



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: December 14, 2022
SUBJECT: POLICY COMMITTEE MEETING
WEDNESDAY, DECEMBER 21, 2022 - 9:00 A.M.
METRO

The Kalamazoo Area Transportation Study Policy Committee will be meeting on Wednesday, December 21, 2022 at 9:00 a.m. at Metro. The following materials are included in the meeting packet:

1. Agenda for the December 21, 2022 Meeting
2. Informational Memorandum
3. Treasurer's Reports
4. Technical Committee Reports
5. Southcentral Michigan Planning Council Reports
6. Draft Minutes of the October 26, 2022 Meeting
7. Transportation Improvement Program Amendments

**KALAMAZOO AREA TRANSPORTATION STUDY
POLICY COMMITTEE MEETING**

December 21, 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 REPORTS
 - b. ACCEPTANCE OF THE TECHNICAL COMMITTEE REPORTS
 - c. ACCEPTANCE OF THE SOUTHCENTRAL MICHIGAN PLANNING COUNCIL REPORTS
 - d. APPROVAL OF THE MINUTES FROM THE OCTOBER 26, 2022 MEETING
8. FY 2023-2026 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS
(ENCLOSURE) (ACTION)
9. POLICY COMMITTEE OFFICER ELECTIONS **(ACTION)**
10. PUBLIC TRANSPORTATION UPDATES
11. EXECUTIVE DIRECTOR'S REPORT
12. NEW BUSINESS
13. PUBLIC COMMENTS
14. MEMBER COMMENTS
15. ADJOURNMENT

Next Meeting: Wednesday, January 25, 2023, 9:00 am

Information Memo

TO: Kalamazoo Area Transportation Study Policy Committee
FROM: Steve Stepek, AICP, Executive Director
DATE: December 14, 2022
SUBJECT: Information on the Policy Committee Agenda for the December 21, 2022 Meeting

Here is information on the Policy Committee agenda items.

8. Fiscal Year 2023-2026 Transportation Improvement Program Amendments

There are eight recommended amendments to the Transportation Improvement Program on your agenda.

Job number 216404 is a change in the scope and work category, moving from a crush and shape to a one course asphalt overlay. The location and limits are also adjusted. This job is programmed by the Rural Task Force.

Job number 209467 is a change in the length of the project.

Job number 209414 is a right-of-way phase for signal upgrades across the region.

Job number 216414 is a change in the scope and work category, moving from a crush and shape to a one course asphalt overlay. The location and limits are also adjusted. This job is programmed by the Rural Task Force.

Job number 206675 is a decrease in 5311(Rural) operating funding for the CCTA.

Job number 217845 is a new addition for the CCTA. It is for the purchase of replacement buses.

Job number 216407 is a change in the scope and work category, moving from a crush and shape to a one course asphalt overlay. The location and limits are also adjusted. This job is programmed by the Rural Task Force.

Job number 200567 is an adjustment to the budget and scope of the project. This is to better align with planned school construction.

KATS Staff and the Technical Committee recommend approval of the proposed TIP amendments.

9. Policy Committee Officer Elections

The Nomination Subcommittee will present candidates for the 2023 Officer positions.

14. Executive Directors Report

- With the start of FY 2023, please continue sending your contributed service timesheets to KATS.
- The FY 2022 Audit is completed.
- The new Census Urbanized Area information is tentatively scheduled for release on December 29, 2022.

KALAMAZOO AREA TRANSPORTATION STUDY
Policy Committee Meeting November 30, 2022

TREASURER'S REPORT

Beginning Balance of Checking as of October 1, 2022	\$217,354.08
Receipts	13,721.00
Checks	-48,904.06
Payroll	-23,367.57
Ending Balance of Checking as of October 31, 2022	<u>\$158,803.45</u>

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 October 31, 2022 ACTUAL VERSUS BUDGET

	FY2023 UPWP	Actual FYTD 10/31/22 8.3%	Over(Under) Budget	YTD % of Budget
<u>PERSONNEL COST</u>				
Annual Salaries	371,436.87	13,578.36	(357,858.51)	3.66%
Total Fringe Expense	174,409.83	17,589.05	(156,820.78)	10.08%
<u>DIRECT COST</u>	65,045.81	6,130.58	(58,915.23)	9.43%
<u>INDIRECT COST</u>				
Services and Equipment	53,669.42	191.99	(53,477.43)	0.36%
Operating Costs	55,704.50	673.47	(55,031.03)	1.21%
Total Indirect Costs	<u>109,373.92</u>	<u>865.46</u>	<u>(108,508.46)</u>	<u>0.79%</u>

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

#K3267 Kalamazoo Area Transportation Study

Cover Letter (S193)	
Check Date :	10/21/2022-1
Period Range :	10/06/2022 TO 10/19/2022
Week Number :	Week #42

As we move swiftly towards Year End, please be aware that we will be sending out the Year End information by email near the end of Oct. This email will help make the Year End for efficiently and accurately. Please be sure to read it closely and follow the instructions.

