on discussion and approval of the 2017 grant application for continued Tier One status. The focus of efforts will be to continue building on projects under way and achieving the priorities and goals of the 5 year plan. The subcommittees by area will be reinvigorated to review priorities and evaluate proposals.

The committee continues to meet on the first Thursday of the month at various locations.



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TO: Southcentral Michigan Planning Council Board
FROM: Jonathan Start, KATS Executive Director
DATE: December 12, 2016
SUBJECT: Southcentral Michigan Planning Council Report

During the month of November, 2016, KATS staff worked on the Michigan Department of Transportation Planning Activities for the Southcentral Michigan Planning Council. Work was concentrated in the following activities:

- Worked on creating 2016 Road Condition Reports for Barry, Branch, Calhoun and St. Joseph Counties
- Worked with Branch County Road Commission (BCRC) and Roadsoft staff on changing pavement subtypes for some BCRC sealcoat roads in Roadsoft
- Worked with St. Joseph County Road Commission to upload approved 2016 non-federal aid (local) road ratings to the Transportation Asset Management Council
- Attended the 2016 Roadsoft Users Conference
- Updated KATS Rural Task Force files and databases in preparation for holding a Region 3 meeting. Final updates are being made in December and the meeting will be scheduled now that revised target funding amounts from MDOT were received on November 30. The purpose of the meeting will be to adjust the 2017 program to be constrained to the revised target.

**KATS Policy Committee
Draft Minutes of the November 30, 2016 Meeting**

CALL TO ORDER

The November meeting of the KATS Policy Committee was called to order by Chair Ulsh at 9:00 a.m. at Kalamazoo Metro Transit.

INTRODUCTIONS

Introductions were made by all present.

ROLL CALL

Meeting attendance was recorded on the sign-in sheet.

Members Present

David Anderson	City of Kalamazoo
Brenda DeRuyscher	Village of Mattawan
Marsha Drouin	Richland Township
Paul Dykstra, Vice-chair	Ross Township
John Gisler	Kalamazoo County Board of Commissioners
Michael Grabbe	Village of Lawton
Robert Heasley	City of Parchment
Jeff Heppler	Village of Augusta
Libby Heiny-Cogswell	Oshtemo Township
John Hinkle	Texas Township
Joanna Johnson	Road Commission of Kalamazoo County
Greg Kinney	Van Buren County Road Commission
John Lanum	Michigan Department of Transportation Lansing
Michele McGowen	KATS Citizen Advisory Committee
Larry Nielsen	Village of Paw Paw
Randy L. Thompson	Comstock Township
Pete Pfeiffer	Michigan Department of Transportation Kalamazoo TSC
Ron Reid	Kalamazoo Township
Greg Rosine	Western Michigan University
Jeff Sorensen, Treasurer	Cooper Township
Ronald Smith	Village of Vicksburg
Thomas L. Swiat, Jr.	Prairie Ronde Township
Linda Teeter	Kalamazoo County Transportation Authority
Don Ulsh, Chairperson	Schoolcraft Township

Members Absent

John Clement	Van Buren Transit
Jeremiah Cook	Village of Richland
Keith Gunnett	Village of Schoolcraft
Carl Newton	City of Galesburg
Randy Smith	Brady Township
Greg Thomas	Pavilion Township
Terry Urban	City of Portage
Vacant	Central County Transportation Authority
Vacant	Van Buren County

Others Present

Mara Gericke, Scott Hess, Fred Nagler, Linda MacDonald, Paul Selden, Jon Start, Steve Stepek, Jack Urban, Mark Worden, Monica Zehner

CHANGES OR ADDITIONS TO THE AGENDA-NONE

APPROVAL OF THE AGENDA

MOTION by Sorensen, SECOND by DYKSTRA, *“to approve the agenda for the November 30, 2016 Meeting of the KATS Policy Committee.”* MOTION APPROVED.

CITIZEN COMMENTS

Selden, Bike Friendly Kalamazoo, thanked members of the Policy Committee for their work on the Non-motorized Element of the 2045 Metropolitan Transportation Plan. A meeting will be held on December 8 at Oshtemo Township Hall from 2-3:00 p.m. to review a draft plan for the implementation of Map 7 Proposed Commuter Bike Routes of the 2025 Metropolitan Transportation Plan. All were encouraged to attend and give feedback.

CONSENT AGENDA

Information on items included on the consent agenda was included in the meeting materials.

