



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: Steve Stepek, AICP, Executive Director

DATE: February 16, 2022

SUBJECT: POLICY COMMITTEE MEETING
WEDNESDAY, FEBRUARY 23, 2022 - 9:00 A.M.
METRO
530 N. ROSE STREET, KALAMAZOO

The Kalamazoo Area Transportation Study Policy Committee will be meeting on Wednesday, February 23, 2022 at 9:00 a.m. at Metro. The following materials are included in the meeting packet:

1. Agenda for the February 23, 2022 Meeting
2. Informational Memorandum
3. Treasurer's Report
4. Technical Committee Report
5. Southcentral Michigan Planning Council Report
6. Draft Minutes of the December 15, 2021 Meeting
7. Transportation Improvement Program Amendments
8. Fiscal Year 2023 – 2026 Prioritized Roadway Project List
9. Fiscal Year 2023 – 2025 Audit Contract
10. Fiscal Year 2012 and 2015 Contract Closure Letters
11. Audit Governance Letter
12. FY 2021 Audited Financial Statements

**KALAMAZOO AREA TRANSPORTATION STUDY
POLICY COMMITTEE MEETING**

February 23, 2022 at 9:00 a.m.

AGENDA

Public Comments are limited to four minutes in length.

1. CALL TO ORDER
2. INTRODUCTIONS
3. ROLL CALL
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. PUBLIC 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 TECHNICAL COMMITTEE REPORT (FEBRUARY 10, 2022)
 - c. ACCEPTANCE OF THE SOUTHCENTRAL MICHIGAN PLANNING COUNCIL REPORT
 - d. APPROVAL OF THE MINUTES FROM THE DECEMBER 15, 2021 MEETING
8. TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS **(ENCLOSURE) (ACTION)**
9. FISCAL YEAR 2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM PRIORITIZED ROADWAY MASTER PROJECT LIST **(ENCLOSURE) (ACTION)**
10. FISCAL YEAR 2023-2025 AUDIT CONTRACT EXTENSION **(ENCLOSURE) (ACTION)**
11. FISCAL YEAR 2012 AND FISCAL YEAR 2015 MICHIGAN DEPARTMENT OF TRANSPORTATION CONTRACT CLOSURE **(ENCLOSURE) (ACTION)**
12. CITIZEN ADVISORY COMMITTEE APPOINTMENTS **(ACTION)**
13. FISCAL YEAR 2021 AUDIT PRESENTATION AND REPORT **(ENCLOSURE)**
14. PUBLIC TRANSPORTATION UPDATES
15. EXECUTIVE DIRECTOR'S REPORT
16. NEW BUSINESS
17. PUBLIC COMMENTS
18. MEMBER COMMENTS
19. ADJOURNMENT

Next Meeting: Wednesday, March 30, 2022, 9:00 am

Information Memo

TO: Kalamazoo Area Transportation Study Policy Committee
FROM: Steve Stepek, AICP, Executive Director
DATE: February 16, 2022
SUBJECT: Information on the Policy Committee Agenda for the February 23, 2022 Meeting

Here is information on the Policy Committee agenda items.

8. Transportation Improvement Program Amendments

There are many proposed amendments to the Transportation Improvement Program this month. Since the TIP will be locked after April for FY 2023 changes, there are a large number of projects being added and adjusted. This makes sure they are ready to go when the new TIP is approved (October).

Also, with the adoption of the Infrastructure Investment and Jobs Act (IIJA), KATS received additional allocations of funding. Job Numbers 215234, 215235, 215236, 215237, 215238, 215239, and 215241 represent the increase in allocation for KATS. Due to timing within the fiscal year, the TIP Subcommittee recommended using the funding for five chip seal projects with the Road Commission of Kalamazoo County and flexing additional funding to Metro.

Job Number 213296 represents a job that is primarily within the Battle Creek Area Transportation Study that was determined to be Regionally Significant. That determination forces the job to be listed in the Battle Creek TIP, which then means KATS must also amend it into our TIP.

The rest of the projects include trunkline bridge maintenance and budget adjustments to Metro and RCKC projects.