Payroll Totals:

Checks

<i>Total Regular Checks</i>	0	0.00	
<i>Total Direct Deposits</i>	7	8503.91	
<i>Total Manual Checks</i>	0	0.00	
<i>Total 3rd Party Checks</i>	0	0.00	
<i>Total Void Checks</i>	0	0.00	
Total Net Payroll	0 Items		8503.91
<i>Total Billing Impound</i>		68.07	
<i>Total Agency Checks</i>	2	1429.02	
<i>Total Agency Checks DD</i>	0	0.00	
<i>Total Agency Checks Void</i>	0	0.00	
<i>Total Tax Deposit Checks</i>	Tax deposit to be made by BASIC Payroll LLC		
Sum of Checks			10001.00
Total of Checks Printed	2 Items		
Total Tax Liability		3265.86	
Total Workers Comp Liability		0.00	
Total Payroll Liability		13266.86	
Total Direct Deposits		8503.91	
Total Debited From Account			11837.84

NEXT PERIOD DATES

Check Date: 11/04/2022 Week 44
Period Begin: 10/20/2022
Period End: 11/02/2022
Call In Date: 11/02/2022 Week 44

Payroll rep: Harmison Laura

#K3267 Kalamazoo Area Transportation Study

Cover Letter (S193)	
Check Date :	11/04/2022-1
Period Range :	10/19/2022 TO 11/01/2022
Week Number :	Week #44

As we move swiftly towards Year End, please be aware that we will be sending out the Year End information by email near the end of Oct. This email will help make the Year End for efficiently and accurately. Please be sure to read it closely and follow the instructions.

Payroll Totals:

Checks

Total Regular Checks	0	0.00
Total Direct Deposits	7	8553.36
Total Manual Checks	0	0.00
Total 3rd Party Checks	0	0.00
Total Void Checks	0	0.00
Total Net Payroll	0 Items	8553.36
Total Billing Impound		68.07
Total Agency Checks	2	1429.02
Total Agency Checks DD	0	0.00
Total Agency Checks Void	0	0.00
Total Tax Deposit Checks	Tax deposit to be made by BASIC Payroll LLC	
Sum of Checks		10050.45
Total of Checks Printed	2 Items	
Total Tax Liability		3284.58
Total Workers Comp Liability		0.00
Total Payroll Liability		13335.03
Total Direct Deposits		8553.36
Total Debited From Account		11906.01

NEXT PERIOD DATES

Check Date: 11/18/2022 Week 46
Period Begin: 11/03/2022
Period End: 11/16/2022
Call In Date: 11/16/2022 Week 46

Payroll rep: Harmison Laura

KALAMAZOO AREA TRANSPORTATION STUDY
Policy Committee Meeting December 21, 2022

TREASURER'S REPORT

Beginning Balance of Checking as of November 1, 2022	\$158,803.34
Receipts	67,325.60
Checks	-74,589.14
Payroll	-23,880.17
Ending Balance of Checking as of November 30, 2022	\$127,659.63

If there are any questions regarding this report, please do not hesitate to contact me.

Robert D. Britigan III, CPM®
Treasurer, Kalamazoo Area Transportation Study
rbritigan@parchment.org
269-217-0120

BUDGET COMPARISON - FYTD November 30, 2022 ACTUAL VERSUS BUDGET

	FY2023 UPWP	Actual FYTD 11/30/22 16.7%	Over(Under) Budget	YTD % of Budget
<u>PERSONNEL COST</u>				
Annual Salaries	371,436.87	47,682.56	(323,754.31)	12.84%
Total Fringe Expense	174,409.83	32,162.20	(142,247.64)	18.44%
<u>DIRECT COST</u>				
	65,045.81	20,176.04	(44,869.77)	31.02%
<u>INDIRECT COST</u>				
Services and Equipment	53,669.42	740.61	(52,928.81)	1.38%
Operating Costs	55,704.50	2,903.97	(52,800.53)	5.21%
Total Indirect Costs	109,373.92	3,644.58	(105,729.34)	3.33%

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

#K3267 Kalamazoo Area Transportation Study

Cover Letter (S193)	
Check Date :	11/18/2022-1
Period Range :	11/02/2022 TO 11/15/2022
Week Number :	Week #46

The Year End Letters have been sent by email to all clients. Please be sure to read it and take any action needed. If you have not recieved it, please contact your Payroll Support Specialist to provide you another copy!

Payroll Totals:

Checks

Total Regular Checks	0	0.00
Total Direct Deposits	7	8602.83
Total Manual Checks	0	0.00
Total 3rd Party Checks	0	0.00
Total Void Checks	0	0.00
Total Net Payroll	0 Items	8602.83
Total Billing Impound		68.07
Total Agency Checks	2	1429.02
Total Agency Checks DD	0	0.00
Total Agency Checks Void	0	0.00
Total Tax Deposit Checks	Tax deposit to be made by BASIC Payroll LLC	
Sum of Checks		10099.92
Total of Checks Printed	2 Items	
Total Tax Liability		3303.26
Total Workers Comp Liability		0.00
Total Payroll Liability		13403.18
Total Direct Deposits		8602.83
Total Debited From Account		11974.16

NEXT PERIOD DATES

Check Date: 12/02/2022 Week 48
Period Begin: 11/17/2022
Period End: 11/30/2022
Call In Date: 11/30/2022 Week 48

Payroll rep: Harmison Laura

#K3267 Kalamazoo Area Transportation Study

Cover Letter (S193)	
Check Date :	12/02/2022-1
Period Range :	11/16/2022 TO 11/29/2022
Week Number :	Week #48

The Year End Letters have been sent by email to all clients. Please be sure to read it and take any action needed. If you have not recieved it, please contact your Payroll Support Specialist to provide you another copy!

