



## 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: April 19, 2023  
SUBJECT: POLICY COMMITTEE MEETING  
WEDNESDAY, APRIL 26, 2023 - 9:00 A.M.  
METRO

The Kalamazoo Area Transportation Study Policy Committee will be meeting on Wednesday, April 26, 2023 at 9:00 a.m. at Metro. The following materials are included in the meeting packet:

1. Agenda for the Meeting
2. Informational Memorandum
3. Treasurer Report
4. Technical Committee Report
5. Southcentral Michigan Planning Council Report
6. Draft Minutes of the March 29, 2023 Meeting
7. Transportation Improvement Program Amendments
8. Fiscal Year 2024 Unified Planning Work Program Link
9. Southcentral Michigan Planning Council Agreement
10. Contributed Services Update

**KALAMAZOO AREA TRANSPORTATION STUDY  
POLICY COMMITTEE MEETING**

April 26, 2023 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 REPORT
  - b. ACCEPTANCE OF THE TECHNICAL COMMITTEE REPORT
  - c. ACCEPTANCE OF THE SOUTHCENTRAL MICHIGAN PLANNING COUNCIL REPORT
  - d. APPROVAL OF THE MINUTES FROM THE MARCH 29, 2023 MEETING
8. FY 2023 – 2026 TRANSPORTATION IMPROVEMENT PROGRAM AMENDMENTS **(ENCLOSURE) (ACTION)**
9. DRAFT FISCAL YEAR 2024 UNIFIED PLANNING WORK PROGRAM [\(LINK\)](#) **(ACTION)**
10. SOUTHCENTRAL MICHIGAN PLANNING COUNCIL AGREEMENT **(ENCLOSURE) (ACTION)**
11. VICE CHAIRPERSON NOMINATION **(ACTION)**
12. CONTRIBUTED SERVICES UPDATE **(ENCLOSURE)**
13. PUBLIC TRANSPORTATION UPDATES
14. EXECUTIVE DIRECTOR'S REPORT
15. NEW BUSINESS
16. PUBLIC COMMENTS
17. MEMBER COMMENTS
18. ADJOURNMENT

**Next Meeting: Wednesday, May 31, 2023, 9:00 am**

Information Memo

**TO:** Kalamazoo Area Transportation Study Policy Committee  
**FROM:** Steve Stepek, AICP, Executive Director  
**DATE:** April 19, 2023  
**SUBJECT:** Information on the Policy Committee Agenda for the April 26, 2023 Meeting

Here is information on the Policy Committee agenda items.

## **8. Fiscal Year 2023-2026 Transportation Improvement Program Amendments**

Due to the number of amendments, I will only highlight a few of the more important amendments. The majority of the amendments represent new projects, primarily MDOT's upcoming safety and preservation programs.

Highlights include:

JN 213167- M-43: This project will resurface M-43 from 10<sup>th</sup> Street and Drake Rd in 2025.

JN 218917- This project represents the RAISE grant the City of Kalamazoo received for planning and design of the downtown street network.

JN 210876 and 216908- M-40: These jobs represent partial reconstruction and preventive maintenance on M-40, from Paw Paw to the north.

As always, we encourage discussion regarding the projects at the meeting. KATS Staff and the Technical Committee recommend approval of the amendments.

## **9. Draft FY 2024 Unified Planning Work Program**

The finalized FY 2024 Unified Planning Work Program is included in your packet as a link. KATS received a few minor comments from MDOT. Those comments were incorporated into the document.

The Unified Planning Work Program represents the work activities and budget for KATS. Highlights for FY 2024 include:

- Inclusion of funding for a Fare Study for Metro.
- Continued use of Contributed Services for match.
- Continued funding for a pedestrian counter.

KATS Staff and the Technical Committee recommend adoption of the FY 2024 Unified Planning Work Program.

## **10. Southcentral Michigan Planning Council Agreement**

This agreement continues the contracted work arrangement with the SMPC for an additional three years, FY24-26. When compared to previous agreements, the only change is the addition of section 6b. The SMPC is looking at potential organizational changes regarding their EDA work and has included this additional clause. KATS Staff does not see an issue with the addition. KATS and the SMPC continue to work well together and are happy with the relationship.

The SMPC adopted the agreement at their March meeting. KATS recommends approval of the agreement.

## **11. Vice Chairperson Nomination**

## Information Memo

With the forthcoming retirement of Libby Heiny-Cogswell, KATS needs a new Policy Committee Vice Chairperson. KATS has appreciated Libby's participation and leadership over the last fifteen years.

Curtis Aardema has volunteered to replace Libby as Vice Chairperson.

### **12. Executive Directors Report**

- Please continue sending your contributed service timesheets to KATS.
- KATS continues to work on our Complete Streets Implementation Plan.
- KATS is beginning the process of updating our website.

# #K3267 Kalamazoo Area Transportation Study

Cover Letter (S193)	
Check Date :	03/10/2023-1
Period Range :	02/22/2023 TO 03/07/2023
Week Number :	Week #10

Welcome to 2023! Please be sure to check local and state laws for minimum wage changes and be sure to forward any tax rate updates to your Payroll Support Specialist as soon as possible. We appreciate your business!