9. FY 23-26 Transportation Improvement Program Prioritized Roadway Projects List

The Roadway Master Project list represents the prioritized roadway project list for the Fiscal Year 2023-2026 Transportation Improvement Program. This prioritized list represents the projects that can move on for potential funding. Those projects not selected for funding comprise our Illustrative Project List.

KATS Staff conducts public engagement on the entire master list so that if additional funding comes to the area, we can quickly move projects into the TIP.

Staff and the Technical Committee recommend that the Policy Committee approve prioritized Roadway Master Project List

10. FY 23-25 Audit Contract Extension

The current Kalamazoo Area Transportation Study (KATS) financial audit services contract with Maner Costerisan expires with the completion of our Fiscal Year 2022 audit. KATS exercised the option written in the contract to extend it for the following three fiscal years. Maner is familiar with our operations and the proposed cost increases appear reasonable based on current inflation rates. The executed contract extension is included in the meeting materials showing estimated audit fees for the Years Ending September 30, 2023, 2024, and 2025 of \$9,500, \$10,100, and \$10,800, respectively. KATS Staff recommends approval of the extended contract.

11. FY 2012 and FY 2015 MDOT Contract Closure

Information Memo

The Kalamazoo Area Transportation Study has a liability of \$4,225.74 to the Michigan Department of Transportation (MDOT). This is for Fiscal Year 2015 and Fiscal Year 2012 contract overpayments of \$3,040.40 and \$1,185.34, respectively. Upon request, Krista Walton of MDOT provided the letters included in the meeting materials showing MDOT has financially closed the contracts. Our auditors are aware of and agree with writing off the amounts. KATS recommends that the Policy Committee approve the write-off.

12. Citizen Advisory Committee Appointments

Kay Chase and Paul Sotherland's terms on the Citizen Advisory Committee have ended. They have requested to be reappointed. Both have been a tremendous asset to the Committee. KATS Staff recommends the Policy Committee reappoint them as members.

13. Executive Directors Report

- With the start of FY 2022, please continue sending your contributed service timesheets to KATS.
- KATS Staff continues to work with local agencies on the development of the FY23-26 Transportation Improvement Program.
- KATS hosted it's first quarterly Non-motorized Meeting. The meeting was productive and well attended.
- KATS staff is working to organize this year's Traffic Count program and PASER data collection.

KALAMAZOO AREA TRANSPORTATION STUDY
Policy Committee Meeting January 26, 2022

TREASURER'S REPORT

Beginning Balance of Checking as of December 1, 2021	\$149,830.08
Receipts	130,029.31
Checks	-33,494.11
Withdrawals/Debits	-38,378.49
Ending Balance of Checking as of December 31, 2021	\$207,986.79

If there are any questions regarding this report, please contact me.

Robert D. Britigan III, CPM
Treasurer, Kalamazoo Area Transportation Study
rbritigan@midlink.com
269-384-1100 x 120

BUDGET COMPARISON - FYTD December 31, 2021 ACTUAL VERSUS BUDGET

	FY2022 UPWP	Actual FYTD 12/31/21 25.0%	Over(Under) Budget	YTD % of Budget
<u>PERSONNEL COST</u>				
Annual Salaries	325,752.02	69,467.93	(256,284.09)	21.33%
Total Fringe Expense	173,156.02	44,550.38	(128,605.65)	25.73%
<u>DIRECT COST</u>				
	89,045.81	1,640.73	(87,405.08)	1.84%
<u>INDIRECT COST</u>				
Services and Equipment	48,900.00	9,507.56	(39,392.44)	19.44%
Operating Costs	44,600.00	2,355.39	(42,244.61)	5.28%
Total Indirect Costs	93,500.00	11,862.95	(81,637.05)	12.69%

If there are any questions regarding this report, please contact me.

