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KALAMAZOO AREA TRANSPORTATION STUDY POLICY COMMITTEE MEETING
February 28, 2018 at 9:00 a.m.
Kalamazoo Metro Transit

APPROVED MINUTES

CALL TO ORDER

The February meeting of KATS Policy Committee was called to order at 9:00 a.m. at Metro by Chair Thompson.

INTRODUCTIONS

Introductions were made by all present.

ROLL CALL

Meeting attendance was recorded on the sign-in sheet.

Members Present

Robert Britigan	City of Parchment
Marsha Drouin, Treasurer	Richland Township
Rick Fowler	Michigan Department of Transportation Lansing
John Gisler	Kalamazoo County Board of Commissioners
Libby Heiny-Cogswell, Vice-chair	Oshtemo Township
Jeff Heppler	Village of Augusta
Martin Janssen	Central County Transportation Authority
Joanna Johnson	Road Commission of Kalamazoo County
Greg Kinney	Van Buren County Road Commission
Patricia Randall	City of Portage
Jeff Sorensen	Cooper Township
Thomas L. Swiat, Jr.	Prairie Ronde Township
Don Ulsh	Schoolcraft Township
Randy L. Thompson, Chair	Comstock Township

Members Absent

Bill Adams	Village of Vicksburg
David Anderson	City of Kalamazoo
John Clement	Van Buren Transit
Carol Daly	Village of Mattawan
Todd Hackenberg	Village of Lawton
John Hinkle	Texas Township
Pam Goodacre	Kalamazoo County Transportation Authority
Keith Gunnett	Village of Schoolcraft
Nicolette Leigh	Kalamazoo Township
Tracy Locey	Brady Township
Michele McGowen	KATS Citizen Advisory Committee
Gary Moore	Ross Township
Sarah Moyer-Cale	Village of Paw Paw
Carl Newton	City of Galesburg
Pete Pfeiffer	Michigan Department of Transportation TSC
Greg Rosine	Western Michigan University
Paul Schincariol	Van Buren County Board of Commissioners
Michael Scott	Village of Richland
Greg Thomas	Pavilion Township
William Van Tassel	Almena Township

Approved 3-28-2018.

Others Present

Megan Arndt, Jeff Franklin, Dan Lewis, Sean McBride, Laurence Shaffer, Jon Start, Jodi Stefforia, Steve Stepek, Monica Zehner

CHANGES OR ADDITIONS TO THE AGENDA

Due to lack of quorum, it was noted the Policy Committee would not take action on the consent agenda or the proposed changes to the National Functional Classification System.

CITIZENS' COMMENTS

No citizen comments were made.

NATIONAL FUNCTIONAL CLASSIFICATION SYSTEM CHANGES

Information on proposed changes to the National Functional Classification (NFC) System were included in the meeting materials.

Start reported that the Road Commission of Kalamazoo did a comprehensive study of its primary and secondary road system which resulted in proposed changes to the NFC System. Staff reviewed the recommendations and concurred with the proposed changes. Staff and members of the Technical Committee recommended approval of the approved changes to the NFC System. The proposed changes will be brought back to the Policy Committee for action at the March meeting.

Heiny-Cogswell inquired if the proposed changes would impact planned projects. Johnson replied that the proposed changes would not impact the projects included in the RCKC Capital Improvement Program. She reported that the proposed changes were submitted to the State of Michigan for the 2016 ACT-51 certification reporting. For Act-51 reporting, the RCKC received state approval in August of 2017.

Start reported that following Policy Committee approval, the proposed changes would be submitted to MDOT for review and then to the Federal Highway Administration for final review and action.

DRAFT LEGISLATION CREATING THE MICHIGAN INFRASTRUCTURE COUNCIL AND AFFECTING THE TRANSPORTATION ASSET MANAGEMENT COUNCIL ¹

Links to drafts of House Bill 5408 and 5335 were provided to members with the meeting materials.

Start reported that House Bill 5335 establishes the Michigan Infrastructure Council to coordinate asset management councils such as the Transportation Asset Management Council. The proposed legislation was a response to recommendations from the 21st Century Infrastructure Commission.