## Payroll Totals:

## # Checks

Total Regular Checks	0	0.00
Total Direct Deposits	7	8775.52
Total Manual Checks	0	0.00
Total 3rd Party Checks	0	0.00
Total Void Checks	0	0.00
<b>Total Net Payroll</b>	<b>0 Items</b>	<b>8775.52</b>
Total Billing Impound		68.07
Total Agency Checks	2	1612.81
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	
<b>Sum of Checks</b>		<b>10456.40</b>
<b>Total of Checks Printed</b>	<b>2 Items</b>	
Total Tax Liability		3357.78
Total Workers Comp Liability		0.00
<b>Total Payroll Liability</b>		<b>13814.18</b>
Total Direct Deposits		8775.52
<b>Total Debited From Account</b>		<b>12201.37</b>

## NEXT PERIOD DATES

Check Date: 03/24/2023 Week 12  
Period Begin: 03/08/2023  
Period End: 03/21/2023  
Call In Date: 03/22/2023 Week 12

Payroll rep: Harmison Laura

**#K3267 Kalamazoo Area Transportation Study**

<b>Cover Letter (S193)</b>	
Check Date :	03/24/2023-1
Period Range :	03/08/2023 TO 03/21/2023
Week Number :	Week #12

Welcome to 2023! Please be sure to check local and state laws for minimum wage changes and be sure to forward any tax rate updates to your Payroll Support Specialist as soon as possible. We appreciate your business!

**Payroll Totals:**

**# Checks**

<i>Total Regular Checks</i>	0	0.00
<i>Total Direct Deposits</i>	7	8474.99
<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** **8474.99**

<i>Total Billing Impound</i>		63.36
<i>Total Agency Checks</i>	0	0.00
<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** **8538.35**

**Total of Checks Printed** **0 Items**

Total Tax Liability	3249.32
Total Workers Comp Liability	0.00
<b>Total Payroll Liability</b>	<b>11787.67</b>
Total Direct Deposits	8474.99

**Total Debited From Account** **11787.67**

**NEXT PERIOD DATES**

Check Date: 04/07/2023 Week 14  
Period Begin: 03/22/2023  
Period End: 04/04/2023  
Call In Date: 04/05/2023 Week 14

**Payroll rep: Harmison Laura**

## Technical Committee Report

TO: Kalamazoo Area Transportation Study Policy Committee

FROM: Steven Stepek, AICP, Executive Director

DATE: April 19, 2023

SUBJECT: Technical Committee Report

The Technical Committee met April 13, 2023 at 9:30 a.m.

### STATUS REPORTS

#### TRANSIT and ROADS-

**Transit.** Temporary bus stops will be put in place for bus routes impacted by construction projects. Additional signage, and maps will also be used. Beginning May 8, 2023, additional service time will be added to three bus routes. Ridership is approximately 60 percent of pre-COVID numbers. Metro hired additional drivers recently. Additional bus route service changes are planned for August 28, 2023. Starting April 17, 2023, Metro will access the Crossroads mall from the east, via Crossroads Drive as opposed to using Martin Luther King Drive on the west side of the mall.

### STATUS REPORTS

#### ROADS-

**Road Commission of Kalamazoo County (RCKC).** The Almena Drive and North 2<sup>nd</sup> Street, and the Parkview Avenue and 11<sup>th</sup> Street/12<sup>th</sup> Street projects are underway. Lake Street is torn up west of the Business Loop for sewer and water work. Work is scheduled to begin this coming week on 12<sup>th</sup> Street. 24<sup>th</sup> Street removals and grading are ongoing. Traffic will be moved to the other side of Sprinkle Road this coming week to allow for work to begin on the east side of Sprinkle Road. Full closure of Sprinkle will occur in May for railroad track repair. A small sewer project is planned on 26<sup>th</sup> Street. Many local projects and chip seals are planned for the summer. Refer to the RCKC website for more information. West W Avenue and Douglas Avenue will be sent in for obligation soon.

**Michigan Department of Transportation.** The I-94 Portage Road project is ongoing. Westbound I-94 ramps from Portage Road will open the first week in May. Concrete paving on westbound I-94 is underway.

**Village of Augusta.** Preparation is underway for the summer water project which will also impact village roads. The 2024 bridge project is being planned.

**City of Kalamazoo.** The West Michigan Avenue resurfacing and minor reconstruction project started last week and is expected to be completed by early July. Major traffic impacts will occur because traffic is reduced to a single lane in each direction. The final phase of last year's Stadium Drive project will wrap up in the next month. It includes planting trees in the grass median and restoration work on the shoulders. Expect lane closures for substantial patching that will begin on Michigan Avenue next week. This project should be wrapped up at the end of May. A traffic signal optimization project on Stadium Drive should be completed in another month. The Patterson Street bridge remains closed. The Whites Road project will be out for bid next month. The

Westnedge Avenue project will be out for bid in summer. Both projects may begin in late 2023 with the majority of the work planned for 2024.

**City of Portage.** The Shaver Road project will be split between 2023 and 2024. Work will begin on May 1, 2023 south of the city limits to Oakland Drive. The Portage Road project from Centre Avenue to Romence Road Parkway will begin June 19, 2023. The South Westnedge Avenue project from Melody Avenue to Centre Avenue for safety, sidewalk, and trail improvements will be in the May bid letting. Construction is expected in 2023. In May, a temporary traffic signal will be put in place on Osterhout Avenue for lift station work. The Cooley Drive reconstruction project will be out to bid soon. Design is underway for a Portage Road project scheduled for 2024. Mill and fill is currently out to bid.

#### **LAND USE/PLANNING AND ZONING-**

**Kalamazoo County.** There is an open position for a Climate Sustainability Coordinator. The County continues work to fully implement the new enterprise ArcGIS environment. Work to digitize the household hazardous waste system is underway.

**City of Kalamazoo.** Commercial Focus Zoning Code updates have been out for three weeks. Public meetings will be held across the city starting next week. Public meetings for the Kalamazoo Avenue project from Harrison to Stewart will be held in late May and early June.