Elizabeth Rumick
Office & Finance Manager, Kalamazoo Area Transportation Study
erumick@katsmpo.org
269-343-0766 ext. 11

KALAMAZOO AREA TRANSPORTATION STUDY
Policy Committee Meeting February 23, 2022

TREASURER'S REPORT

Beginning Balance of Checking as of January 1, 2022	\$207,986.79
Receipts	14,770.91
Checks	-15,967.12
Withdrawals/Debits	-23,120.29
Ending Balance of Checking as of January 31, 2021	\$183,670.29

If there are any questions regarding this report, please contact me.

Robert D. Britigan III, CPM
Treasurer, Kalamazoo Area Transportation Study
rbritigan@midlink.com
269-384-1100 x 120

BUDGET COMPARISON - FYTD January 30, 2022 ACTUAL VERSUS BUDGET

	FY2022 UPWP	Actual FYTD 1/31/22 33.3%	Over(Under) Budget	YTD % of Budget
<u>PERSONNEL COST</u>				
Annual Salaries	325,752.02	91,487.83	(234,264.19)	28.09%
Total Fringe Expense	173,156.02	52,046.10	(121,109.92)	30.06%
<u>DIRECT COST</u>				
	89,045.81	1,640.73	(87,405.08)	1.84%
<u>INDIRECT COST</u>				
Services and Equipment	48,900.00	12,307.29	(36,592.71)	25.17%
Operating Costs	44,600.00	2,504.39	(42,095.61)	5.62%
Total Indirect Costs	93,500.00	14,811.68	(78,688.32)	15.84%

If there are any questions regarding this report, please contact me.

Elizabeth Rumick
Office & Finance Manager, Kalamazoo Area Transportation Study
erumick@katsmpo.org
269-343-0766 ext. 11

Technical Committee Report

TO: Kalamazoo Area Transportation Study Policy Committee

FROM: Steven Stepek, AICP, Executive Director

DATE: February 16, 2022

SUBJECT: Technical Committee Report (February 10, 2022)

The Technical Committee met February 10, 2022 at 9:30 a.m.

STATUS REPORTS

TRANSIT and ROADS-

Transit. Metro's Comprehensive Operations Analysis is in process. A presentation and public engagement are scheduled for February 14, 2022.

STATUS REPORTS

ROADS-

City of Kalamazoo. Culvert replacement project on Stadium Drive will begin soon.

City of Portage. The Lovers Lane Reconstruction project bids came in at 11 percent under estimate. Romence Road from Angling Road to Oakland Drive is out for bid. The Shaver Road and Portage Road projects scheduled for 2024 are under design. A Request for Proposals is being issued today for engineering for the South Westnedge project.

Road Commission of Kalamazoo County. Several project bids have come in under estimate. Two jobs are planned for a March letting. The Lake Street project has been postponed due to material shortages related to supply chain issues.

Village of Augusta. Augusta Drive project bids are in. The Village's Washington Street and Washington Street bridge grant projects are moving forward.

Village of Vicksburg. The downtown project is expected to be complete in mid-March.

Michigan Department of Transportation. The I-94 project Portage Road bridge deck will be poured soon.

LAND USE/PLANNING AND ZONING-

City of Kalamazoo. Zoning updates are being performed in-house.

Oshtemo Township. The Township is hiring McKenna to do a 5G ordinance.



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TO: KATS Policy Committee

FROM: Steven Stepek, KATS Executive Director

DATE: January 18, 2021

SUBJECT: Southcentral Michigan Planning Council Report

During the month of December 2021, KATS staff worked on the Michigan Department of Transportation (MDOT) Planning Activities for the Southcentral Michigan Planning Council (SMPC). Work was concentrated in the following activities:

- Participated in the MDOT December Rural Task Force (RTF) monthly meeting
- Prepared and submitted RTF report to MDOT Planning including minutes and advertising materials for all five county level RTF meetings held in November
- Prepared materials for and facilitated the December 8 Rural Task Force #3 meeting. Projects for the 2023 – 2026 Transportation Improvement Program were approved for programming
- Prepared and distributed meeting minutes for the December 8 Rural Task Force #3 meeting, updated the 2022 and 2023 fiscal constraint spreadsheet pages, created new 2023 – 2026 fiscal constraint spreadsheet based on projects approved at the December 8 meeting
- Uploaded 2021 federal aid road rating data for all five Region 3 counties to the Transportation Asset Management Council