Payroll Totals:

Checks

<i>Total Regular Checks</i>	0	0.00
<i>Total Direct Deposits</i>	7	8553.42
<i>Total Manual Checks</i>	0	0.00
<i>Total 3rd Party Checks</i>	0	0.00
<i>Total Void Checks</i>	0	0.00
Total Net Payroll	0 Items	8553.42
<i>Total Billing Impound</i>		68.07
<i>Total Agency Checks</i>	2	1429.02
<i>Total Agency Checks DD</i>	0	0.00
<i>Total Agency Checks Void</i>	0	0.00
<i>Total Tax Deposit Checks</i>	Tax deposit to be made by BASIC Payroll LLC	
Sum of Checks		10050.51
Total of Checks Printed	2 Items	
Total Tax Liability		3284.46
Total Workers Comp Liability		0.00
Total Payroll Liability		13334.97
Total Direct Deposits		8553.42
Total Debited From Account		11905.95

NEXT PERIOD DATES

Check Date: 12/16/2022 Week 50
Period Begin: 12/01/2022
Period End: 12/14/2022
Call In Date: 12/14/2022 Week 50

Payroll rep: Harmison Laura

Technical Committee Report

TO: Kalamazoo Area Transportation Study Policy Committee

FROM: Steven Stepek, AICP, Executive Director

DATE: November 23, 2022

SUBJECT: Technical Committee Report

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

STATUS REPORTS

TRANSIT and ROADS-

Transit. Metro's Comprehensive Operations Analysis (COA) is coming down to its final days. On December 12, 2022 and December 13, 2022 COA presentations will be made to the Central County Transportation Authority Board. Two public meetings are scheduled on December 12, 2022 for 3:00 p.m. – 5:00 p.m. and 6:00 p.m. – 8:00 p.m. Stakeholder meetings will be held December 13, 2022. Change is coming to the transit system. Although some changes may be perceived as having negative impact on service, the changes are positive. Changes will be gradually rolled out anywhere from six months to over a year. Planning includes route changes, communication to public, and to agencies for bus stop relocation or additional bus stops, different transfer points, and introduction of Microtransit on-demand service.

ROADS-

Michigan Department of Transportation (MDOT). The I-94 Portage Road project has one lane open each way on Portage Road. Opening of the westbound ramp at Sprinkle Road has been delayed again until November 21, 2022 due to cement shortages and work force availability. MDOT is preparing for winter.

City of Kalamazoo. Projects are mostly finished for the year. Remaining restoration and lead service replacements ahead of next year's capital projects are underway. The city is gearing up for 2023 projects.

City of Portage. Bid letting dates for the Shaver and Portage Road projects are forthcoming. Open bids for 2023 Local Streets came in \$500,000 less than engineer estimates and 25 percent less than costs earlier this year. The City is getting ready for the kickoff meeting for the 2024 Portage Road from Romence Road to Fairfield Road project. Portage is updating Capital Improvement Program program costs.

Road Commission of Kalamazoo County (RCKC). The 12th Street Safety Project and the 24th Street/AB Avenue Safety Projects were bid. Preconstruction meetings are being scheduled. Tree removal is planned for 2022 with most of the work to follow in 2023. The Sprinkle Road north to I-94 project will be in the December bid letting. The Sprinkle over Springbrook Bridge Project came in at 5.89 percent of engineer estimates. The Parkview and Almema Safety Projects will be in the January letting. The TU/23rd Intersection Safety Project, Douglas Avenue, and W Avenue projects have a targeted April-May 2023 submittal with November bid and work to start in 2024. Squires Road and

MN Avenue projects target a December 2023 letting. On November 8, 2022, the RCKC Board approved the 2023 Budget, Capital Improvement Plan, and latest version of the Construction Guidelines. County maps are available at today's meeting. Schultz discussed the impact of the Parkview 11th and 12th Street project on bus routes.

LAND USE/PLANNING AND ZONING-

Village of Vicksburg. The Village is updating its Master Plan.

City of Portage. The City of Portage is updating the Comprehensive Plan. Stakeholder meetings and meetings with local developers will be held. Public kickoff events will be scheduled. This is an 18-month process with a draft plan anticipated in 2024. The City of Portage is also updating the 5-year Parks and Open Space plan. A draft plan is available for public viewing and comments on the website.

Technical Committee Report

TO: Kalamazoo Area Transportation Study Policy Committee

FROM: Steven Stepek, AICP, Executive Director

DATE: December 14, 2022

SUBJECT: Technical Committee Report

The Technical Committee met December 8, 2022 at 9:30 a.m.

STATUS REPORTS

TRANSIT and ROADS-

Transit. Metro's Comprehensive Operations Analysis (COA) is moving toward the recommendation phase. On December 12, 2022 at 11:30 a.m., the consultant will present findings at the public board meeting. Public meetings are scheduled on December 12, 2022 at 3:00 p.m. and 6:00 p.m. An abundance of public comment is anticipated. The proposed changes to routes, bus stops, and microtransit will be gradually phased in potentially over several years with continued outreach. Early in 2023, Metro Staff will begin to develop an implementation plan for the recommendations. A stakeholder meeting will take place on December 13, 2022 at 9:00 a.m. This will be a working group of business owners, non-profits, social agencies, and township officials.

ROADS-

Oshtemo Township. Phase One of the sewer project is progressing. This includes eight miles of sewer lines.

Village of Augusta. Planning is ongoing for next year's extensive water main replacement project on the southside of the village. Several roads will be taken out to install the new water mains, with new roads installed on top. Plans are underway for the 2024 bridge project.

City of Kalamazoo. The Patterson bridge deck rehab replacement project is slated for the end of February. The city is in winter maintenance mode. Signs are being finished up on Whites Road and Westnedge Avenue. Engagement continues on the Kalamazoo Avenue project. Other projects are in design preparing for going out for bid.