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TO: KATS Policy Committee

FROM: Steven Stepek, KATS Executive Director

DATE: April 17, 2023

SUBJECT: Southcentral Michigan Planning Council Report

During the month of March 2023, 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 March Rural Task Force (RTF) monthly meeting
- Coordinated scheduling and facilitated meeting of the full Rural Task Force #3 to discuss possible changes in the 2023 – 2026 Transportation Improvement Program. The meeting is scheduled for 10:00 a.m. at the Road Commission of Kalamazoo County. Meeting materials are posted on the SMPC website's Transportation page
- Began work on scheduling 2024 Federal Aid PASER rating with Region road agencies
- Continued to work with Rural Task Force and Small Urban eligible agencies to resolve programming issues and answer questions on procedures
- Completed work on 2022 Federal Aid Road Condition Reports for Region 3 counties. Reports are posted on the SMPC website's Transportation page
- Began work on the initial draft of the 2024 Region 3 Transportation Work Program based on the template provided by MDOT. The document will be completed once the final budget for the Asset Management portion is supplied by MDOT in May
- Continued compiling updates to the 2023 Highway Performance Monitoring System (HPMS) segments data from Region road agencies for submission to MDOT

Anticipated future activities include:

- Continued work on the regional coordinated transportation plan as needed
- 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
- Scheduling and performing 2023 PASER ratings in the field
- Completion of 2023 updates to the HPMS segment data and submission to MDOT

# KALAMAZOO AREA TRANSPORTATION STUDY POLICY COMMITTEE

DRAFT Minutes of the March 29, 2023 Meeting

## CALL TO ORDER

The March 29, 2023 Policy Committee Meeting was called to order at 9:03 a.m. at Metro in Kalamazoo, by Chairperson Thompson.

## 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
David Anderson	City of Kalamazoo
Kerry DenBraber	Michigan Department of Transportation, TSC
Marsha Drouin	Richland Township
Jeff Franklin	Michigan Department of Transportation, Planning
John Gisler	Kalamazoo County
Robert Henderson	Van Buren Public Transit
Jeff Heppler	Village of Augusta
Lisa Imus	Village of Lawton
Carl Keller	Village of Vicksburg
Greg Kinney	Van Buren County Road Commission
Tracey Locey	Brady Township
Pat McGinnis	City of Portage
Robin Madaras	City of Parchment
Don Martin	Kalamazoo Township
Paul Sotherland	KATS Citizens' Advisory Committee
Randy Thompson, Chair	Comstock Township
Jerry VanderRoest	Charleston Township
Mark Worden	Road Commission of Kalamazoo County

## MEMBERS ABSENT

Martin Janssen	Kalamazoo County Transportation Authority
Sarah Joshi	City of Galesburg
Jeff Sorensen	Cooper Township
Don Ulsh	Schoolcraft Township

## OTHERS PARTICIPATING

Anthony Ladd	City of Kalamazoo
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Sean McBride  
Megan Mickelson  
Ryan Minkus  
Dennis Randolph  
Elizabeth Rumick  
Paul Selden  
Steve Stepek  
Ali Townsend

Central County Transportation Authority  
Kalamazoo Area Transportation Study  
Road Commission of Kalamazoo County  
City of Kalamazoo  
Kalamazoo Area Transportation Study  
Bike Friendly Kalamazoo  
Kalamazoo Area Transportation Study  
Kalamazoo Area Transportation Study

## CHANGES OR ADDITIONS TO THE AGENDA

There were no changes or additional to the agenda.

## APPROVAL OF THE AGENDA

Heppler moved, and it was duly seconded by Aardema, **“to approve the agenda of the March 29, 2023 Policy Committee Meeting.”** MOTION CARRIED.

## PUBLIC COMMENTS

Selden of Bike Friendly Kalamazoo (BFK) brought samples of bike related literature. Selden encouraged agencies to display the literature or make it available to the public. This year’s annual Bike Week will be held May 13, 2023 through May 20, 2023.

## CONSENT AGENDA

- ACCEPTANCE OF THE TREASURER REPORT
- ACCEPTANCE OF THE TECHNICAL COMMITTEE REPORT
- ACCEPTANCE OF THE SOUTHCENTRAL MICHIGAN PLANNING COUNCIL REPORT
- APPROVAL OF THE MINUTES FROM THE FEBRUARY 22, 2023 MEETING

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

## FISCAL YEAR 2025 CONTRIBUTED SERVICES INCREASE

Stepek explained the contributed service in-kind match is no longer enough to cover the required match. The Finance and Personnel Subcommittee met and agreed to a uniform 15% increase to the amount in the Contributed Services agreements. The current structure has been in place with no increases since 2014. The spreadsheet included in the meeting packet shows Kalamazoo Area Transportation Study (KATS) estimated program revenue, corresponding match needed, and detail by agency. KATS will consider use of cash match in the future since it currently operates about 20 percent under budget due to the in-kind match. The contributed service increase will allow KATS to match the future program for several years.

Aardema moved, and it was duly seconded by Drouin, **“to approve the Contributed Services Increase.”** MOTION CARRIED.