Anticipated future activities include:

- Generating federal aid road condition summaries for the five counties in Region 3
- Scheduling and facilitating a January meeting of the full Rural Task Force #3 to approve programming changes in response to recently released upward revision of funding targets for 2022. Targets were increased as a result of the Infrastructure and Jobs Act. At least one county has already submitted their 2022 projects for obligation, which means that funding cannot be added to them. New projects will need to be approved by the full Task Force in order for the additional funding to be used
- Scheduling and facilitating meetings of the Sturgis and Three Rivers Small Urban task forces to address proposed changes to previously approved 2023 projects in both areas
- Updating and entering project data in JobNet for the 2021 - 2023 and 2023 - 2026 Transportation Improvement Programs as project data sheets are submitted or as otherwise needed
- Compiling and submitting to MDOT Planning needed applications and backup material for the Small Urban 2024 – 2026 Call for projects
- Working with Region 3 agencies on approving and programming of projects and activities using recently authorized federal Highway Infrastructure Program (HIP) and HIP COVID Relief funding
- Disseminating information as it becomes available and scheduling meetings as necessary to allow member agencies to utilize any applicable resources that may become available as a result of the adoption of the federal Infrastructure Investment and Jobs Act



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TO: KATS Policy Committee
FROM: Steven Stepek, KATS Executive Director
DATE: February 15, 2022
SUBJECT: Southcentral Michigan Planning Council Report

During the month of January 2022, KATS staff worked on the Michigan Department of Transportation (MDOT) Planning Activities for the Southcentral Michigan Planning Council (SMPC). Work was concentrated in the following activities:

- Participated in the MDOT January Rural Task Force (RTF) monthly meeting
- Prepared and submitted RTF monthly report to MDOT Planning including minutes and advertising materials for the December 8, 2021 Rural Task Force #3 meeting
- Prepared materials for and facilitated the January 26 Rural Task Force #3 meeting. New projects and changes to existing ones were approved to program additional 2022 funding targets issued by MDOT. The additional funding reflects money made available by the Infrastructure Investment and Jobs Act, and must be obligated in 2022 as it cannot be carried forward to 2023
- Prepared and distributed meeting minutes for the January 26 Rural Task Force #3 meeting, updated the appropriate fiscal constraint spreadsheet pages based on the changes approved at the meeting and worked on entering changes in to MDOT's JobNet system for programming
- Began work on the 2021 Federal Aid Road Condition Reports for submittal to the Transportation Asset Management Council. Copies of the reports will be made available on the SMPC website or by request when completed
- Started work on scheduling meetings of the Sturgis and Three Rivers Small Urban Task Forces to address proposed changes to their respective 2023 approved projects
- Submitted materials to MDOT planning for programming of 2024 – 2026 Small Urban projects as approved at November 2021 meetings
- Attended the first of two PASER rating training session necessary to participate in federal aid road rating for 2022

Anticipated future activities include:

- Completion of scheduling and facilitating meetings of the Sturgis and Three Rivers Small Urban task forces to address proposed changes to previously approved 2023 projects in both areas
- Updating and entering project data in JobNet for the 2021 - 2023 and 2023 - 2026 Transportation Improvement Programs as project data sheets are submitted or as otherwise needed
- Compiling and submitting to MDOT Planning needed applications and backup material for the Small Urban 2024 – 2026 Call for projects
- Scheduling of federal aid PASER road rating in Barry, Branch, Calhoun and St. Joseph Counties
- Working with Region 3 agencies on approving and programming of projects and activities using recently authorized federal Highway Infrastructure Program (HIP) and HIP COVID Relief funding
- Disseminating information as it becomes available and scheduling meetings as necessary to allow member agencies to utilize any applicable resources that may become available as a result of the adoption of the federal Infrastructure Investment and Jobs Act

KALAMAZOO AREA TRANSPORTATION STUDY POLICY COMMITTEE

DRAFT Minutes of the December 15, 2021 Meeting

CALL TO ORDER

The December 15, 2021 Policy Committee Meeting was called to order remotely in accordance with Kalamazoo County State of Emergency Declaration, by Chair Randy Thompson at 9:00 a.m.

