



**KALAMAZOO AREA TRANSPORTATION STUDY
POLICY COMMITTEE MEETING
MINUTES OF JANUARY 21, 2009**

The January meeting of the Kalamazoo Area Transportation Study Policy Committee was called to order at 9:00 a.m. at the Kalamazoo County Road Commission lower level conference room. Meeting attendance was recorded from the sign-in sheet.

MEMBERS PRESENT

Jeff Bither (Vice Chair), Dave Anderson, Karen Hayward, Dave Healy, Rob Heasley, Jack Mekemson, Pete Pfeiffer, Lee Philport, Claudette Reid, Ron Reid, Susan Richardson, Jeff Sorensen, Tom Swiat, Jr., Don Ulsh, Jack Urban, Bob Vlietstra, and Loren Warfield.

MEMBERS ABSENT

Dennis Berkebile, Allan Bussema, Carol Fricke, Libby Heiny-Cogswell, Tim Hudson, and Phyllis Simmons.

OTHERS PRESENT

Lew Bashaw, Jeff Brown, John Byrnes, Paul Ecklund, Joanna Johnson, Michele McGowen, Bill Schomisch, Kathy Schultz, Jon Start and Steve Stepek.

MINUTES OF THE DECEMBER 17, 2008 MEETING

Motion by the Policy Committee, “*to approve the Policy Committee minutes of December 17, 2008.*” Motion approved.

TECHNICAL COMMITTEE REPORT

Jon Start reported on the January 8th Technical Committee meeting. The committee was presented with the draft list of Stimulus II projects to be considered for funding. They heard a status report on the FY 2010 - 2013 Transportation Improvement Program and public transportation. Their next meeting is scheduled for February 12 at 9:00 a.m.

CITIZEN'S COMMENTS

Joanna Johnson informed the committee that there will be an Asset Management Training held at the Kalamazoo County Road Commission on March 31 starting at 9:00 a.m. Handouts outlining the agenda for that training were made available.

WESTERN MICHIGAN UNIVERSITY VOTING MEMBERSHIP

Jon Start presented the Policy Committee with a request from Western Michigan University to have voting membership on the Kalamazoo Area Transportation Study Policy Committee. He noted that some Metropolitan Planning Organizations have universities on their policy boards as voting and some as non-voting members. WMU currently contracts with Indian Trails for bus service on campus only, with their service not being available to the general public. They currently don't receive Act 51 for roads but do maintain their system around campus.

Several of the members noted that WMU is becoming more and more involved in the community and their presence on the KATS Policy Committee would be welcomed. Currently the voting for the Policy Committee is weighted based on population per jurisdiction. It was proposed that WMU receive 1 vote if they become a voting member. It was noted that with the likely future inclusion of part of Van Buren County in KATS, that voting members will grow and that some criteria may need to be developed for handling request in membership from non-governmental groups.

WMU has been involved on the Citizen's Advisory Committee and several members encouraged them to participate on the Technical Committee as well as the Policy Committee. There was discussion about why WMU has not attended the Policy Committee meetings in the past and about their involvement. They wanted to see active participation by the university's representative. Jon Start noted that Greg Rosine would be the representative. Greg is a former MDOT employee.

Motion by the Policy Committee, ***"to make Western Michigan University a non-voting member for the Technical Committee and the Policy Committee."*** Motion failed.

Motion by the Policy Committee, ***"to make Western Michigan University a voting member with one vote on the KATS Policy Committee."*** Motion approved.

Voting membership on the Technical Committee will be examined.

TRANSPORTATION IMPROVEMENT PROGRAM

A list of proposed Stimulus II projects were presented to the Policy Committee. Jon Start noted that MDOT has assured KATS that the I-94 project from Oakland Drive to Lovers Lane would be ready for bid within the 90 day time being proposed under the proposed legislation. The Technical Committee recommended the list to the Policy Committee. The air quality model has been run for the I-94 project and an amendment could be processed once funding is identified. Susan Richardson noted that approximately \$224 million could be coming to the local agencies for road improvements. She also noted that none of the federal requirements for the development of the projects will be changed to meet the fast time frame. There is nothing that states that KATS must develop a prioritized list for the Stimulus funds. The transit program will likely get a separate allocation of funding.

Loren Warfield noted that the Village of Schoolcraft had a streetscape project that was not on the list distributed. KATS will contact the other communities to be sure all of their projects are on the list. The list may have to be a working list should other projects be identified during KATS contact with the local agencies.

Motion by the Policy Committee, ***“to accept the Stimulus II project list as a working list and identify I-94 as the #1 priority.”*** Motion approved.

Jeff Brown from the Poverty Reduction Initiative noted that half of 1% of the funds could go towards job training for road construction projects.