## **DOWNTOWN KALAMAZOO PROJECT UPDATE PRESENTATION**

Randolph provided the downtown Kalamazoo project update in a presentation titled “Kalamazoo Street Redesign Benefit-Cost Analysis: FY2023 Rebuilding American Infrastructure with Sustainability and Equity Discretionary Grant Program (February 28, 2023).” The presentation was emailed to committee members. Four major downtown roadways will be converted from one-way to two-way streets. The multi-year project is intended to reduce speeds, increase safety, and provide more multi modal connections in a regrowing downtown area. The City of Kalamazoo received three grants to fund the project:

- RAISE Grant for \$6 million dollars for final planning and engineering design for Michigan Ave., Lovell, South St., and Stadium Dr.
- Safe Streets for All Grant for \$.7 million dollars for safety planning and pilot project implementation
- Reconnecting Communities Grant for \$12.2 million dollars for reconstruction of Kalamazoo Ave., Douglas Ave., Michikal St., and Michigan Ave.

The City of Kalamazoo with the assistance of consultants, performed Benefit Cost Analysis as required for the grants. Graphs depicted results of the analysis, showing that benefits of the project would exceed the cost within 20 years. Equity impact was also assessed. Heppler reiterated the importance of the three E’s: engineering, education, and enforcement to combat traffic safety. McGinnis thanked Randolph for the presentation. In response to McGinnis’s inquiry, Randolph discussed more details about the RAISE Grant. Randolph explained to Sotherland, traffic condition data before and after the project will be gathered and compared. In response to VanderRoest’s inquiry, Randolph stated traffic light optimization will be tweaked. Gisler asked if the city anticipates an increase in the number of bicyclists upon completion of the project. Information on the number of bicyclists currently riding on downtown streets will be gathered over the summer. Aardema provided information that he has seen this type of project have very successful results in small towns all the way up to big cities. Aardema asked if transit accommodations are part of the project. Randolph stated transit will be considered during the design process and will be addressed during public engagement in May. Aardema pointed out the importance of dedicated transit routes from the university to downtown. McBride echoed Aardema that transit routes from Western Michigan University to downtown would be of great significance and value. McBride voiced concern about operating the 30 Metro buses on an hourly basis from 6:00 a.m. to midnight during the construction. McBride pointed out the importance of maintaining Metro’s uninterrupted operation during the project. Drouin asked how increasing the number of cross intersections downtown will increase safety. Randolph explained that roundabouts won’t fit in most intersections downtown unless buildings are torn down. Experimental “Free-For-Alls” where pedestrians have the right-of-way in all directions may be utilized.

## **DRAFT FISCAL YEAR 2024 UNIFIED PLANNING WORK PROGRAM**

The FY 2024 Unified Planning Work Program is available via the link on the agenda or the [katsmpo.org](http://katsmpo.org) website. Please review and submit any comments to KATS by April 5, 2023.

The Unified Planning Work Program represents the work activities and budget for KATS. Highlights for FY 2024 include:

- Inclusion of funding for a Fare Study for Metro.
- Continued use of Contributed Services for match.
- Continued funding for a pedestrian counter.

## **PUBLIC TRANSPORTATION UPDATES**

Aardema reported the Kalamazoo Area Transportation Study (KATS) Policy Committee Kalamazoo County Transportation Authority (KCTA) representative Martin Janssen has taken a new job out of the state. The board is working on a replacement representative. Metro's Comprehensive Operational Analysis (COA) final draft plan has been issued. There will be changes to the bus system and an introduction of Microtransit as a result of the COA. The Central County Transportation Authority (CCTA)/KCTA board governance is operating with a new structure to improve overall operation, increase efficiency and productivity of the board. Four subcommittees operate within the joint CCTA/KCTA board. The KCTA board is seeking to fill three seats.

## **EXECUTIVE DIRECTOR'S REPORT**

As Randolph pointed out, Stepek summarized a lot of money is coming into the Kalamazoo area. Funding requests are available from the U.S. Senate Congressionally Directed Spending (the new earmarks). There has been a lot of interest in grant writing from agencies. As a result, Kalamazoo Area Transportation Study (KATS) has been assisting with grant applications and working on letters of support for multiple agencies so they can apply for additional funds. As reported in the memo, The Michigan Infrastructure Council is hosting regional workshops. There is a link to sign up as well as a public input survey. Let KATS Staff or Chair Thompson know if you are interested in serving as KATS Policy Committee Vice-Chair since Libby Heiny-Cogswell will be retiring. Let Stepek know if you are interested in the KATS 101 Training Course. Anderson asked if the new earmark requests require support from Senator Mark Huizenga. Stepek responded they do not. Stepek agreed we have not gotten a positive response from Huizenga in support of transportation related earmarks. Aardema added the importance of following-up to ensure dialogue continues with Huizenga and his constituents. McBride met recently with Huizenga who said he was not going to participate this year, but to keep an open mind for next year. With Stabenow's retirement, funding may be lost. Members agreed that KATS Staff should extend an invitation to Huizenga or his district representative to visit or attend a meeting. Stepek reminded members that the new Bipartisan Infrastructure law is shifting to more grant money than in the past and it is a long, arduous process.

## **NEW BUSINESS**

No new business was brought forth.

## **PUBLIC COMMENTS**

Selden of Bike Friendly Kalamazoo applauded the City of Kalamazoo for its effort in making downtown Kalamazoo more walkable, bikeable, and safe. The deadline to submit the application for the Bike Booster Mini-Grant is April 2, 2023. The grant can be used to fund the purchase of bike racks, fix-it stations, bike light, and bike lock giveaways.

## **MEMBER COMMENTS**

Aardema pointed out that Jackson, Michigan successfully converted downtown one-way streets to two-way streets.

Franklin agreed with Aardema's comment on the favorable result of Jackson's street conversion.

McGinnis recently returned from the National Cities Conference in Washington D.C. and spent some time in Huizenga's office. Huizenga's local representatives would entertain an invitation.