Road Commission of Kalamazoo County (RCKC). The Sprinkle Road and I-94 project came in at 5% under estimates. A couple projects will be in the January letting. Tree work is being completed at 12th Street and 24th Street. 2024 projects are under design.

Michigan Department of Transportation (MDOT). Current configurations are expected to remain the same over winter on the I-94 Portage Road project. The US-131 Schoolcraft mill and overlay project will be in the February letting.

Village of Lawton. The M-40 milling project was let at the beginning of November and came in 9.99 percent over. Construction on this project will begin in early spring. Street scape and utility work is scheduled for 2024.

LAND USE/PLANNING AND ZONING-

Comstock Township. Soil Friends Hard Cider Company challenges continue. A Deputy will be present at tonight's Planning Commission meeting.

Oshtemo Township. Discussion, meetings, and outreach are underway for consideration of Prairies Golf Course rezoning. Related master plan updates are being carefully considered. A special Planning Commission meeting was held December 8, 2022.

City of Kalamazoo. As all commercial zoning districts in the city have been updated, the new commercial rezoning map will be released by the end of the year. The city is seeking to hire an assistant city planner.

Kalamazoo County. Many calls are being fielded on Pictometry. Most people need to perform a hard refresh on their browser to access the updated aerals. Pictometry training is available upon request.

Michigan Department of Transportation (MDOT). Brian Stark will start December 12, 2022 as the new Rural Task Force coordinator.



The Metropolitan Planning Organization for the Greater Kalamazoo Area

5220 Lovers Lane, Suite 110

Portage, MI 49002

269-343-0766

info@KATSmpo.org

TO: Southcentral Michigan Planning Council Board
FROM: Steven Stepek, KATS Executive Director
DATE: December 12, 2022
SUBJECT: Southcentral Michigan Planning Council Report

During the months of October and November 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 October and November Rural Task Force (RTF) monthly meetings
- Continued to work with Rural Task Force and Small Urban eligible agencies to resolve programming issues and answer questions on procedures
- Worked on scheduling meetings of the full Rural Task Force #3 and Hastings Small Urban Task Force to consider and approve requests for changes to approved projects
- Generated materials for, attended and produced draft minutes for the November 7 Rural Task Force #3 and November 30 Hastings Small Urban Task Force meetings
- Updated the SMPC website's Transportation page to reflect changes to the Rural Task Force program approved at the November 7 meeting, including draft minutes and the most current approved project list (Transportation Improvement Program)
- Completed 2022 PASER data collection and quality assurance
- Attended MDOT's online Rural Task Force Federal Aid Buyout Meeting. The purpose of the meeting was to inform local agencies of the procedures for exchanging rural federal funding for state funds
- Attended the November Transportation Asset Management Council online meeting
- Uploaded most 2022 PASER ratings to the Transportation Asset Management Council

Anticipated future activities include:

- Updating and entering project data in JobNet for the 2023 - 2026 Transportation Improvement Programs as project data sheets are submitted or as otherwise needed
- Scheduling and facilitating public meetings for consideration and approval of Rural Task Force and Small Urban changes to the 2023 – 2026 Transportation Improvement Program as needed.
- Creating Road Condition reports for Region 3 counties and uploading to the SMPC website's Transportation page
- Begin work on scheduling 2023 PASER ratings

KALAMAZOO AREA TRANSPORTATION STUDY POLICY COMMITTEE

DRAFT Minutes of the October 26, 2022 Meeting

CALL TO ORDER

The October 26, 2022 Policy Committee Meeting was called to order at 9:02 a.m. at Metro in Kalamazoo, by Treasurer Rob Britigan in Chairperson Thompson's stead.

INTRODUCTIONS

Introductions were made by all present.

ROLL CALL

Meeting attendance was recorded on the sign-in sheet.

MEMBERS PARTICIPATING

Curtis Aardema	Central County Transportation Authority
Rob Britigan, Treasurer	City of Parchment
Marsha Drouin	Richland Township
John Gisler	Kalamazoo County
Jeff Heppler	Village of Augusta
Lisa Imus	Village of Lawton
Martin Janssen	Kalamazoo County Transportation Authority
Joanna Johnson	Road Commission of Kalamazoo County
Greg Kinney	Van Buren County Road Commission
Judy Lemon	City of Galesburg
Tracy Locey	Brady Township
Pat McGinnis	City of Portage
Sherine Miller	Kalamazoo Township
Chris Praedel	City of Kalamazoo
Pete Pfeiffer	Michigan Department of Transportation, TSC
Jeff Sorensen	Cooper Township
Paul Sotherland	KATS Citizens Advisory Committee
Don Ulsh	Schoolcraft Township
Jerry VanderRoest	Charleston Township

MEMBERS ABSENT

Jeff Franklin	Michigan Department of Transportation, Planning
Tim Frisbie	Village of Vicksburg
Libby Heiny-Cogswell	Oshtemo Township
Robert Henderson	Van Buren Public Transit
Nick Loeks	Texas Township

OTHERS PARTICIPATING

Ryan Minkus	Road Commission of Kalamazoo County
Fred Nagler	Kalamazoo Area Transportation Study

Dennis Randolph
Elizabeth Rumick
Steve Stepek
Randy Thompson, Chair
Ali Townsend

City of Kalamazoo
Kalamazoo Area Transportation Study
Kalamazoo Area Transportation Study
Comstock Township
Kalamazoo Area Transportation Study

CHANGES OR ADDITIONS TO THE AGENDA

Stepek would like to add to the New Business section of the meeting nomination of a new Kalamazoo Area Transportation Study Citizen Advisory Committee member. Additionally, guest Traffic Engineer Dennis Randolph from the City of Kalamazoo will update attendees and answer questions regarding City of Kalamazoo traffic. Britigan summarized these two items will be number 16 A and number 16 B on the agenda, respectively.

