

# KALAMAZOO AREA TRANSPORTATION STUDY POLICY COMMITTEE

Minutes of the March 30, 2022 Meeting

## CALL TO ORDER

The March 30, 2022 Policy Committee Meeting was called to order at 9:01 a.m. at Kalamazoo Metro, by Chairperson Randy Thompson.

## INTRODUCTIONS

Introductions were made by all present.

## ROLL CALL

Meeting attendance was recorded on the sign-in sheet.

## MEMBERS PARTICIPATING

Curt Aardema	Central County Transportation Authority
Rob Britigan, Treasurer	City of Parchment
Marsha Drouin	Richland Township
John Gisler	Kalamazoo County
Libby Heiny-Cogswell, Vice Chair	Oshtemo Township
Robert Henderson	Van Buren Public Transit
Jeff Heppler	Village of Augusta
Lisa Imus	Village of Lawton
Martin Janssen	Kalamazoo County Transportation Authority
Carl Keller	Village of Vicksburg
Greg Kinney	Van Buren County Road Commission
Judy Lemon	City of Galesburg
Tracy Locey	Brady Township
Sherine Miller	Kalamazoo Township
Ryan Minkus	Road Commission of Kalamazoo County
Pete Pfeiffer	Michigan Department of Transportation, TSC
Chris Praedel	City of Kalamazoo
Brian Sanada	Michigan Department of Transportation, rep Planning
Paul Schinariol	Van Buren County
Jeff Sorensen	Cooper Township
Paul Sotherland	KATS Citizens Advisory Committee
Randy Thompson, Chair	Comstock Township
Don Ulsh	Schoolcraft Township
Jerry VanderRoest	Charleston Township

## MEMBERS ABSENT

Carol Daly	Village of Mattawan
William Joseph	Village of Paw Paw
Nick Loeks	Texas Township
Terry Urban	City of Portage

## OTHERS PARTICIPATING

Bill Adams	Village of Vicksburg/Bike Friendly Kalamazoo
Elizabeth Rumick	Kalamazoo Area Transportation Study
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

Sorensen moved, and it was duly seconded by Heppler, ***“to approve the agenda of the March 30, 2022 Policy Committee Meeting.”*** MOTION CARRIED.

## PUBLIC COMMENTS

Bill Adams, retired President of the Village of Vicksburg encouraged and recommended municipalities to apply for mini-grants available through Bike Friendly Kalamazoo (BFK) to improve the quality of life in communities. 20 thousand dollars in mini grants awarded to the Village of Vicksburg was used for bike safety light giveaways and the purchase and installation of bike racks. The deadline for spring mini-grant applications is April 2, 2022. For more information contact Adams at 269-823-2492 or go the Bike Friendly Kalamazoo website.

## CONSENT AGENDA

- ACCEPTANCE OF THE TREASURER’S REPORT
- ACCEPTANCE OF THE TECHNICAL COMMITTEE REPORT (MARCH 10, 2022)
- ACCEPTANCE OF THE SOUTHCENTRAL MICHIGAN PLANNING COUNCIL REPORT
- APPROVAL OF THE MINUTES FROM THE FEBRUARY 23, 2022 MEETING

Sorensen moved, and it was duly seconded by Janssen, ***“to accept and approve the items on the Consent Agenda.”*** MOTION CARRIED.

## RESOLUTIONS OF SUPPORT FOR FY 2025 LOCAL BRIDGE PROGRAM APPLICATIONS FROM THE ROAD COMMISSION OF KALAMAZOO COUNTY

Stepek provided information that the eight resolutions of support are included in your packet. The resolutions are for the FY 2025 Local Bridge Program call for projects. Traditionally, Kalamazoo Area Transportation Study (KATS) provides support each year. Minkus added the Road Commission of Kalamazoo County (RCKC) applies for bridge funding annually. This is a competitive process. Most of the applications are for preventative maintenance. Mentioning Cooper Township’s interest in a letter of support, Sorensen asked if the letters of support applied to townships and when applications are due. Minkus responded RCKC attempts to include townships; they are due April 4, 2022. Heppler added the KATS resolution of support for the Village of Augusta Washington Street bridge was beneficial.

Sorensen moved, and it was duly seconded by Heiny-Cogswell, ***“to approve the Resolutions of Support for FY 2025 Local Bridge Program Applications from the Road Commission of Kalamazoo County.”*** MOTION CARRIED.