Heppler reported the Village of Augusta is now a Trailhead Town. The Village continues to look at linking trails to surrounding areas. A \$2 million dollar water project with corresponding road construction is planned for the summer.

Gisler reported the announcement of plans for a downtown Kalamazoo Event Center on land owned by Kalamazoo County. The center will be entirely privately funded and will pay taxes. Gisler invited attendees to his April 10, 2023 meeting at The Crew Family Restaurant at 3810 East Cork Street from 8:30 a.m. to 9:30 a.m. Lake Effect Group, a cannabis company, owner Jevin Weyenberg will speak at the meeting.

Worden stated the Road Commission of Kalamazoo County (RCKC) Sprinkle Road project from I-94 to Kilgore Road will begin April 3, 2023. The road will be completely closed to traffic during the two-three weeks of Amtrak Railroad upgrades. The Lake Street project from the Business Loop to Olmstead will begin next week. Check the RCKC website for construction updates and the notice of informational meetings on projects. All meetings are recorded and available on the website.

VanderRoest reported Charleston Township adopted their budget. At least half of the budget is going toward roads.

DenBraber from the Michigan Department of Transportation provided an update on the I-94 at Portage Road project. Paving of westbound I-94 is underway. Portage Road ramps remain closed with no opening date yet. Ramps are being paved now. The south wall is being installed. The project may last through the summer. In response to Heppler's inquiry, DenBraber responded that the M-89 mill and fill project will be done this summer.

Thompson reported a Comstock Township water project on 33<sup>rd</sup> Street from M-96 to G Avenue is underway. Staff are expected to move into the new Township facility in August.

## ADJOURNMENT

There being no further business, Chairperson Thompson adjourned the meeting at 10:32 a.m.

*The next meeting of the Kalamazoo Area Transportation Study Policy Committee will be held on Wednesday, April 26, 2023 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**

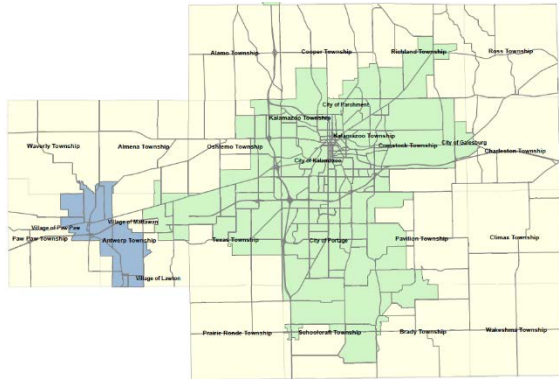


Figure 1: Map of KATS MPO and Urbanized Area

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**

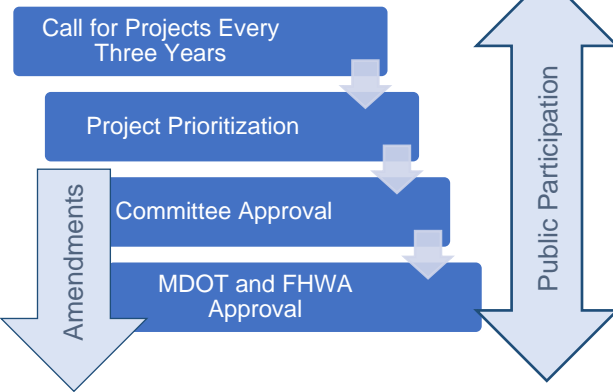
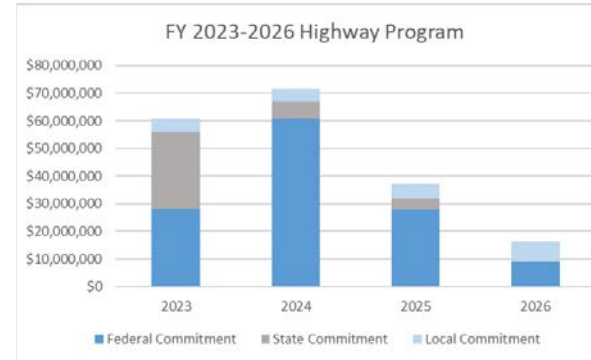
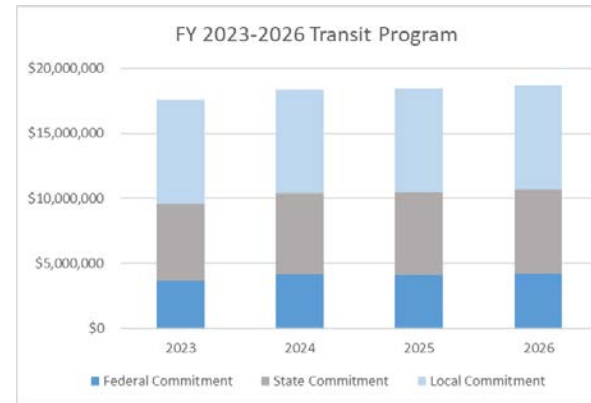


Figure 2: KATS Transportation Improvement Process

**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.



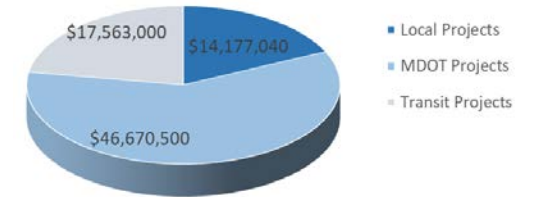
Charts above represent funding at TIP adoption.