APPROVAL OF THE AGENDA

Heppler moved, and it was duly seconded by Johnson, **“to approve the agenda of the October 26, 2022 Policy Committee Meeting noting that two additional items will be discussed under New Business.”** MOTION CARRIED.

PUBLIC COMMENTS

No citizens’ comments were made.

CONSENT AGENDA

- ACCEPTANCE OF THE TREASURER’S REPORTS
- ACCEPTANCE OF THE TECHNICAL COMMITTEE REPORTS
- ACCEPTANCE OF THE SOUTHCENTRAL MICHIGAN PLANNING COUNCIL REPORTS
- APPROVAL OF THE MINUTES FROM THE SEPTEMBER 28, 2022 MEETING

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

FY 2023 – 2026 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS

Stepek explained the proposed amendments are included in the meeting packet. Stepek noted the updated list of amendments. KATS Staff and Technical Committee recommends approval of the proposed amendments.

Aardema moved, and it was duly seconded by Janssen, **“to approve the FY 2023-2026 Transportation Improvement Program Amendments.”** MOTION CARRIED.

2023 SAFETY PERFORMANCE MEASURES

Stepek explained the performance measures are included in the packet. Annually, as part of the required federal performance measures, Kalamazoo Area Transportation Study (KATS) is asked to either develop its own safety targets for the coming calendar year or to support the state targets. In previous years, KATS has chosen to support the state targets. It was noted these are measures not goals. Johnson thanked Stepek for providing matrix data on the KATS Metropolitan Planning Organization region. In response to Johnson’s inquiry, Stepek responded the MPO level data mirrors state trends. Stepek answered in response to Britigan’s question, if we do not meet the measure we would be required to spend at least what the state was spending on the measure in 2008-2009. The

state is already spending at least that amount or more for every measure. Janssen and Heppler commented about how the three E's: Engineering, Education, and Enforcement impact safety. Johnson, Gisler, Praedel, and McGinnis discussed other crash data as well as their respective municipality patrol deputy staffing levels. The Technical Committee recommended supporting the state safety targets at their October 13, 2022 meeting. Staff recommends that the Policy Committee adopt the state targets as documented and authorize the Chair to sign the Resolution of Support for 2022 Safety Targets on behalf of the Policy Committee.

Heppler moved, and it was duly seconded by Sorensen, **"to approve adoption of the 2023 State Safety Performance Measures and to authorize the Chair to sign the Resolution of Support."** MOTION CARRIED.

2023 POLICY COMMITTEE MEETING SCHEDULE

Referring to the schedule included in the packet, Stepek added that the schedule proposes continuation of the traditional last Wednesday of the month and 9:00 a.m. meeting day and time.

Johnson moved, and it was duly seconded by Janssen, **"to approve the Kalamazoo Area Transportation Study 2023 Policy Committee Meeting Schedule."** MOTION CARRIED.

2023 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENT SCHEDULE

Stepek stated the TIP Amendment schedule is included in the packet for your information. Although this is the official amendment approval schedule, Kalamazoo Area Transportation Study Staff are able to add additional amendments if needed.

CONTRIBUTED SERVICES FISCAL YEAR 2022

Stepek pointed out City of Parchment time sheets found in a spam email folder were added. The final contributed service for fiscal year 2022 has been cut off for the Kalamazoo Area Transportation Study's fiscal year ending September 30, 2022. We collected more than double the required match for the year and appreciate all participating agencies that turned in time sheets. This serves as a reminder to please continue strong participation by turning in time sheets for our fiscal year 2023 which began on October 1, 2022.

NOMINATION SUBCOMMITTEE FOR KATS OFFICERS

Stepek explained Kalamazoo Area Transportation Study (KATS) has a Subcommittee to assist with obtaining KATS Officers. This group solicits volunteers to run for the one-year officer terms. Officers are nominated at the December meeting for terms that begin January 1 every year. Officer positions include Chair, Vice-Chair, and Treasurer. Current officers are welcome to serve another year. Sorensen and Ulsh volunteered to serve on the Nomination Subcommittee for KATS Officers.

McGinnis moved, and it was duly seconded by Johnson, **"to approve nomination of Don Ulsh and Jeff Sorensen for the Subcommittee for Kalamazoo Area Transportation Study Officers."** MOTION CARRIED.

PUBLIC TRANSPORTATION UPDATES

Aardema reported Ron Holcum is a new board member for Kalamazoo County Transportation Authority (KCTA). Metro's Comprehensive Operational Analysis (COA) consultant will be presenting recommendations December 12, 2022. Microtransit may potentially serve areas of Kalamazoo County that have less fixed route buses. The governance update continues. An outside consultant was hired to suggest best practices on the structure of the joint Central County Transportation Authority (CCTA)/KCTA board. Metro's Youth Mobility program is progressing well. The program operates in partnership with the Foundation for Excellence and the Kalamazoo Public Schools. It offers free bus passes to a limited number of Kalamazoo Public High School students for transportation to and from jobs or after school activities. Metro's new security staff member at the Kalamazoo Transportation Center (KTC) is a very successful addition. Monthly safety reports are distributed. Metro's goal is to keep the KTC as safe as possible. Staffing levels are trending toward pre-COVID levels. Similarly, bus routes are functioning at near pre-COVID levels. The trend of rising ridership on buses is expected to continue.

