

FY 2017

Final Acceptance Report



Kalamazoo Area Transportation Study
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Upon request, this report can be made available in an alternative format by contacting KATS at (269)343-0766 or email info@katsmpo.org.

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100 Program Management

Progress Report

KATS effectively managed the Transportation Planning Program for the Kalamazoo Metropolitan area. Staff developed and maintained meeting notices, materials, records and attendance for its committees (Policy and Technical). Meetings were held in accordance with the KATS Public Participation Plan and other applicable rules and regulations.

KATS continually reviewed new federal and state legislation regarding transportation planning regulations, transportation system funding and other relevant transportation regulations.

A FY 2016 Audit was conducted and accepted by the Policy Committee at the January 25, 2017 Policy Committee meeting.

Staff completed and submitted FY 2016 third and fourth quarter (November 2016) and FY 2017 first and second quarter (May 2017) Uniform Report of Disadvantage Business Enterprise (DBE) Awards/Commitments and Payments.

Staff completed and submitted the FY 2016 Title VI Sub-Recipient Report to the Michigan Department of Transportation on October 5, 2016.

Progress reports were completed and sent to the Michigan Department of Transportation (MDOT) for approval and reimbursement. As required, the FY 2016 Final Acceptance Report was prepared and submitted to MDOT on December 28, 2016.

KATS staff assisted MDOT with financial reviews for FY 2012-2016 federal project closures.

Financial Summary

<u>Funding</u>	<u>Budget</u>	<u>Expended</u>	<u>Percent</u>
FHWA	\$66,747	\$52,987.03	79.38%
Local	\$0.00	\$1,400.00	100.00%
Total	\$51,746.00	\$54,387.03	81.48%

Problems or Delays

None

Work Products

- Meeting agendas and notices, resolutions and actions, and record of meetings
- Agreements and Contracts Reviews and Updates
- Development and documentation of procedures relating to the single planning process

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- Disadvantaged Business Enterprise (DBE) Reports
- FY 2016 Audit
- FY 2016 Year End Report
- FY 2017 Quarterly Progress Reports and Billings
- Title VI Sub-Recipient Report

200 Short Range Planning

Progress Report

Short Range Planning includes activities related to the Unified Planning Work Program (UPWP), the Transportation Improvement Program (TIP), the Public Participation Plan (PPP), and other programs such as the Transportation Alternatives Program (TAP) and the KATS Environmental Mitigation process.

Staff attended training sessions, conferences and meetings related to the short-range transportation planning process hosted by the Michigan Department of Transportation, the Michigan Association of Planning, the Michigan Transportation Planning Association, and other transportation planning agencies.

Transportation Improvement Program

Staff monitored and updated the FY 2017-2020 Transportation Improvement Program (TIP). The program was amended as required and status reports on current projects were given at Policy and Technical Committee meetings.

KATS produced a FY 2016 Annual Listing of Obligated Projects, pursuant to federal legislation.

KATS Staff with the assistance of the Transportation Improvement Program Prioritization Process Subcommittee began review of the project prioritization process for the development of the FY 2020-2023 Transportation Improvement Program.

KATS Staff assisted in the implementation of the Jobnet System by attending MDOT Jobnet Technical and Policy Committee meetings. Transportation Improvement Program projects were monitored to ensure accuracy.

KATS Staff began work on an online map of all major transportation projects within the Metropolitan Planning Area.

Staff participated in the Transportation Improvement Program Amendment process review as part of efforts to create a uniform and more streamlined amendment process with MDOT, the Michigan Transportation Planning Association and other Metropolitan Planning Organizations.

Unified Planning Work Program

The FY 2017 Unified Planning Work Program (UPWP) was amended at the May 31, 2017 meeting to adjust for changes in estimated costs, the provisional fringe rate, and the provisional indirect rate.

The FY 2018 UPWP was developed and approved at the May 31, 2017 Policy Committee meeting.

Public Participation

The KATS website, Facebook page, and Twitter were utilized to inform the public of meeting dates and proposed amendments to the TIP as outlined in the Public Participation Plan.

Meetings of the Citizen Advisory Committee were held. Staff developed and maintained meeting notices, materials, records and attendance.

Staff hosted "KATS Education" opportunities in January 2017 and April 2017 for officials and staff members of local units of governments and participating agencies.

With the assistance of a KATS Public Participation Plan Subcommittee, a new KATS Public Participation Plan was drafted to address recommendations as part of the Transportation Management Area Certification Review.