For more information visit [www.KATSmpo.org](http://www.KATSmpo.org)

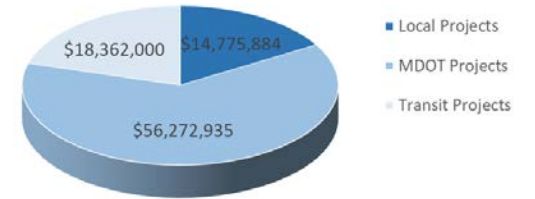
**Public notice of public involvement activities and time established for public review and comments on the Transportation Improvement Program (TIP) will satisfy the Program of Projects (POP) requirements for the following grantees: The Kalamazoo County Transportation Authority, the Central County Transportation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

**FY 2023-2026 TIP Fiscal Constraint**

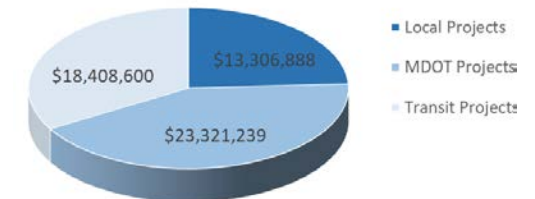
**2023 Total Commitments**



**2024 Total Commitments**



**2025 Total Commitments**



**2026 Total Commitments**



Kalamazoo Area Transportation Study  
FY 2023-2026 Transportation Improvement Program  
April 2023 Amendments (4/26/23)

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
2025	218205	CON	Kalamazoo	E Gull St	Gull Street, Str #4674, over the Kalamazoo River, City of Kalamazoo	Bridge CPM	Bridge Preventative Maintenance	\$259,200	\$48,600	\$16,200	\$324,000	Addition		\$405,000
2023	210876	ROW	MDOT	M-40	South of 24th Avenue	Reconstruction	Culvert Replacement and Road Reconstruction	\$16,370	\$3,630	\$0	\$40,000	Addition		\$3,480,993
2024	216908	CON	MDOT	M-40	M-40 and M-40 segments north of Paw Paw	Road Capital Preventive Maintenance	Crack Seal, Chip Seal and Fog Seal	\$1,118,536	\$248,032	\$0	\$3,689,000	Addition		\$3,790,000
2025	211815	CON	MDOT	M-51	M-43, M-51	Traffic Safety	Durable all-weather markings with centerline and shoulder corrugations	\$143,442	\$15,938	\$0	\$578,000	Scope Construction Length Change		\$661,963
2023	207367	CON	MDOT	Regionwide	All trunkline routes of KATS MPO	Traffic Safety	Special pavement marking application on trunklines in Southwest Region	\$87,210	\$9,690	\$0	\$510,000	Abandoned		\$10,000
2025	213167	CON	MDOT	M-43	West Main between 10th Street and Drake Road	Road Capital Preventive Maintenance	Mill and One Course Hot Mix Asphalt Overlay	\$844,978	\$187,372	\$0	\$1,032,350	Addition		\$1,126,200
2025	218211	CON	Van Buren County	Countywide	Various Locations - Van Buren County	Bridge CPM	Bridge Capital Preventative Maintenance	\$362,624	\$67,993	\$22,665	\$453,280	Addition		\$489,200
2026	212013	CON	Kalamazoo County	KRVT Segment 6 Extension	KRVT Segment 6 Eagle Dr & McCollum to M-96 past N 37th St	Roadside Facilities - Improve	Construction of non-motorized path	\$234,935	\$0	\$224,353	\$519,288	Addition		\$649,110
2023	218917	NI	Kalamazoo	W Kalamazoo Ave	City of Kalamazoo, RAISE Grant for Planning and Design	Planning, Research & Design	Planning and Design	\$5,974,694	\$0	\$361,000	\$6,335,694	Addition		\$6,335,694
2024	218784	CON	MDOT	Old 43	W Main, M343, W Main, M-343	Traffic Safety	Installation of Pedestrian Crosswalk Improvements	\$593,526	\$57,704	\$8,243	\$1,119,126	Addition		\$1,274,321
2026	218733	EPE	MDOT	M-40	M-40 from Walmart area northerly to 51st Avenue	Traffic Safety	Vulnerable Road User Road Safety Audit	\$22,500	\$2,500	\$0	\$25,000	Addition		\$25,000
2023	207378	CON	MDOT	Regionwide	All trunkline routes of KATS MPO	Traffic Safety	Pavemt marking retroreflectivity readings on Southwest Region trunklines	\$2,412	\$268	\$0	\$14,101	Budget over 24%		\$14,101
2025	204791	CON	MDOT	I-94 W	12th Street to Westnedge Avenue in Kalamazoo County	Road Capital Preventive Maintenance	Diamond Grinding Concrete Pavement	\$741,004	\$82,334	\$0	\$823,338	Abandoned		\$106,876
2023	218784	PE	MDOT	Old 43	W Main, M343	Traffic Safety	Installation of Pedestrian Crosswalk Improvements	\$82,308	\$8,002	\$1,143	\$155,195	Addition		\$1,274,321
2024	213167	PE	MDOT	M-43	West Main between 10th Street and Drake Road	Road Capital Preventive Maintenance	Mill and One Course Hot Mix Asphalt Overlay	\$76,816	\$17,034	\$0	\$93,850	Addition		\$1,126,200



FY 2023-2026 Transportation Improvement Program

April 2023 Amendments (4/26/23)