House Bill 5408 as currently drafted would affect how the Transportation Asset Management Council (TAMC) members are selected. Currently, the TAMC has representatives from MDOT, the County Road Association, the Michigan Municipal League, the Michigan Township Association, the Michigan Association of Counties, a Metropolitan Planning Organization, and a Regional Planning Organization. He noted one of the strengths of the TAMC was the differing perspectives of its members. He commented that he anticipates that the draft will be revised to leave TAMC membership unchanged.

Additional concerns were the increased focus on the federal-aid road system which Start observed is a minor subset of the public road network. The legislation would also require any road agency with more

¹ House Bill 5408 can be found online at:

<http://www.legislature.mi.gov/documents/2017-2018/billintroduced/house/pdf/2018-hib-5408.pdf>.

House Bill 5335 can be found online at:

<http://www.legislature.mi.gov/documents/2017-2018/billintroduced/house/pdf/2017-hib-5335.pdf>.

Approved 3-28-2018.

than 100 miles of public roads to prepare and adopt an Asset Management Plan. The plan would be required to be updated every 3 years. Failure to do so would negatively impact Act-51 revenues.

Johnson indicated concerns regarding the potential requirement extending national performance metrics to the entire federal-aid system rather than just the mandated National Highway System. She noted that a significant amount of funding would be used to meet this requirement. This would result in a shortage of funding for the rest of the system. She noted that funding was limited and must be balanced. Johnson noted that asset management plans and knowing the conditions of the existing infrastructure does allow agencies to make informed decisions regarding the use of resources to balance funding.

Stefforia asked who is putting the legislation forward and what is the motivation. Johnson replied that the proposed legislation is the Governor's response to recommendations from the 21st Century Infrastructure Commission final report. Two pilot programs are also underway.

UPCOMING FEDERAL PERFORMANCE MEASURE ITEMS

Start reported that the Fixing America's Surface Transportation (FAST) Act legislation that renewed the federal Surface Transportation Program contains requirements that performance measures be incorporated into the Transportation Planning Process. States are to establish performance measure targets and Metropolitan Planning Organizations are to either set its own or adopt the state's targets. KATS Policy Committee has already taken action to support the safety targets developed by MDOT.

Targets are being developed by the State of Michigan for System Performance/Freight/Congestion Management Air Quality and Pavement/Bridge/Asset Management Plan measures. Public Transit will also have performance measures that MDOT, they and KATS will need to adopt.

The Transportation Improvement Program will have to be amended to include discussion on how KATS is incorporating performance measures into the evaluation and selection of projects for the Transportation Improvement Program. Staff and a Technical Committee subgroup are currently reviewing the Transportation Improvement Program Project Prioritization Process to recommend improvements to the process and to make sure the required performance measures are addressed. The Transportation Improvement Program amendment will be on the Policy Committee's May agenda. The KATS Metropolitan Transportation Plan will also need to include discussion of the required performance measures.

Johnson asked if performance measures were applicable to the National Highway System (NHS) or the entire federal-aid transportation system. Start replied that performance measures were applicable to the NHS system which includes roads with a National Functional Classification of primary arterial or above.

PUBLIC TRANSPORTATION UPDATES

Martin reported that branding for Metro continues. Rebranding on one bus has been completed. New bus schedules are being printed as part of the rebranding efforts. Metro had a soft launch of the Token Transit App. The app allows riders to use their phone as their bus pass. It is available at through Google Play or the Apple App Store. Pamela Goodacre has been appointed as the new Policy Committee member for the Kalamazoo County Transportation Authority and will be present at the next meeting. Metro operations were impacted by flooding and 9 busses were re-routed. Operations have since returned to normal.

EXECUTIVE DIRECTOR'S REPORT

Start reported that the Unified Planning Work Program (UPWP) identifies areas of effort for KATS staff and local members supporting the planning efforts of KATS. KATS staff attended a meeting on February 26 to review FY 2018 UPWP progress and to discuss local, state and federal areas of emphasis for the FY 2019 UPWP. Estimates of revenue for KATS were provided. Members were reminded to return their Contributed Service Agreements to provide the local match required for KATS funding. Start reported that he did inquire regarding reporting for a mix of local cash and local third-party in-kind contributions. There has been an interest in providing cash match by some Technical Committee members. However, he noted that he did not believe that a cash match requirement would be beneficial since it might prohibit smaller jurisdictions from participating.