MOTION by Johnson, SECOND by Drouin, *“to accept and approve the items on the consent agenda as listed.”* MOTION APPROVED.

AMENDMENTS TO THE FY 2017-2020 TRANSPORTATION IMPROVEMENT PROGRAM

Information on the proposed amendments to the FY 2017-2020 Transportation Improvement Program (TIP) was included in the meeting materials.

FY	County	Agency	Project Name	Project Description	Federal Cost \$1000s	Federal Fund Source	State Cost \$1000s	Local Cost \$1000s	Total Phase Cost \$1000s	MDOT Job No.	MPO/Rural Action Date
2017	Kalamazoo	MDOT	Trunkline Bridge Preservation GPA	Trunkline Bridge Preservation GPA	327	NH	36		363		11/30/16
Limits: Regionwide; Length: ; Primary Work Type: GPA ; Phase: CON; Amendment Type: Add; Air Quality: E; Comments: Addition of new Trunkline Bridge Preservation GPA											
2017	Van Buren	Public Transit	Vehicle Replacement	Replace vehicles	35	STUL	7	50	92		11/30/16
Limits: Systemwide; Length: ; Primary Work Type: Transit vehicle additions/replacements; Phase: T-Cap; Amendment Type: Add; Air Quality: E; Comments: Small Urban Program											
2017	Kalamazoo	MDOT	Local Traffic Operations and Safety GPA	Local Traffic Operations and Safety GPA	203	STRH	23		225		11/30/16
Limits: Regionwide; Length: ; Primary Work Type: GPA ; Phase: CON; Amendment Type: Add; Air Quality: E; Comments: Addition of new Local Traffic and Operations GPA											
2018	Van Buren	Village of Lawton	72nd Ave	Resurface	135	STUL		34	169		11/30/16
Limits: M40 to Nursery St; Length: 0.6; Primary Work Type: Resurface; Phase: CON; Amendment Type: Add; Air Quality: E; Comments: Small Urban Program											
2018	Van Buren	Van Buren County Road Commission	CR 665	Resurface	188	STUL		47	235		11/30/16
Limits: M40 to 60th Ave; Length: 0.5; Primary Work Type: Resurface; Phase: CON; Amendment Type: Add; Air Quality: E; Comments: Small Urban Program											
2018	Van Buren	Van Buren County Road Commission	CR 653	Road preventative maintenance	52	STUL		13	66		11/30/16
Limits: Red Arrow Highway to 42nd Ave; Length: 4.05; Primary Work Type: Restore & rehabilitate; Phase: CON; Amendment Type: Add; Air Quality: E; Comments: Small Urban Program											