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
2025	211812	PE	MDOT	M-43	M-43, M-89	Traffic Safety	Installation of all-weather pavement markings and corrugations	\$1,260	\$140	\$0	\$5,000	Budget over 24%		\$615,000
2024	204883	ROW	MDOT	I-94	East of M-51 to east of M-40 in Van Buren County	Road Rehabilitation	I-94 and M-40 Road and Bridge Work	\$81,850	\$18,150	\$0	\$100,000	Addition		\$73,725,000
2026	211812	CON	MDOT	M-43	M-43, M-89	Traffic Safety	Installation of all-weather pavement markings and corrugations	\$156,252	\$17,361	\$0	\$610,000	Budget over 24%		\$615,000

## **SOUTHCENTRAL MICHIGAN PLANNING COUNCIL**

### **KALAMAZOO AREA TRANSPORTATION STUDY**

#### **AGREEMENT**

This Agreement is made and entered into this date of 30 March 2023 by and between the SOUTHCENTRAL MICHIGAN PLANNING COUNCIL, hereinafter referred to as "SMPC," and the KALAMAZOO AREA TRANSPORTATION STUDY, hereinafter referred to as "KATS," for the purpose of fixing the rights and obligations of the parties in agreeing to participate in a cooperative regional transportation planning process.

#### **RECITALS:**

- A. For the purposes of the Michigan Department of Transportation, hereinafter referred to as "MDOT," Regional Transportation Work Program hereinafter referred to as "WORK PROGRAM," Region 3 consists of the Counties of Barry, Branch, Calhoun, Kalamazoo, and St. Joseph and is represented by SMPC.
- B. SMPC, as a state-recognized regional planning organization, is tasked by the Michigan Department of Transportation (MDOT) to conduct regional transportation planning activities in Region 3.
- C. KATS has extensive transportation planning experience serving as the Metropolitan Planning Organization associated with the Kalamazoo Urbanized Area. SMPC will utilize KATS' expertise in transportation planning to fulfill the MDOT-required transportation planning activities in Region 3 during MDOT fiscal years 2024, 2025, and 2026.
- D. KATS has administered the program during fiscal years 2014 through 2022, and continues to administer the program in fiscal year 2023.

Accordingly, the Southcentral Michigan Planning Council and the Kalamazoo Area Transportation Study agree to the following terms and conditions:

#### **TERMS AND CONDITIONS:**

1. Recitals: The recitals accurately reflect the intent and purpose of this Agreement and are made a part of it.
2. Description of Project:
  - a) KATS will administer and oversee the transportation planning activities required by MDOT in the WORK PROGRAM throughout the region.
  - b) SMPC will oversee and review work performed by KATS, and administer the program.
  - c) SMPC will reimburse KATS for their work using MDOT funding identified in the FY 2024, 2025, and 2026 WORK PROGRAM.

- d) This Agreement will expire at the end of the 2026 Fiscal Year (September 30, 2026).
- e) Payments for work completed in the 2026 Fiscal Year ending September 30, 2026 and invoiced after that date shall be paid to close out the fiscal year.
- f) For each fiscal year, work will not begin until such time as the Southcentral Michigan Planning Council receives written approval of the WORK PROGRAM from the Michigan Department of Transportation.

3. Duties and Responsibilities of SMPC: The duties and responsibilities of SMPC include the following:

- a) Receive and approve or deny the WORK PROGRAM presented by KATS in a timely manner.
- b) Receive and approve or deny invoices submitted by KATS in a timely manner.
- c) Submit required reporting documentation and invoices to MDOT for work outlined in this Agreement in a timely manner.
- d) Receive and distribute funds from MDOT to KATS in accordance with this Agreement.
- e) Conduct a quarterly review of KATS activities and provide feedback on progress.
- f) Conduct minor program administration related to the WORK PROGRAM.

4. Duties and Responsibilities of KATS: The duties and responsibilities of KATS include the following:

- a) Prepare and submit a draft annual transportation planning WORK PROGRAM and budget to SMPC for review and approval no later than July 1 for each upcoming fiscal year.
- b) Conduct all activities in response to requests by SMPC, MDOT, local units of government, and local partners as related to the WORK PROGRAM.
- c) Proactively market the services offered by SMPC in the WORK PROGRAM to local units of government in the region.
- d) Submit progress reports and invoices for payment no less than quarterly to SMPC.
- e) Present reports on activities as needed at SMPC Board meetings.
- f) Prepare the Final Acceptance Report within eighty (80) days of the end of the MDOT Fiscal Year and submit to SMPC for review and submittal to MDOT.

5. Reimbursement:

- a) KATS will submit invoices and progress reports for work performed related to the WORK PROGRAM to SMPC.
- b) Total costs submitted by KATS each fiscal year will not exceed the approved SMPC project authorizations.
- c) SMPC will submit invoices and progress reports for work performed by KATS to MDOT.
- d) MDOT will reimburse SMPC, who will, in turn, reimburse KATS.
- e) To expedite payment to KATS, two of the following SMPC agents will, under typical circumstances, approve invoices and payments within fifteen (15) days of receipt: The Chairperson, Secretary/Treasurer, SMPC Staff or Board Member of SMPC. A report of activities will be presented by SMPC Chairperson or Secretary/Treasurer as needed at SMPC board meetings.

f) SMPC will, under typical circumstances, submit payment to KATS within ten (10) days of receipt of MDOT reimbursement.

6. Opt-Out: SMPC reserves the right to opt-out of the agreement for the reasons enumerated below. Termination of this contract requires a resolution with two-thirds support of the active members of the SMPC board. Termination may not occur sooner than 30 days after formal board action and must occur at the end of a fiscal quarter.

a) Performance

i. If KATS fails to perform the duties described above, SMPC has the option to terminate this contract.