EXECUTIVE DIRECTOR'S REPORT

In addition to what was reported in the memo included in the meeting materials, Stepek highlighted the Metropolitan Planning Organization area will receive about \$1.6 million dollars in the annual redistribution of obligation authority. With the new Bipartisan Infrastructure law adopted during 2022, local agencies were not able to spend all their transportation authority. The Michigan Department of Transportation is therefore giving more obligation authority this year to local agencies. Our region would need about \$4-\$5 million dollars to come closer to the federal required 75/25 project cost split. Therefore, no Transportation Improvement Program (TIP) amendments are expected from the additional funds. The Kalamazoo Area Transportation Study (KATS) TIP Subcommittee including KATS, the Road Commission of Kalamazoo County, the Cities of Kalamazoo, Portage, and Parchment met. It was decided to use the funds for projects that have already been obligated in fiscal year 2023. Some of the funds will be allocated to Metro transit to assist in the cost increase of buses from the contracted \$109,000 to \$179,000. The remainder of the funds will be split equally between the City of Kalamazoo Whites Road project and the City of Portage Portage Road project. Johnson asked for clarification on the projects being in fiscal year 2023. Stepek concurred adding that since we are already in fiscal year 2023, the best way to spend the money is to use it on projects that are ready to go rather than add a project that may not be obligated. In response to Britigan, Stepek added, the funds have to be obligated this year, meaning the feds have promised to pay that amount. The funds do not need to be spent this year. Stepek responded to Aardema's inquiry that the City of Portage Portage Road project is in front of the Pfizer facility.

NEW BUSINESS

Britigan reiterated there are two items of New Business. The first one is a recommendation to appoint James Justice to the Kalamazoo Area Transportation Study Citizen Advisory Committee. Justice's application was distributed for review.

Sorensen moved, and it was duly seconded by Johnson, **“to approve nomination of James Justice to the Kalamazoo Area Transportation Study Citizen Advisory Committee.”** MOTION CARRIED.

Britigan stated the second item of New Business is to welcome Dennis Randolph, City of Kalamazoo Traffic Engineer, to discuss the city's traffic and answer any questions. Randolph distributed a U.S.

Department of Transportation Federal Highway Administration Vulnerable Road User Safety Assessment Guidance packet. Randolph elaborated that the three E's: Engineering, Education, and Enforcement are important to safety. Street configuration in the City of Kalamazoo has decreased lane width which has been shown to decrease speed. Sixty-percent of all crashes are speed-related. Kalamazoo has eliminated traffic lanes, added marked bike lanes, and added pedestrian signs in an attempt to decrease vehicle speed. The City of Kalamazoo obtained a \$250,000 grant for traffic signal optimization. The study will begin in 2023 with hopes of improved signal progression. Further discussion ensued.

PUBLIC COMMENTS

No citizens' comments were made.

MEMBER COMMENTS

Sotherland, Kalamazoo Area Transportation Study Citizens Advisory Committee, voiced praise he has received for the Kalamazoo region's infrastructure overall, not just related to non-motorized progress, including engineering, planning and implementation. Sotherland pleaded that striping and signs be installed before a road project is deemed complete. This would assist with the Education portion of the three E's to guide people through an area.

Praedel thanked Randolph for the presentation. The City of Kalamazoo Kalamazoo Avenue two-way conversion update will be forthcoming in the next couple of weeks. Parkview is open. The preliminary reduction in speed on Westnedge and Park is a significant 4.8 miles-per-hour. Praedel thanked jurisdictions who assisted and supported the City of Kalamazoo during the funeral of Public Safety Officer Christian Smith.

McGinnis, City of Portage, reiterated the importance of regional traffic signal optimization. Optimization should cross city limits and efforts between jurisdictions should be coordinated.

Aardema commented students from the University of Notre Dame performed a traffic analysis for a class project on a Sunday morning on Michigan Avenue in the City of Kalamazoo. One car was clocked on radar at 82 miles-per-hour. Multiple cars were traveling over 70 miles-per-hour, well in excess of the posted speed limit. As a member of the Kalamazoo/Battle Creek International Airport board, Aardema reported new air service on Avelo Airlines direct to Orlando begins today. Due to clean-up issues from Hurricane Ian, Avelo was told to delay service into Ft. Myers. Avelo will begin direct flights to Ft. Myers later this season or next winter.

VanderRoest reminded attendees of the November 8, 2022 election. The Charleston Township building is undergoing construction for an addition and remodeling. It currently has no heat. Meetings have been taking place in the parking lot. Electricians, plumbers, and other contractors are working to hopefully finish by election day.

Heppler announced the Village of Augusta 2024 bridge project engineering is underway. The Village is working on a water main project but finding delays of up to 50 weeks in obtaining pipe.

Kinney announced the Van Buren County Road Commission (VBCRC) Managing Director is leaving in February 2023. VBCRC is looking to fill the position which requires a candidate live within 60 miles of the Van Buren County Line.

Britigan, City of Parchment, reminded attendees to vote November 8, 2022.

Sorensen thanked the Road Commission of Kalamazoo County, and cooperation of the City of Kalamazoo, and the City of Parchment for assistance in completion of the water main pipe project in Cooper Township. This restoration project began with a phone call in July 2018 regarding residents that had PFAS in their water. Sorensen expressed happiness and thankfulness for completion. Invitations to the Michigan Township Association banquet were sent. Let Sorensen know if you did not receive an invitation and would like to attend.