FY	County	Agency	Project Name	Project Description	Federal Cost \$1000s	Federal Fund Source	State Cost \$1000s	Local Cost \$1000s	Total Phase Cost \$1000s	MDOT Job No.	MPO/Rural Action Date
2018	Kalamazoo	Kalamazoo	Howard St. Pedestrian Upgrades	Intersection safety improvements and pathway from Stadium to W. Michigan Ave on Howard	253	TAU		240	493		11/30/16
Limits: Stadium Dr. to W. Michigan Avenue; Length: ; Primary Work Type: Roadside facility; Phase: CON; Amendment Type: Add; Air Quality: E; Comments: Local TAP Allocation approved during 17-20 TIP Development											
2019	Kalamazoo	Vicksburg	Vicksburg Tail- Phase I North	New Non-motorized path to connect the Village of Vicksburg to the S. City limits of Portage	253	TAU		1,647	1,900		11/30/16
Limits: City of Portage Line to Highway Street; Length: ; Primary Work Type: Roadside facility; Phase: CON; Amendment Type: Add; Air Quality: E; Comments: Local TAP Allocation approved during 17-20 TIP Development											
2020	Van Buren	Public Transit	Vehicle Replacement	Replace vehicles	72	STUL	20		92		11/30/16
Limits: Systemwide; Length: ; Primary Work Type: Transit vehicle additions/replacements; Phase: T-Cap; Amendment Type: Add; Air Quality: E; Comments: Small Urban Program											
2020	Van Buren	Van Buren County Road Commission	CR 653	Resurface, Restore and Rehabilitate	303	STUL		207	510		11/30/16
Limits: Red Arrow Highway to I-94; Length: 0.5; Primary Work Type: Restore & rehabilitate; Phase: CON; Amendment Type: Add; Air Quality: E; Comments: Small Urban Program											
2020	Kalamazoo	RCKC	Stadium Drive Sidewalk	New Sidewalk	253	TAU		130	383		11/30/16
Limits: 11th Street to Quail Run Drive; Length: ; Primary Work Type: Roadside facility; Phase: CON; Amendment Type: Add; Air Quality: E; Comments: Local TAP Allocation approved during 17-20 TIP Development											
2017	Kalamazoo	MDOT	I-94 BL	Install traffic signal			97	174	271	131073	11/30/16
Limits: At Harrison St.; Length: ; Primary Work Type: Traffic ops/safety; Phase: CON; Amendment Type: Add; Air Quality: E; Comments: Addition of local project											
2017	Van Buren	Lawton	Nursery Street	Crush and shape, HMA paving, paved shoulders	340	STUL		180	520	126387	11/30/16
Limits: 2nd Street to 72nd Avenue; Length: 0.81; Primary Work Type: Restore & rehabilitate; Phase: CON; Amendment Type: Cost; Air Quality: E; Comments: Addition of project, awarded Small Urban Funding. Administrative change in FY from 2016 to 2017 and federal cost from \$375,000 to \$340,000, 9/24/14; Change in local cost from \$121,000 to \$171, 139 to reflect updated project application, 11/30/16;											
2017	Various	MDOT	Trunkline Highway Preservation GPA	Trunkline Highway Preservation GPA	0		612		612		11/30/16
Limits: Regionwide; Length: ; Primary Work Type: GPA ; Phase: ; Amendment Type: Cost; Air Quality: E; Comments: Addition of GPA line item 11/18/15, Includes JN 128736; Increase GPA amount 5/25/16; Remove federal funding to GPA, increase State funding from \$24,929 to \$612,000, 11/30/16											
2017	Kalamazoo	Kalamazoo	Burdick St	Signal interconnect/Modernization	434	CMG		114	548	119218	11/30/16
Limits: Burdick Street from Alcott St to Lovell St, South Street at Kalamazoo Mall, Rose Street from Walnut St to Water St; Length: 1.47; Primary Work Type: Traffic ops/safety; Phase: CON; Amendment Type: Cost; Air Quality: E; Comments: City of Kalamazoo; Increase Federal Cost from \$381,037; Decrease Local Cost from \$105,080; Increase Total Phase Cost from \$486,117; Increase Total Project Cost from \$486,117 (Administrative Adjustment) 01/22/14, Change from CM to CMG funding code to reflect 100% eligibility, admin change 10/25/16; Adjust Scope and City funding, 11/30/16;											
2017	Van Buren	Mattawan	McGillan St	Add a right turn lane on Main St. (north bound) a right turn lane on McGillan (west bound) and a 1000 ft. left turn lane on McGillan	143	CMG		36	179	121142	11/30/16
Limits: At Main Street; Length: 0; Primary Work Type: Reconstruct; Phase: CON; Amendment Type: Delete; Air Quality: E; Comments: Addition of Project 3/26/14; Deletion of project per Van Buren CMAQ Committee 11/30/2016											
2017	Kalamazoo	Kalamazoo	Drake Rd	Signal interconnect/Modernization	496	CMG		144	640	119221	11/30/16
Limits: West Main St to Grand Prairie Rd; Length: 1; Primary Work Type: Traffic ops/safety; Phase: CON; Amendment Type: Cost; Air Quality: E; Comments: Adjust Local Cost, change in limits from Croyden Ave to Grand Prairie Rd to West Main St. to Grand Prairie Rd, 11/30/16											

Start reported that the FY 2017-2020 Transportation Improvement Program has been approved by the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA). This will be the first time the FY 2017-2020 TIP has been amended. The majority of projects are to add the Paw Paw/Lawton Small Urban Program projects. The proposed amendments have been reviewed by the Technical Committee and both the Technical Committee and KATS Staff recommend Policy Committee approval of the proposed amendments.

MOTION by Nielsen, SECOND by Heiny-Cogswell, **“to approve the proposed amendments to the Fiscal Year 2017-2020 Transportation Improvement Program.”** MOTION APPROVED.

REGIONAL PROSPERITY INITIATIVE RESOLUTION OF SUPPORT

The Resolution of Support for the Regional Prosperity Initiative (RPI) grant application was included in the meeting materials.

Start reported that the Southcentral Michigan Planning Council and the Southwest Michigan Planning Commission are submitting an application for RPI funding. In past, a Resolution of Support has been submitted with the application.