INTRODUCTIONS

Participants in the meeting stated their name and location from which they are attending the meeting remotely.

ROLL CALL

Remote meeting attendance was recorded on the sign-in sheet.

MEMBERS PARTICIPATING

	<u>Agency</u>	<u>Call-In Location</u>
Rob Britigan	City of Parchment	Comstock Township
Kerry DenBraber	Michigan Department of Transportation, TSC	Martin Township
Marsha Drouin, Treasurer	Richland Township	Richland Township
Jeff Franklin	Michigan Department of Transportation, Planning	Owosso, MI
Jason Gatlin	Wakeshma Township	Wakeshma Township
Libby Heiny-Cogswell, Vice Chair	Oshtemo Township	Oshtemo Township
Jeff Heppler	Village of Augusta	Village of Augusta
Adam Herringa	City of Portage	City of Portage
Martin Janssen	Kalamazoo County Transportation Authority	Cooper Township
Joanna Johnson	Road Commission of Kalamazoo County	City of Kalamazoo
Sarah Joshi	City of Galesburg	City of Galesburg
Greg Kinney	Van Buren County Road Commission	Village of Decatur
Tracy Locey	Brady Township	Brady Township
Nick Loeks	Texas Township	Texas Township
Sherine Miller	Kalamazoo Township	Kalamazoo Township
Dennis Olson	Village of Vicksburg	Village of Vicksburg
Paul Sotherland	KATS Citizens Advisory Committee	Kalamazoo Township
Randy Thompson, Chair	Comstock Township	Comstock Township
Jerry VanderRoest	Charleston Township	Charleston Township

MEMBERS ABSENT

Curtis Aardema	<u>Agency</u> Central County Transportation Authority
Carol Daly	Village of Mattawan
John Gisler	Kalamazoo County
Edward Hellwege	Village of Paw Paw
Lisa Imus	Village of Lawton
Chris Praedel	City of Kalamazoo
Jeff Sorensen	Cooper Township
Don Ulsh	Schoolcraft Township

OTHERS PARTICIPATING

Paul Ecklund	<u>Agency</u> Disability Network of Southwest Michigan
Jason Gatlin	Wakeshma Township
Robert Henderson	Van Buren Public Transit
Megan Mickelson	Kalamazoo Area Transportation Study
Ryan Minkus	Road Commission of Kalamazoo County
Elizabeth Rumick	Kalamazoo Area Transportation Study
Paul Selden	Bike Friendly Kalamazoo
Steve Stepek	Kalamazoo Area Transportation Study
Ali Townsend	Kalamazoo Area Transportation Study

CHANGES OR ADDITIONS TO THE AGENDA

There were no changes or additions to the agenda.

APPROVAL OF THE AGENDA

MOTION by Heppler, SECOND by Drouin, ***“to approve the agenda of the December 15, 2021 Policy Committee Meeting.”*** MOTION APPROVED.

PUBLIC COMMENTS

Selden of Bike Friendly Kalamazoo announced the Community-Wide Bicycle Program Steering Committee met December 1, 2021. The national bicycle skills “All Kids Bike Program” will be presented to every Kindergarten Physical Education class in the region. Sawyer Duncan, Vicksburg School District Physical Education Teacher, will lead the curriculum.

CONSENT AGENDA

- ACCEPTANCE OF THE TREASURER’S REPORT
- ACCEPTANCE OF THE TECHNICAL COMMITTEE REPORT (DECEMBER 2, 2021)
- ACCEPTANCE OF THE SOUTHCENTRAL MICHIGAN PLANNING COUNCIL REPORT
- APPROVAL OF THE MINUTES FROM THE NOVEMBER 17, 2021 MEETING

MOTION by Johnson, SECOND by Heppler, ***“to accept and approve the items on the Consent Agenda.”*** MOTION APPROVED.

TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS

Stepek provided information on the five amendments included in the packet. Three are additions related to 2023 safety grants that were awarded and two are budget increases. The Technical Committee recommends approval of the Transportation Improvement Program Amendments as presented.

MOTION by Drouin, SECOND by Britigan, ***“to approve the Fiscal Year 2020 – 2023 Transportation Improvement Program Amendments.”*** MOTION APPROVED.

STATE SAFETY TARGETS

The State Safety Targets, data, and supporting documentation is included in the meeting packet. Stepek elaborated that this is the annual state’s 2022 calendar year target. Per Federal requirements, every Metropolitan Planning Organization is required to either adopt the state safety targets or develop their own. Kalamazoo Area Transportation Study has traditionally supported state targets. Region-wide data shows an overall downward trend for bicyclist and pedestrian serious injuries, serious injuries, and fatalities with some exceptions. The Technical Committee recommends supporting the State Safety Targets as presented.

Olson asked when the US-131 project was set to begin. DenBraber responded it is moved from 2023 to 2024.

Johnson added the Road Commission of Kalamazoo County analyzes data to support the type of safety project improvements they pursue. The region is trending in a positive direction as the Road Commission continues correction and support to reduce accidents and fatalities in funded projects.

MOTION by Heppler, SECOND by Janssen, ***“to approve the State Safety Targets.”*** MOTION APPROVED.

LOMA OZONE CONFORMITY REPORT

The report is included in the meeting packet. Stepek explained this is the first time Kalamazoo Area Transportation Study (KATS) along with Battle Creek Area Transportation Study (BCATS) are considered a Limited Orphan Maintenance Area (LOMA) for ozone conformity. Conformity is based on fiscal constraint. KATS Staff and the Technical Committee recommend approval of the report and submission with the Metropolitan Transportation Plan to the Michigan Department of Transportation.

MOTION by Johnson, SECOND by Janssen, ***“to approve the LOMA Ozone Conformity Report.”*** MOTION APPROVED.

POLICY COMMITTEE OFFICER ELECTIONS

Drouin and Sorensen served on the Officer Nomination Subcommittee. Drouin reported nominations for the two-year terms beginning January 1, 2022 include renewed terms for both Chair and Vice-Chair, Randy Thompson (Comstock Township) and Libby Heiny-Cogswell (Oshtemo Township), respectively. Rob Britigan (City of Parchment), is nominated for Treasurer. Thompson thanked Drouin for serving as Treasurer.

MOTION by Janssen, SECOND by Johnson, ***“to approve the Nomination Subcommittee recommendations for Policy Committee Officers as: Randy Thompson-Chair, Libby Heiny-Cogswell-Vice-Chair and Rob Britigan-Treasurer.”*** MOTION APPROVED.

PROJECT LIST FOR 2024 – 2026 TRANSPORTATION IMPROVEMENT PROGRAM

Steppek explained this full project list is included in the packet and available on the katsmpo.org website with a map. Although Kalamazoo Area Transportation Study (KATS) Staff has prioritized the list, prioritization is not shared so it does not impact public opinion. The prioritization process will be communicated in January 2022, the project draft list will be ready in February 2022 with the document presented in March 2022. Britigan asked if the list included only those projects reviewed or all the projects submitted. Stepek answered it includes all projects that were submitted. If any project is missing, let KATS know.