Ulsh, Schoolcraft Township, asked what will happen with Sprinkle Road traffic now that the Kalamazoo Regional Educational Service Agency (KRESA) broke ground on the new career and technical center. Johnson of the Road Commission of Kalamazoo County stated it will be very busy. Aardema noted it is a City of Kalamazoo road. Randolph added that the City of Kalamazoo has gone through the site plan planning process with the developer. Johnson reiterated the importance of ensuring adjacent jurisdictions work together on projects.

Janssen mentioned traffic has been backing up recently on the Sprinkle Road roundabout south of I-94. Pfeiffer can follow-up on any information from the Michigan Department of Transportation Kilgore office.

Johnson reported the Road Commission of Kalamazoo County (RCKC) has 18 projects to finish up across the county, weather permitting. RCKC permanently closed the TS Avenue bridge between 29th and 31st streets in Pavilion Township and the 40th Street bridge between W Avenue and X Avenue in Wakeshma Township. RCKC thanks townships for partnering to potentially identify a third bridge to bundle for state rehab funding. Attendees are invited to a public hearing on November 8, 2022 that will include RCKC primary road Capital Improvement Plan and budget guidelines. Feedback or attendance is appreciated. A communication survey has been distributed to identify RCKC preferred communication methods. RCKC team members are currently in winter maintenance training. There are quite a few new staff members, but RCKC is at least 11 people short for winter road maintenance. RCKC is hosting Brakes on Fatalities Day on November 8, 2022. Awards will be presented to young artists aged 3 – 14 years old at 5:00 p.m.

ADJOURNMENT

There being no further business, Treasurer Britigan adjourned the meeting at 10:13 a.m.

The next meeting of the Kalamazoo Area Transportation Study Policy Committee will be held on Wednesday, November 30, 2022 at 9:00 a.m.

What is the TIP?

The Transportation Improvement Program (TIP) is an outline of transportation projects programmed in the Kalamazoo Area Transportation Study (KATS) Planning Area for Fiscal Year (FY) 2023-26. This area includes all of Kalamazoo County and Almena Township, Antwerp Township, Paw Paw Township, Waverly Township, and the Villages of Paw Paw, Lawton, and Mattawan in Van Buren County.

The Metropolitan Planning Area

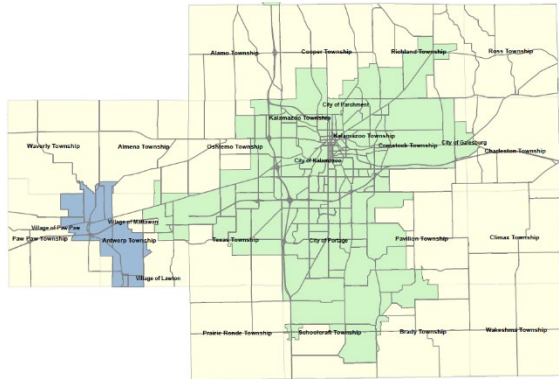


Figure 1: Map of KATS MPO and Urbanized Area

The TIP, as required by federal regulations, addresses all projects proposed to use federal transportation funding within the KATS area. Everyone who lives, works, attends school, visits, or travels through our region is affected by these projects. The TIP responds to the everchanging needs of all users and includes maintenance, public transit, bikeway, sidewalk, bridge, traffic signal, and other projects.

Development of the TIP

The TIP covers a four-year period but is updated every three years to ensure an efficient transition between programs. The program is developed using the continuing, cooperative, and comprehensive planning process with state and

federal transportation agencies, public transit agencies, local governments, and residents. To be included in the TIP, projects must have committed funding and provide project details.

Amending the TIP

KATS regularly amends the TIP to reflect new and changing projects. The KATS staff may approve minor changes, but certain modifications are more significant and require KATS to approve a formal amendment to the TIP. These modifications include:

- Cost changes that exceed percentage thresholds
- Major changes that affect project scope
- Additions and Deletions

The TIP Process

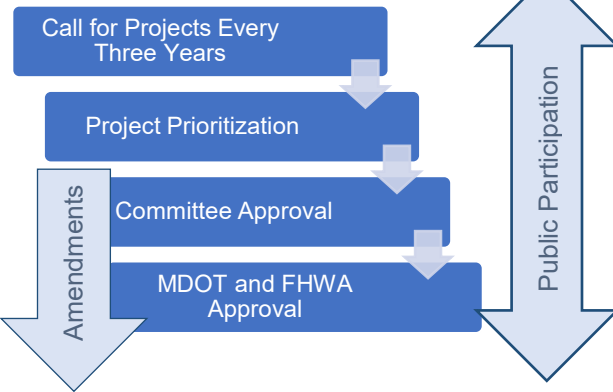
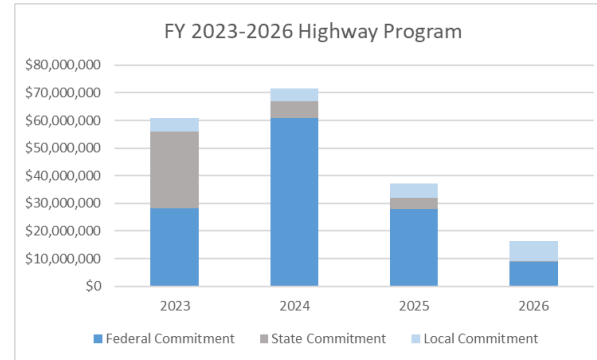
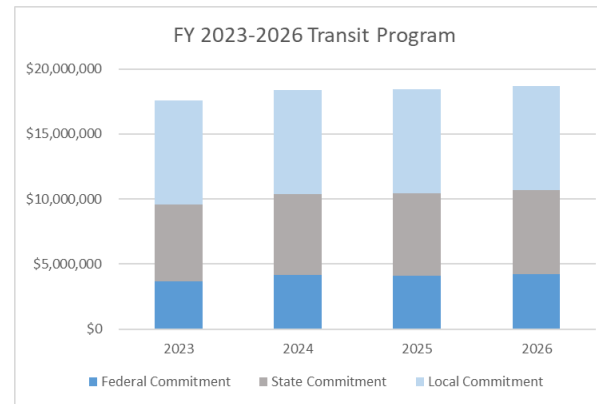