MOTION by Sorensen, SECOND by Reid, *“to adopt a Resolution of Support the Regional Prosperity Initiative application for grant funding and to authorize the Chair to sign on KATS behalf.”* MOTION APPROVED.

PUBLIC PARTICIPATION PLAN UPDATES VOLUNTEERS FOR A WORKING GROUP

Start reported that as part of its FY 2017 work effort and to address Transportation Management Area Certification recommendations the KATS Public Participation Plan would be reviewed and updated. To assist with the revisions and updates, a work group is being formed. Start reported that the work group would consist of volunteers from both the Policy Committee and Technical Committee. Stepek noted that the KATS Citizen Advisory Committee would also be consulted with during the update process. Nielsen volunteered.

NOMINATING COMMITTEE FOR 2017 OFFICERS

Start reported that elections for Policy Committee officers are held in December. Members asked were to form a nominating committee to identify potential officers for the election. Teeter, Reid, and Sorensen volunteered.

KATS CERTIFICATION LETTER UPDATE

Start reported that KATS has received the final letter from the Federal Highway Administration (FHWA) and the Federal Transit Administration (FTA) regarding the Transportation Management Area Certification. Most recommendations pertained to improvements to the Public Participation Plan, Environmental Justice areas and public outreach efforts. Recommendations will be implemented in future work products. KATS received one corrective action for revisions to the 2045 Metropolitan Transportation Plan for additional information, maps and visuals for four planning factors. The draft chapters are to be completed by January and final approval is targeted for June.

PUBLIC TRANSPORTATION UPDATES

Teeter reported that the transition of public transportation fixed route service transitioned to the Central County Transportation Authority (CCTA) on October 1. The transition went smoothly. Work is being done to update Kalamazoo Metro labor contracts. Teeter reported that the CCTA will be appointing a new member to KATS Policy Committee as a result of the transition. She noted that although KATS had approved the CCTA as the federal grant designated recipient, the CCTA is still waiting on FTA approval. McBride has reported that to date this has not affected funding. He will report if this becomes an issue.

As of September, late night service and Sunday service began on the fixed route system. Sunday service began for Metro County Connect in February. The increase in ridership has been more than anticipated. Teeter noted that the CCTA is willing to do an orientation regarding transit for new members and elected officials.

Anderson asked how the City of Kalamazoo should direct citizens with stop or schedule concerns now that the system was now operating under the CCTA. Teeter noted that citizens with concerns can present these concerns to the CCTA at the monthly meetings held on the second Monday of the month at 11:30 a.m. at Kalamazoo Metro.

EXECUTIVE DIRECTOR'S REPORT

Notice of Proposed Rulemaking Metropolitan Planning Organization Coordination and Planning Area Reform Update

Start reported that the comment period had been extended for the Notice of Proposed Rulemaking Metropolitan Planning Organization Coordination and Planning Area Reform Update for Metropolitan Planning Organizations

whose planning areas overlap. The comment period specifically called for comments on the cost of implementation and suggestions pertaining to the size of boundary overlap.

2018 Contributed Services

Start reported on 2018 Contributed Services. Start reported that the FY 2018 Contributed Service Agreements would be mailed to members this month. The contributed service agreement and payment of KATS member dues are a requirement for membership on KATS Policy Committee. Start reported that as a requirement for funding, KATS members are required to provide local match for FHWA Consolidated Planning Funds. Contributed services for time reported by local agencies on eligible work effort is how KATS meets its local match. For townships and villages, this effort is reported by local consultants.

KATS staff spent approximately 400 hours meeting with local agencies, identifying eligible activities, making changes to the Work Program, reviewing effort reported and tracking contributed services. He noted that this does not include the staff hours put into tracking time by local agency employees. KATS is the only MPO in Michigan which relies solely on contributed service effort. In FY 2017, MDOT Finance will be making changes for additional reporting requirements. Staff time is expected to increase as a result of these new requirements.

Lanum stated that Saginaw is the only other MPO to use contributed services as match to its program. Saginaw does not rely exclusively on contributed services. He reported that additional MDOT staff time is also required when an MPO uses contributed services.