PUBLIC TRANSPORTATION UPDATES

Janssen reported the Kalamazoo County Transportation Authority (KCTA)/ Central County Transportation Authority (CCTA) board met December 13, 2022 to discuss the tragic shooting incident that occurred throughout the Kalamazoo Transportation Center Area on November 27, 2021. The weight of the incident was expressed during the meeting. Security plans in place were discussed. The meeting brought attention to the severe trauma experienced by victims, witnesses, and staff. Some bus drivers have quit making the bus driver shortage worse. Overall, bus drivers responded appropriately by closing bus doors and having riders duck to the floor. One bus driver transported a victim to the hospital in a bus. Metro's national union brought in grief counselors. Earl Cox, President of the Amalgamated Transit Union contacted a Chaplain who was onsite within 15 minutes to assist with shock and fear. Sympathies go out to the shooter who was a troubled individual as well as his family who is also challenged by the event. The shooter was killed by Kalamazoo Public Safety who arrived at the scene within 2 minutes. In the aftermath of the incident, Metro is forming a task force to develop both short-term and long-term plans moving forward. Drouin asked if Metro Connect services Mattawan and Paw Paw. Henderson responded Van Buren Public Transit services Paw Paw. Call them to schedule pick-up and drop-off. Transit Authorities cross over county boarders for legal and medical reasons with service to the Battle Creek Veteran's Administration Hospital on Tuesdays and Thursdays.

EXECUTIVE DIRECTOR'S REPORT

Steppek elaborated in addition to the memo included in the meeting materials, Fiscal Year 2021 Obligated Project Report and Fiscal Year 2021 Transportation Improvement Program Modification Summary reports are available on the katsmpo.org website. Invitations will be forthcoming for KATS 101 Training and Timesheet Training which will be held via Zoom in January 2022. The KATS fiscal year-end 2021 financial audit is complete.

NEW BUSINESS

No new business was brought forth.

PUBLIC COMMENTS

Selden of Bike Friendly Kalamazoo invited attendees to Bike Week May 7, 2022 – May 14, 2022. Kalamazoo Bicycle Club will host its annual presentation of Bike Camp. Results of the bike and pedestrian safety enforcement program conducted by the Office of Highway Safety and Planning and the Michigan State Police were presented at the community-wide Bike Program Steering Committee meeting held on December 1, 2021. Citations and warnings were issued to both motorists and bicyclists for violation of traffic laws. The successful program will be repeated. Selden

thanked KATS Staff, the Policy Committee, and Technical Committee for advances in non-motorized progress over the past year.

MEMBER COMMENTS

Britigan representing the City of Parchment thanked members for the nomination as Policy Committee Treasurer, accepts the nomination, and looks forward to the role.

Herringa reported Portage Road in the City of Portage will be closed the weekend of December 18, 2021 for a temporary pedestrian bridge installation over Portage Road so workers can traverse from the parking area to Pfizer's expansion project.

Heiny-Cogswell thanked members for the Vice-Chair appointment. Oshtemo Township has been significantly impacted by the COVID pandemic this week as two staff members tested positive, a family member of an employee died recently due to complications from the virus, and two other employee family members are severely ill with COVID. Oshtemo Township will again require masks in offices and are expected to close township customer service next week due to insufficient staffing.

Heppler announced that after several years of trying, the Michigan Department of Transportation (MDOT) awarded the Village of Augusta an \$830,000 grant to replace the Washington Street bridge in 2024. Heppler appreciates partnership with MDOT, the Road Commission of Kalamazoo County, and area townships. The village 5-year rolling road replacement plan is being reviewed including plans to replaced Augusta Drive. Related to Selden's comments on bicyclist and motorist traffic violation enforcement, Heppler stated the importance of enforcement, engineering, and education.

Olson stated the Village of Vicksburg Christmas parade was a success. The downtown project is almost done. Roads are open. Street lights are being installed and traffic lights should be back up near the first of the year.

Joshi appreciates assistance from everyone as her first year as the City of Galesburg City Manager is wrapping up.

Johnson reported the Road Commission of Kalamazoo County (RCKC) was busy with cleanup after recent damaging strong winds. Johnson gave a shout-out to all first responders that assisted including firefighters, law enforcement, and 911 central dispatch. RCKC is proud and appreciative to be a recipient of the 2021 Branch Award from the American Public Works Association for the Sprinkle Road project.

Thompson thanked members for another term as Chair and thanked Britigan for accepting the Treasurer nomination.

ADJOURNMENT

Following a motion by Drouin and a second by Johnson, Chair Thompson adjourned the December 15, 2021 Policy Committee Meeting at 9:40 a.m.

Next Meeting: Wednesday, January 26, 2022 - 9:00 a.m.