Figure 2: KATS Transportation Improvement Process

The Metropolitan Transportation Plan

The Kalamazoo Area Transportation Study also develops the region's long-term Metropolitan Transportation Plan (MTP). The MTP covers more than 20 years of planning efforts and must be updated every four years. The short-range projects included in the TIP must be consistent with the long-range planning efforts included in the MTP.



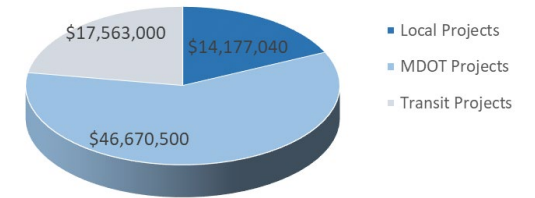
Charts above represent funding at TIP adoption.

For more information visit www.KATSmpo.org

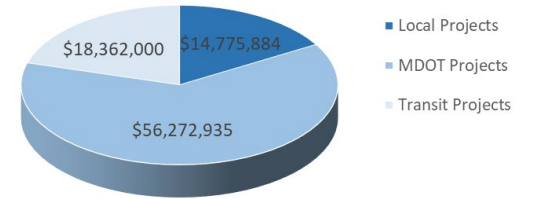
Public notice of public involvement activities and time established for public review and comments on the Transportation Improvement Program (TIP) will satisfy the Program of Projects (POP) requirements for the following grantees: The Kalamazoo County Transportation Authority, the Central County Transportation Authority and Van Buren Public Transit.

FY 2023-2026 TIP Fiscal Constraint

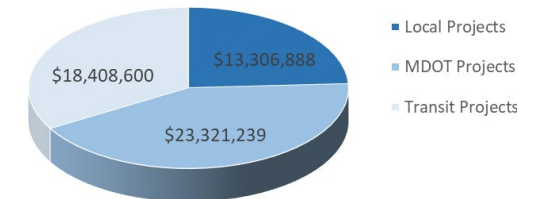
2023 Total Commitments



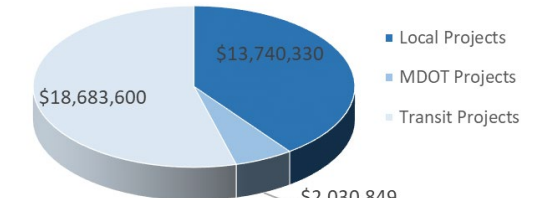
2024 Total Commitments



2025 Total Commitments



2026 Total Commitments



Kalamazoo Area Transportation Study
FY 2023-2026 Transportation Improvement Program
December 2022 Amendments (12/21/22)

Fiscal Year	Job Number	Phase	Responsible Agency	Project Name	Limits	Primary Work Type	Project Description	Federal Cost	State Cost	Local Cost	Total Phase Cost	Amendment Type	Comments	Total Project Cost
2024	216404	CON	Kalamazoo County	Mercury Dr	MN Avenue to E. Michigan and 42nd Street to Mercury Drive	Road Capital Preventive Maintenance	One Course Asphalt Overlay	\$656,500	\$289,989	\$0	\$946,489	Scope Work Subcategory Change		\$1,183,489
2023	209467	CON	MDOT	I-94	I-94 @ Exit 56	Traffic Safety	Wrong Way movement prevention at freeway par-clo ramps	\$21,019	\$2,335	\$0	\$397,026	Scope Construction Length Change		\$448,812
2023	209414	ROW	MDOT	Regionwide	M43 @ 9TH, M43 @ BERKLEY, M96 @ M96	Traffic Safety	Modernizing signalized intersection to current standards	\$10,000	\$0	\$0	\$50,000	Budget over 24%		\$4,325,848
2026	216414	CON	Kalamazoo County	Douglas Ave	D Avenue to B Avenue	Road Capital Preventive Maintenance	One Course Asphalt Overlay	\$702,500	\$79,000	\$175,625	\$957,125	Scope Work Subcategory Change		\$1,197,125
2023	206675	NI	Central County Transportation Authority	Transit Operating	Areawide	3000-Operating Assistance	5311 Operating	\$33,706	\$33,706	\$0	\$67,412	Budget over 24%		\$67,412
2023	217845	NI	Central County Transportation Authority	Transit Capital	Areawide	SP1101-<30 foot replacement bus with or without lift	FY23, Section 5307, Bus Purchase <30	\$145,000	\$36,250	\$0	\$181,250	Addition		\$181,250
2025	216407	CON	Kalamazoo County	E G Ave	Gull Road/M-343 to M-96	Road Capital Preventive Maintenance	One Course Asphalt Overlay	\$689,500	\$77,000	\$172,375	\$938,875	Scope Work Subcategory Change		\$1,172,875
2023	200567	CON	Portage	S Westnedge Ave	Melody Avenue to East Centre Avenue	Reconstruction	Roadway Rehab, pedestrian upgrades, storm sewer improvements	\$500,000		\$350,000	\$850,000	Budget over 24%		\$1,062,500