#### **FISCAL YEAR 2022 UNIFIED PLANNING WORK PROGRAM AMENDMENT**

After pointing out the amendment is included in the meeting materials, Stepek explained that since Kalamazoo Area Transportation Study adopts the Unified Planning Work program several months prior to the start of the Fiscal Year, we have traditionally amended our budget mid-year. This amendment is an update and reallocation of funds. Key points of the amendment:

- The amendment does not add revenue, it is a reallocation of the already approved.
- Due to changes in accounting standards, our lease needs to show depreciation. This is shown as a new item in Appendix 4.
- A new table has been added titled “Estimated Program Revenue Expense Allocation” to better show how each of the budget tables add up to the total budget.

Sorensen moved, and it was duly seconded by Heppler, ***“to approve the Fiscal Year 2022 UNIFIED PLANNING WORK PROGRAM AMENDMENT.”*** MOTION CARRIED.

#### **DRAFT FISCAL YEAR 2023 UNIFIED PLANNING WORK PROGRAM**

Stepek provided information on the Draft Fiscal Year 2023 Unified Planning Work Program (UPWP) included in the meeting packet. The UPWP has been out for public engagement since the beginning of the month. This represents the budget and work activities for FY 2023, starting October 1, 2022.

Items of note for FY 2023:

- The new Bipartisan Infrastructure Bill requires a portion of our FHWA Planning funding be used towards Complete Streets Planning (2.5%). KATS already accomplishes this task through our normal activities; however, it is now itemized within the FY 2023 UPWP.
- The Bipartisan Infrastructure Bill also recommends a Complete Streets Implementation Plan. KATS Staff will work with MDOT, FHWA, and the Technical Committee on the development of a compliant plan.
- KATS is starting a non-motorized count program and has included funding to purchase non-motorized counter(s). KATS will work with the Technical Committee to establish the program.
- Overall, KATS is receiving a 17% increase in funding for FY 2023. KATS will likely see a minor change for FY 2024 once new urbanized population data is released

KATS Staff will evaluate and incorporate any comments we receive. Adoption of the FY 2023 UPWP is anticipated at the April Policy Committee meeting.

#### **DRAFT FISCAL YEAR 2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM PROJECT LIST**

Referring to the list in the packet, Stepek stated this latest draft is made up of all projects including transit, local, and Michigan Department of Transportation (MDOT). KATS will host a public open house on the Transportation Improvement Program draft at Metro in Kalamazoo on April 19, 2022. Later this week, Stepek will email a link to the new MDOT statewide transportation program portal where comments can be submitted digitally. The draft will be posted to the katsmpo.org website next week. The full TIP document and project list will be out for public engagement the month of April. KATS Staff will then evaluate and incorporate any comments we receive. It will then be an action item at our May committee meetings.

## CONTRIBUTED SERVICES FISCAL YEAR-TO-DATE THROUGH FEBRUARY 2022

Steppek explained a summary of the fiscal year to date contributed services is included in the packet for your review. Steppek reminded attendees to continue to submit timesheets to KATS.

## POLICY COMMITTEE ATTENDANCE

Steppek reported meeting attendance is attached for your review. Let us know of any corrections. Steppek reminded members that after missing three meetings a row, an agency becomes an inactive member and must attend two consecutive meetings to be reinstated.

## PUBLIC TRANSPORTATION UPDATES

Aardema reported the Central County Transportation Authority (CCTA)/Kalamazoo County Transportation Authority (KCTA) boards met last month and reviewed the annual report and summarized 2021 initiatives. The amount of the KCTA millage approved by voters in November 2021 was confirmed at .3124 mils. Metro Connects contractor Apple Bus sold the business to a new owner. Discussions are in place for a smooth transition while most employees will remain the same. The Metro fixed route bus service hours are expanding. The Western Michigan University (WMU) transit contract is up for rebidding. Metro hope to continue servicing WMU routes. Metro is combating the challenge of skyrocketing diesel fuel costs for its buses. Janssen added Metro Public Transit driver appreciation day was March 18, 2022 and recognizes the important role they play.

## EXECUTIVE DIRECTOR'S REPORT

Steppek elaborated in addition to the memo included in the meeting materials, the Non-Motorized 101 class will be held at the Road Commission of Kalamazoo County, 3801 E. Kilgore Road, tomorrow, March 31, 2022 at 10:00 a.m. featuring Steppek and Bruce Kadzban from the Michigan Department of Transportation, along with others. Let Steppek or Minkus know if you would like the link to the program. Topics will include the nonmotorized funding processes of the Transportation Alternatives Program and the Local Agency Program. Steppek announced the February 25, 2022 birth of Yelena Hazel Mickelson, daughter of KATS Senior Planner Megan Mickelson.