Financial Summary

<u>Funding</u>	<u>Budget</u>	<u>Expended</u>	<u>Percent</u>
FHWA	\$158,268	\$133,750.20	84.51%
Local	\$11,004	\$25,861.26	235.02%
Total	\$169,272	\$159,611.46	94.29%

Problems or Delays

None

Work Products

- FY 2017 - 2020 Transportation Improvement Program Amendments, as required
- FY 2016 Obligated Project Report
- Amendments to the FY 2017 Unified Planning Work Program
- FY 2018 Unified Planning Work Program
- KATS Website, Facebook and Twitter Updates
- KATS Citizen Advisory Committee meeting materials and minutes.
- Draft Public Participation Plan

300 Data and Performance Management Measures

Progress Report

System Surveillance and Monitoring includes data related elements for incorporation into the short and long-range planning elements. With the implementation of Performance Based Planning and Programming (PBPP), staff began work on development of PBPP measures and targets for implementation in short range and long-range transportation plans. This work element will also include inventorying available data and identification of additional data needs necessary for PBPP.

FY 2017 included KATS managing a Traffic Count program through a consultant for our local agencies. Those traffic counts are imported into our online traffic count database.

Staff participated in the process to establish State of Michigan adopted Safety Targets for Performance Based Planning and Programming to meet federal requirements.

Staff attended training sessions, conferences and meetings related to the data collection and performance based planning and programming hosted by the Michigan Department of Transportation, the Michigan Association of Planning, the Michigan Transportation Planning Association, and other transportation planning agencies.

Financial Summary

<u>Funding</u>	<u>Budget</u>	<u>Expended</u>	<u>Percent</u>
FHWA	\$106,328	\$93,949.51	88.36%
Local	\$72,025	\$63,600.93	88.30%
Total	\$178,353	\$157,550.45	88.34%

Problems or Delays

None

Work Products

- Traffic Count Data on the KATS website

400 Asset Management

The objective of this work element is to collect and analyze Pavement and Surface Evaluation Rating (PASER) road data to help satisfy the requirements of P.A. 499 of 2002, which establishes an Asset Management Council and charges it to develop an Asset Management Process for the State of Michigan.

Local transportation planning agencies play a significant role in this process. In addition to collecting PASER data, KATS coordinated with Act 51 agencies to ensure asset management reporting requirements were met. The data collected in this Work Element provides valuable information for the allocation of federal funds and the development of the long-range plan and the transportation improvement program.

Progress Report

I. Training Activities

Act 51 Agencies

- Invoice from the Road Commission of Kalamazoo County for reimbursement for PASER training (Quarter 2)

KATS

- Prepared for and attended PASER Training (Quarter 2)
- Prepared for and attended Roadsoft Training (Quarter 2)
- Prepared for and attended Asset Management Culvert Inventory Training and Education Session. (Quarter 3)
- Prepared for and attended Data Collection Cycle for Regional-Metropolitan Planning Coordinators Webinar. (Quarter 3)
- Prepared for and attended Roadsoft Focus Group for Traffic Signals (Quarter 4)
- Prepared for and attended Best Practices for Asset Management Webinar (Quarter 4)
- Prepared for and attended Investment Reporting Tool Training (Quarter 4)

II. Equipment

III. Data Collection - Federal Aid System

Act 51 Agencies

- Invoice from the Road Commission of Kalamazoo County for staff time on PASER data collection. (Quarter 4)

KATS

- Collected off-year (Non-TAMC) City of Portage Federal Aid PASER ratings (Quarter 4)
- Performed QC on off-year City of Portage Federal Aid PASER ratings and submitted data to the City (Quarter 4)
- PASER data Collection and submission for the Road Commission of Kalamazoo County (Quarter 4)

III. Data Collection - Non-Federal Aid System

Act 51 Agencies

- Invoice from the Road Commission of Kalamazoo County for staff time on PASER data collection. (Quarter 4)

KATS

- Scheduled and rated local roads in Paw Paw Township. (Quarter 3)
- Coordinated with the City of Portage to schedule local road PASER ratings. (Quarter 4)