Johnson expressed appreciation for the opportunity to use contributed service effort for the local match requirement. She noted that she had thought reporting had improved this year and asked if there was any way to automate the process. Zehner stated that at the suggestion of the Road Commission of Kalamazoo County (RCKC) staff, contributed service effort reports were now being distributed at Technical Committee which had resulted in a number of agencies submitting effort on a timelier basis. Timesheets are now also automated if an agency uses electronic versions. However, some agencies are still waiting until year end to submit timesheets. Additionally, some agencies are not using an electronic version of the timesheets or calculating their effort. This results in KATS staff having to calculate out the value of contributed services. Stepek added that ineligible activities were often reported and timesheets had to go through a staff review for eligibility each month.

Lanum added that financial management of the program was the decision of KATS Policy Committee as long as the local match requirement was met.

FY 2017 Dues Invoices

Start reported that invoices for FY 2017 member dues would be sent this month. The payment of member dues is the second requirement for Policy Committee Membership.

FY 2016 Auditor Letter

A copy of the FY 2016 Letter from Abraham & Gaffney was included in the meeting materials.

Start reported that Abraham and Gaffney had concluded their field audit work. No problems were noted and Start reported it went well. KATS is waiting on the draft audit report.

NEW BUSINESS

Start requested that members send KATS staff the names and contact information of new members and alternates so the distribution list and name plates could be updated.

Stepek reported that KATS Annual Breakfast would be held on December 21 at 8:00 a.m. Members were asked to RSVP by a show of hands. A presentation will be held at the December Policy Committee Meeting to update members on the KATS Pedestrian, Transit and Greenway Plan. The FY 2017 Policy Committee Meeting schedule will also be presented for approval at the December meeting.

CITIZEN COMMENTS-NONE

MEMBER COMMENTS

Gisler reported that the Kalamazoo County Commissioners have hired Tracy Moored to serve as the Kalamazoo County Administrator for the next 12 months.

Johnson shared that Start was quoted in an Infrastructure article in the November/December issue of 269 Magazine from Southwest Michigan First. She reported that Kalamazoo County had also been reported as one of the best for road conditions in our region with only 8.2% of roads in poor condition.

Chair Ulsh shared that Johnson was recently awarded the American Public Works Association (APWA) Public Works Executive credential.

Hinkle reported that the Texas Trail has been completed. He recognized and thanked the RCKC for the work on the project.

Heppler thanked MDOT and the RCKC for partnering with the Safe Routes to School Project. The Village of Augusta will be working with Fleis and VandenBrink and Prein and Newhof for a comprehensive infrastructure improvement plan.

ADJOURNMENT

There being no other business Chair Ulsh adjourned the meeting at 9:45 a.m.

Kalamazoo Area Transportation Study 2017 Policy Committee Meeting Schedule

- Wednesday, January 25, 2017-9:00 a.m.**
- Wednesday, February 22, 2017- 9:00 a.m.**
- Wednesday, March 29, 2017-9:00 a.m.**
- Wednesday, April 26, 2017-9:00 a.m.**
- Wednesday, May 31, 2017-9:00 a.m.**
- Wednesday, June 28, 2017-9:00 a.m.**
- Wednesday, July 26, 2017-9:00 a.m.**
- Wednesday, August 30, 2017-9:00 a.m.**
- Wednesday, September 27, 2017-9:00 a.m.**
- Wednesday, October 25, 2017-9:00 a.m.**
- Wednesday, November 29, 2017-9:00 a.m.**
- Wednesday, December 20, 2017-9:00 a.m.**

Meetings will be held at Kalamazoo Metro Transit, 530 North Rose Street. Meeting date and location changes will be noticed.

Further information on the Kalamazoo Area Transportation Study can be found at www.KATSmpo.org or by calling (269) 343-0766.

Kalamazoo Area Transportation Study 2017 Technical Committee Meeting Schedule

Thursday, January 12, 2017-9:00 a.m.

Thursday, February 9, 2017- 9:00 a.m.

Thursday, March 9, 2017-9:00 a.m.

Thursday, April 13, 2017-9:00 a.m.

Thursday, May 11, 2017-9:00 a.m.

Thursday, June 8, 2017-9:00 a.m.

Thursday, July 13, 2017-9:00 a.m.

Thursday, August 10, 2017-9:00 a.m.

Thursday, September 14, 2017-9:00 a.m.

Thursday, October 12, 2017-9:00 a.m.

Thursday, November 9, 2017-9:00 a.m.

Thursday, December 7, 2017-9:00 a.m.

Meetings will be held at Kalamazoo Metro Transit, 530 North Rose Street. Meeting date and location changes will be noticed.

Further information on the Kalamazoo Area Transportation Study can be found at www.KATSmpo.org or by calling (269) 343-0766.