## NEW BUSINESS

VanderRoest reported American Rescue Plan Act (ARPA) funds are currently being distributed to Kalamazoo County. VanderRoest asked attendees for help in obtaining American Rescue Plan Act (ARPA) funds by submitting a letter of support to the county by the deadline of April 15, 2022. VanderRoest also requested agencies contact Kalamazoo County Commissioners to discuss how funds would be used to enhance infrastructure and roads. Sorensen and Steppek clarified a letter of support from KATS could be written stating support of additional funds that benefit the KATS Metropolitan Transportation Plan.

Sorensen moved, and it was duly seconded by VanderRoest, ***“to agree to send a letter of support for additional funds to the local road system and any activities that support implementation of the KATS Metropolitan Transportation Plan.”*** MOTION CARRIED.

Minkus elaborated the Road Commission of Kalamazoo County (RCKC) submitted four applications to Kalamazoo County for these ARPA funds. One was for \$5 million dollars for the local road network to all local townships in the county that VanderRoest was referring to. A second application was for the primary road system. The last two applications were for emergency worker pay and lost revenue. Steppek responded the letter of support should state support for additional money to the local road system and any activities that support implementation of the metropolitan transportation plan.

Heiny-Cogswell reiterated concern expressed in an earlier email to RCKC that their application for Non-Motorized funding is narrow and excludes some components of Oshtemo Township's local Non-Motorized plan.

## **PUBLIC COMMENTS**

No public comments were made.

## **MEMBER COMMENTS**

Aardema, as an airport board member, related the airport is working to get flights back to normal by offering new service and flights. Aardema encouraged attendees to use the Kalamazoo airport for their travel needs. Similar to Metro, the airport is facing the issue of the high cost of fuel.

Gisler reported Kalamazoo County appointed Alvin Gray as the first Director of Diversity Equity and Inclusion. Gray began March 7, 2022. The Kalamazoo County Board of Commissioners appointed Kevin Catlin from Boone County, Illinois, as the new County Administrator. Catlin is expected to begin in May. The new five-story Kalamazoo County Justice Facility construction is on budget and on schedule.

VanderRoest reported work on Exit 92 in Charleston Township is underway. VanderRoest thanked members for support.

Heppler announced the Village of Augusta continues progress with its five-year roll out for roads. Contractors have been selected and work will be underway when the weather allows.

Praedel reported the City of Kalamazoo Miller Road project from Emerald to Sprinkle is underway. The Parkview Avenue project started March 21, 2022. Delays can also be expected with the Stadium Drive project that is underway. Kinney asked when the Stadium Drive project would be completed. Completion is anticipated to be in November.

Minkus reported the Road Commission of Kalamazoo County (RCKC) weight restrictions may be removed next week. The board approved local road contracts for townships and the Village of Climax. Minkus thanked the main office and all townships for American Rescue Plan Act (ARPA) fund resolutions and reminded members to turn in resolutions if they have not yet done so. The RCKC Non-Motorized 101 class is tomorrow as previously mentioned. In addition to the other speakers, RCKC will make a brief presentation on their Non-Motorized route map that was approved in November 2021. Gisler congratulated RCKC on another wonderful annual report that was released. Minkus thanked Gisler and elaborated the report came out yesterday and will be sent out to Township Supervisors soon.

Sorensen invited attendees to the Kalamazoo County Chapter of the Michigan Township Association annual golf outing on June 17, 2022. The annual banquet will be held November 10, 2022 at Four Points on Cork Street.

Heiny-Cogswell reported Oshtemo Township is coordinating with the Road Commission of Kalamazoo County (RCKC) on the Parkview Avenue project to include nonmotorized and sewer upgrades. Oshtemo contracted with HRC for the nonmotorized work. Oshtemo Township supports RCKC's road funding application but would like to reiterate a request to focus on a more expanded Non-Motorized application. An application will be submitted soon to the Michigan Department of Natural Resources trust fund to pave one section of The Fruit Belt Trail. The township met with the

Michigan Department of Transportation rail to work through Amtrak issues on the south section of the Drake Road nonmotorized trail from KL Avenue to Stadium Drive.

Carl Keller reported the Village of Vicksburg infrastructure project is in the final stretch with anticipated completion at the end of May. Upgrades to Oswalt Park will be completed by the end of May. McKenzie Bakery is opening downtown in mid-April.

Lemon reported seeing new signage at Ft. Custer State Park that no e-bikes are allowed.

**ADJOURNMENT**

There being no further business, Chairperson Thompson adjourned the meeting at 9:43 a.m.

*The next meeting of the Kalamazoo Area Transportation Study Policy Committee will be held on Wednesday, April 20, 2022 at 9:00 a.m.*

Approved 4/20/22 (er)