IV. Data Submission & Tech Support

KATS

- Prepared and submitted FY 2016 Quarter 4 Progress Report and Billing. (Quarter 1)
- Review and amend the FY 2016 Road Commission of Kalamazoo County Road Condition Report (Quarter 1)
- Updates to the Road Commission of Kalamazoo County Road Ratings (Quarter 1)
- Participated in the Asset Management Coordinators' Conference Call (Quarter 1)
- Updates to the Road Commission of Kalamazoo County Road Ratings (Quarter 1)
- Prepared and submitted FY 2017 Quarter 1 Progress Report and Billing. (Quarter 2)
- Provided assistance to the City of Kalamazoo on road inventory and mapping (Quarter 2)
- Updates to Roadsoft (Quarter 2)
- Prepared for and attended meetings for the draft RCKC Asset Management Plan (Quarter 2)
- Prepared and submitted FY 2017 Quarter 2 Progress Report and Billing. (Quarter 3)
- Prepared map depicting PASER ratings for Paw Paw Township. (Quarter 3)
- Prepared and submitted FY 2017 Quarter 3 Progress Report and Billing. (Quarter 4)

V. Unforeseen/Misc.

KATS

- Prepared for and participated in a conference call for the TAMC Spring Conference. (Quarter 3)
- Prepared for and attended Transportation Asset Management Council meetings. (Ongoing)
- Prepared for and attend Transportation Asset Management Council ACE Subcommittee meetings. (Ongoing)
- Prepared for and attend Transportation Asset Management Council Data Subcommittee meetings. (Ongoing)

Financial Summary

<u>Funding</u>	<u>Budget</u>	<u>Expended</u>	<u>Percent</u>
MTF	\$23,325	\$22,453.01	96.26%
Total	\$23,325	\$22,453.01	96.26%

Problems or Delays

None

Work Products

- Roadsoft Traffic Count Data Updates
- Local Safety Program Project Applications
- Local Bridge Fund Project Applications
- Congestion Mitigation Air Quality Projects

500 Long Range Planning

Progress Report

KATS continued work on amending of the 2045 Metropolitan Transportation Plan (MTP), as required by the Transportation Management Area Certification Review to better integrate and address the Moving Ahead for Progress in the 21st Century Act planning factors of safety, security, freight, and economic vitality. The amendment to the 2045 Metropolitan Transportation Plan was approved by KATS Policy Committee on April 26, 2017.

KATS continued to participate with Bike Friendly Kalamazoo and local units of government regarding non-motorized transportation issues and the implementation of recommended bike routes for the Non-Motorized Element of the 2045 Metropolitan Transportation Plan.

KATS staff assisted consultants AECOM in developing a Pedestrian, Transit, and Greenway Plan to improve overall transit accessibility to educational, economic, health care, and recreational opportunities in the MPO area by planning an integrated pedestrian and greenway network interconnected with the existing transit system.

Staff attended training sessions, conferences and meetings related to the long-range transportation planning process hosted by the Michigan Department of Transportation, the Michigan Association of Planning, the Michigan Transportation Planning Association, and other transportation planning agencies.

KATS attended and participated in the Kalamazoo County Transportation Authority (KCTA) and the Central County Transportation Authority (CCTA) as part of Public Transit Transportation Planning.

Financial Summary

<u>Funding</u>	<u>Budget</u>	<u>Expended</u>	<u>Percent</u>
FHWA	\$119,830	\$103,088.14	86.03%
Local	\$17,017	\$28,682.61	168.55%
Total	\$136,847	\$131,770.75	96.29%

Problems or Delays

None.

Work Products

- 2045 Metropolitan Transportation Plan Amendment

600 Special Studies

Progress Report

This task involves special studies of transportation and transportation related topics that support the development and maintenance of the planning process. Activities might include consultant contracting, research and data analysis. Documents produced in this task are intended to supplement information for other tasks as well as contribute to the revision of the Metropolitan Transportation Plan and help in prioritizing transportation improvement projects. It involves special one-time planning activities and major corridor analyses.

KATS hired consultants AECOM for the development of an MPO wide Pedestrian, Greenway, and Transit Plan. The Plan was developed to improve overall transit accessibility to educational, economic, health care, and recreational opportunities in the MPO area by planning an integrated pedestrian and greenway network interconnected with the existing transit system.

Financial Summary

<u>Funding</u>	<u>Budget</u>	<u>Expended</u>	<u>Percent</u>
FTA 5303/CTF	\$135,00.00	\$125,000	92.59%
Total	\$135,00.00	\$125,000	92.59%

Problems or Delays

None.

Work Products

- KATS Pedestrian, Greenway and Transit Plan