A question was raised about the Stimulus funds for the US-131/US-131BR project. It was noted that the Stimulus II projects have to be shovel ready and US-131/US-131 is currently not. Jon Start noted that he has met with Oshtemo Township and the Road Commission and that they will be discussing next month where the High Priority funds stand with the project. The Policy Committee has asked KATS to develop a business plan for the project. The committee would have to consider the need for local match for the High Priority Funding if a project is identified. An Environmental Assessment could be funded but there has not been a commitment from MDOT to complete the full interchange at this time.

The FY 2010 - 2013 Transportation Improvement Program is currently being developed. The project proposals have been submitted to KATS and work on the public comment period is continuing. Adoption of the document is scheduled for June, 2009. There will need to be an amendment to the National Functional Classification to add a new roadway being proposed by the City of Parchment for the River Reach project.

PUBLIC TRANSPORTATION UPDATE

Jack Mekemson noted that the Kalamazoo County Transportation Authority (KCTA) has been meeting regularly to develop a new millage request. The proposed rate will be presented Monday at the KCTA meeting. A public transportation/human services plan is going to be developed in order to receive New Freedom/Job Access Reverse Commute funds.

Bill Schomisch noted that December ridership numbers put the 2008 ridership at 3 million plus riders. This total is impressive since this does not include WMU service used to be provided by Metro Transit. The ridership was the highest since 1981.

POLICY COMMITTEE ORIENTATION SESSION

Jon Start presented an outline of the KATS funding process and the Transportation Improvement Program. Key points from the presentation included:

- The Transportation Improvement Program (TIP) is a required document that lists the transportation projects with federal funding planned in a 4-year period.
- For more complete public information, KATS also shows locally funded projects.
- The TIP is developed with opportunities for public input by a subcommittee of the Technical Committee, the Technical Committee, and the Policy Committee.
- Opportunities for other agencies to consult and provide input on the TIP are provided.
- The TIP must be fiscally constrained. Revenues that meet or exceed costs of the TIP projects must be shown.
- The TIP must be shown to satisfy air quality requirements. This is done at the system level with MDOT modeling assistance.
- Any project that adds through lanes must also be in the KATS 2030 Transportation Plan.
- Part of the air quality conformity process is a review of projects to see if they should be tested by the Interagency Work Group consisting of municipal, state, federal, and metropolitan planning organizations (MPO), staff from Van Buren, Calhoun, and Kalamazoo counties.
- In order for a road project to receive federal funding, the road must be part of the eligible system for federal aid. The road must be classified as a Freeway, Arterial, or Collector on the National Functional Classification system.

- The TIP is a 4-year document that is updated every 2 years. It is frequently amended to incorporate changes in projects and funding.
- The state, Federal Highway Administration and the MPO's have been working on a uniform electronic TIP.
- A committee is working on developing a more systematic process to rate and prioritize projects for federal funding recommendations.
- KATS operating funding comes from Federal and State sources.
- 2009 KATS Operating Funds:

	Program Budget	FHWA PL	FTA 5303	MDOT Asset	Contributions FHWA PL	Contributions FTA 5303	Hours
TOTAL BUDGET	\$789,338	\$309,465	\$233,154	\$20,000	\$126,621	\$100,098	15,790
100 PMA	\$51,723	\$36,206	\$15,517				1,025
200 SRP	\$90,180	\$58,354	\$6,337		\$17,135	\$8,354	1,930
300 SSM	\$116,757	\$73,665			\$43,092		3,462
301 TRANSIT	\$44,815		\$17,940			\$26,875	1,504
302 ASSET	\$20,000			\$20,000			500
400 TSMO	\$71,810	\$51,369			\$20,441		1,419
500 LRP	\$151,452	\$89,871	\$9,760		\$45,953	\$5,868	3,230
501 TRANSIT	\$242,601		\$183,600			\$59,001	2,720

- Federal funds require 20% local match. State funds (Asset Management) does not require a local match.
- Local match can be cash or the value of contributed services.
- KATS has relied successfully on contributed services to provide matching funds (soft match).
- These contributed services are the value of local agency staff time spent on planning, data gathering, and other work that supports the transportation planning activities of KATS.
- The KATS transportation planning activities and local contributed service activities are in the KATS 2009 Unified Planning Work Program.

- Contributed services include:
 - Traffic counting program
 - Development of Transportation Improvement Program
 - Work spent on developing the Transportation Plan
 - Work spent locally on plans that impact the KATS program and plan
 - System monitoring activities that are used to improve the system operation and to plan improvements
- Contributed services are documented with time sheets and descriptions of work done.
- If contributed services do not equal the required 20% match, the difference must be made up in cash, initially from KATS fund balance.
- Contributed services has pros and cons.

Pros include:

- Work is being done by locals agencies anyway (taking traffic counts, developing future projects).
- Does not require cash support from local member agencies.
- Work is documented and is part of the KATS work effort.

Cons include:

- Documentation requires additional effort to be sure it is complete.
- It is more complex to administer than a membership fee program to raise funds for cash match .

ADJOURNMENT

There being no further business, Chairperson Cramer adjourned the meeting at 9:40 a.m.