1. SMPC staff and board members will conduct quarterly performance reviews.

2. SMPC will inform KATS of their performance standing.

3. Termination of this contract requires a resolution with two-thirds support of the active members of the SMPC board.

b) Changes in organizational structure

i. If either organization makes significant changes to its structure or management, SMPC may initiate an opt-out.

7. Binding Effect: The obligations of the parties under this Agreement shall bind and inure to the benefit of each party and their respective successors. The parties do not intend to confer any benefits on any person, firm, corporation, or other entity which is not party to this Agreement.

8. Notices: Any notices that may be required under this Agreement shall be in writing and delivered personally, or via first-class mailed, postage fully prepaid and properly addressed to:

*KATS :*        *Randy Thompson, Chairperson*  
5220 Lovers Lane  
Suite 110  
Portage, MI 49001

*SMPC:*        *Vince Carahaly, Chairperson*  
300 South Westnedge Ave  
Kalamazoo, MI 49007

9. Indemnification: As both parties are quasi-governmental entities, each agrees to indemnify and hold each other harmless, including its elected officials, agents, employees, officers and representatives, from all fines, costs, lawsuits, claims, demands and actions of any kind or nature, including reasonable attorney fees, which occur by reason of any wrongful act, negligence or wrongful omission on the part of the other. For purposes of this paragraph, the Counties of Barry, Branch, Calhoun, Kalamazoo and St. Joseph, the Michigan Department of Transportation, Federal Transit Administration, and the Federal Highway Administration are considered included.

10. Compliance with Laws:

- a) KATS shall be governed by the laws of the State of Michigan and compliant with all applicable Federal laws and regulations, as set forth in the Prime Contract.
- b) KATS certifies that it agrees to use the E-Verify system to verify that all persons it hires during the subcontract term are legally present and authorized to work in the United States.

11. Prime Agreement:

- a) KATS shall be governed by all the terms and conditions of the Prime Contract, including any amendments to the original Prime Contract.
- b) In the event of a conflict between the terms and conditions of the subcontract and those of the Prime Contract, the terms and conditions of the Prime Contract shall prevail.

12. Records: Records, including executed subcontracts, are to be maintained for (3) years from the date of final payment to KATS and all other pending matters are closed. The Department or its representative may inspect, copy, scan, or audit the Records at any reasonable time after giving reasonable notice.

13. Certification: KATS agrees that the costs reported to the Southcentral Michigan Planning Council for this Contract will represent only those items that are properly chargeable in accordance with the Prime Contract. KATS also certifies that upon receipt, it will read the Prime Contract terms and will make itself aware of the applicable laws, regulations, and terms of the Prime Contract that apply to the reporting of costs incurred under the terms of the Prime Contract.

KALAMAZOO AREA TRANSPORTATION STUDY

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Its: Chairperson

SOUTHCENTRAL MICHIGAN PLANNING COUNCIL

Dated: 30 March 2023

By:  \_\_\_\_\_

Its: Chairperson

MICHIGAN DEPARTMENT OF TRANSPORTATION

Dated: \_\_\_\_\_

By: \_\_\_\_\_

Its:

Third Party Contribution

Including Traffic Count and Consultant Invoices

KATS FYTD March 2023 (50.0% of Fiscal Year Remaining)

Agency	Agreement	YTD 3/31/23	% Remaining
City of Kalamazoo	\$22,000.00	5,268.73	76.1%
City of Portage	\$22,000.00	26,818.67	-21.9%
Road Commission of Kalamazoo County	\$22,000.00	16,625.40	24.4%
Van Buren County Road Commission	\$10,000.00	2,640.11	73.6%
Kalamazoo County	\$6,000.00	-	100.0%
Western Michigan University	\$6,000.00	-	100.0%
Comstock Township	\$2,000.00	1,606.75	19.7%
Kalamazoo Township	\$2,000.00	-	100.0%
Oshtemo Township	\$2,000.00	1,190.88	40.5%
Texas Township	\$2,000.00	1,738.82	13.1%
City of Galesburg	\$1,200.00	10,200.00	-750.0%
City of Parchment	\$1,200.00	700.00	41.7%
Village of Augusta	\$1,200.00	-	100.0%
Village of Climax	\$1,200.00	-	100.0%
Village of Lawton	\$1,200.00	-	100.0%
Village of Mattawan	\$1,200.00	-	100.0%
Village of Paw Paw	\$1,200.00	-	100.0%
Village of Richland	\$1,200.00	-	100.0%
Village of Schoolcraft	\$1,200.00	-	100.0%
Village of Vicksburg	\$1,200.00	72.00	94.0%
Van Buren County	\$500.00	-	100.0%
Alamo Township	\$100.00	96.00	4.0%
Almena Township	\$100.00	-	100.0%
Antwerp Township	\$100.00	-	100.0%
Brady Township	\$100.00	204.00	-104.0%
Charleston Township	\$100.00	635.26	-535.3%
Climax Township	\$100.00	153.38	-53.4%
Cooper Township	\$100.00	1,418.00	-1318.0%
Pavilion Township	\$100.00	342.63	-242.6%
Paw Paw Township	\$100.00	-	100.0%
Prairie Ronde Township	\$100.00	120.00	-20.0%
Richland Township	\$100.00	532.13	-432.1%
Ross Township	\$100.00	1,511.51	-1411.5%
Schoolcraft Township	\$100.00	180.00	-80.0%
Wakeshma Township	\$100.00	66.00	34.0%
Metro/CCTA	\$20,660.00	22,411.17	-8.5%
Van Buren County Public Transit	\$2,295.00	5,109.76	-122.6%
<b>Totals</b>	<b>\$130,755.00</b>	<b>99,641.20</b>	<b>23.8%</b>