Approved 3-28-2018.

The Transportation Improvement Program Project Prioritization Process is being reviewed to address concerns regarding the prior project prioritization used in the development of the FY 2017-2020 Transportation Improvement Program. Federal performance measures will be included in the new process. Concerns with the prior prioritization process is that reliance on average daily traffic makes it difficult for smaller agencies to be competitive with Act-51 agencies. There was discussion regarding setting aside funding for smaller agencies, however this is considered sub-allocation and is not allowed. There were also concerns that the prior prioritization scoring for Pavement and Surface Evaluation Ratings (PASER) data discriminated against agencies which maintain their systems.

MDOT has been developing a new system called Jobnet for tracking projects for the Transportation Improvement Program. Metropolitan Planning Organizations have been included in this process. Changeover to the new system is scheduled for early July. Staff has notified all members that amendments to the Transportation Improvement Program must be included in the May amendment cycle to avoid delays when the changeover takes place. Programming changes will not be processed during first 2 weeks of July.

A meeting of the Finance and Personnel Committee will be scheduled regarding recommended policies, the review of the Executive Director, and the Executive Director's staff reviews and recommendations.

The Environmental Protection Agency has determined that Kalamazoo and Van Buren counties are in attainment for air quality. This may have potential impacts on KATS Congestion Mitigation Air Quality (CMAQ) Program funding. KATS currently has CMAQ funding programmed through FY 2020. Shaffer inquired how much funding KATS receives and if there is an appeal process. Start reported that recommendation from the Department of Environmental Quality has already been reviewed. CMAQ funding is approximately \$1 million. There is the possibility that KATS will continue to receive CMAQ funding based upon information that once an MPO is eligible for CMAQ funding it may continue to receive it even if it is found to be in attainment. Decisions on CMAQ funding will be made by MDOT.

NEW BUSINESS

Start reported that a copy of the current Contributed Service Report was distributed. Members were asked to return their Contributed Service Agreements for the development of the FY 2019 Unified Planning Work Program. Zehner indicated members who still needed to return their agreement would be contacted.

Heppler noted that the Village of Augusta would be applying for the Local Bridge Program Call for Projects. Heppler stated that the Village would appreciate a Resolution of Support for the project application. Johnson noted that the RCKC is planning on adopting a Resolution of Support for the project and offered to send the information to KATS staff.

CITIZEN COMMENTS

No citizens made comments.

MEMBER COMMENTS

Kinney reported that there was flooding in Van Buren County but that most of the roads were now open.

Shaffer reported that the City of Portage only had small area affected by flooding. One section around Long Lake is still affected by flooding but is expected to abate soon.

Britigan reported that the City of Parchment did not have significant problems with its infrastructure and flooding. John Frakes who was the City's treasurer and assessor for 25 years recently passed away.

Johnson thanked first responders for their efforts during the flooding. She reported that the RCKC team was busy over the weekend with clean-up efforts due to flooding and downed branches and trees from Sunday's winds. She thanked members for their patience. Two roads remain closed due to culvert

Approved 3-28-2018.

failures. She asked members to review information emailed out regarding House Bill 5097 the Broadband Expansion Bill.

Heiny-Cogswell reported that Friday morning the Red Cross used Oshtemo facilities for emergency shelters before relocating. The Township Board approved the naming of Robert Jones Way in the Business, Technology and Research (BTR) Park 2.0. Jones was an advocate and supporter of the BTR. On Monday evening, Oshtemo kicked off Go! Green Oshtemo, an effort to coordinate planning for non-motorized, greenways, parks, and cemeteries.

Gisler welcomed members from the City of Portage. He asked McBride regarding parking adjacent to Metro. McBride responded that parking was now available on both sides of the street and members should not be ticketed.

Chair Thompson reported that Comstock had between 20-30 homes underwater. He thanked everyone for their coordination of emergency efforts.

ADJOURNMENT

There being no other business Chair Thompson adjourned the February meeting of the KATS Policy Committee meeting at 10:04 a.m.

Next Meeting: Wednesday, March 28, 2018 - 9:00 a.m.