



**KALAMAZOO AREA TRANSPORTATION STUDY
POLICY COMMITTEE
MEETING OF MARCH 25, 2009**

The March 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 on the sign-in sheet.

MEMBERS PRESENT

Dennis Berkebile (Chair), Dave Anderson, Jeff Bither, Karen Hayward, Dave Healy, Rob Heasley, Libby Heiny-Cogswell, Tim Hudson, Jack Mekemson, Ann Nieuwenhuis, Pete Pfeiffer, Lee Philport, Claudette Reid, Ron Reid, Susan Richardson, Greg Rosine, Phyllis Simmons, Jeff Sorensen, Tom Swiat, Jr., Don Ulsh, Bob Vlietstra, and Loren Warfield.

MEMBERS ABSENT

Allan Bussema and Carol Fricke.

OTHERS PRESENT

Shahid Abbas, Dennis Durham, Dale Hein, Tom Hohm, Joanna Johnson, Bill Schomisch, Jodi Stefforia, Frank Szopo, Bobbi Welke, Kathy Schultz, Jon Start, and Steve Stepek.

MINUTES OF THE FEBRUARY 25 , 2009 AND MARCH 9, 2009 MEETINGS

Motion by the Policy Committee, “*to approve the minutes from February 25, 2009 and March 9, 2009.*”
Motion approved.

TECHNICAL COMMITTEE REPORT

Jon Start reported on the March 12th Technical Committee meeting. The committee discussed and recommended Policy Committee approval of the two Local Safety Program applications for FY 2010 and FY 2011 and the High Risk Rural Road application for VW Avenue. There was discussion on the FY 2010 - 2013 Transportation Improvement Program development and the funding distribution for FY 2011. There next meeting will be held April 9 at 9:00 a.m.

CITIZENS COMMENTS - None

FY 2008 - 2011 TRANSPORTATION IMPROVEMENT PROGRAM

Several amendments were distributed to the Policy Committee for approval. The amendments included inclusion of the Kalamazoo County Road Commission American Reinvestment and Recovery Act (ARRA) projects and the Metro Transit projects that would also receive ARRA funds. The amendments are as follows:

Project Name	Project Description	Federal Cost (\$000)	Federal Fund Source	State Cost (\$000)	State Fund Source	Local Cost (\$000)	Local Fund Source	Total Costs
Freon Recovery System	Replace Freon recovery system	8	A307					8
Equipment Vehicle	Staff car replacement (9-9)	24	A307					24
Equipment Vehicle	1/4 Ton pickup truck	30	A307					30
Bus Shelter Replacement	Bus shelter replacement	300	A307					300
AVL Equipment	Acquire automatic vehicle locator (AVL) system	2,359	A307					2,359
Drive On Lift	Installation of Drive On Lift	125	A307					125
Transportation Offices	Facility Renovation	125	A307					125
Staff Vehicle	Supervisory/ADA Vehicle	35	A307					35
Bus Parts		150	A307					150
Transportation Offices	Facility Expansion (Contingency Project #1 under ARRA)	950	5309	238	CTF			1,188
Preventative Maintenance	Preventative Maintenance (Contingency Project #2)		A307					
Operating Assistance 01-01-09 Through 12-31-09	Fixed route and demand response	1,980	5307					11,384
S Avenue	South Sprinkle Road to 29 th Street; Reconstruct to all-season	1,046	ARUL	375	EDF	75	CNTY	1,496
8 th Street	R Avenue to Q Avenue; Reconstruction	520	ARUL					520

Project Name	Project Description	Federal Cost (\$000)	Federal Fund Source	State Cost (\$000)	State Fund Source	Local Cost (\$000)	Local Fund Source	Total Costs
12 th Street (FY 2009)	D Avenue to C Avenue; Upgrade to all-season	555	ARUL					555
12 th Street (FY 2011)	C Avenue to Baseline; Reconstruct to all-season	700	STL	100	EDF	140	CNTY	940

A new handout showed the 8th Street project from R Avenue to Q Avenue and the addition of \$950,000 in Section 5309 funds for the Facility Expansion project being completed by Metro Transit. All of the project amendments are for FY 2009 except the 12th Street project from C Avenue to Baseline Road. That project will be constructed in FY 2011.

Motion by the Policy Committee, ***“to approve the FY 2008 - 2011 Transportation Improvement Program amendments as presented.”*** Motion approved.

KATS DOCUMENT RETENTION SCHEDULE

A copy of the KATS Document Retention Schedule was presented to the Policy Committee for their approval. The document was previously given to the committee at the November meeting. No comments were received during the review period. Mr. Start noted that KATS will retain records for three years after the Office of Commission Audit signs off on any given fiscal year. This document retention schedule will help KATS staff manage the storage of documents more efficiently.

Motion by the Policy Committee, ***“to approve the Kalamazoo Area Transportation Study Document Retention Schedule as presented.”*** Motion approved.

SAFETY PROJECTS

Two Local Safety Program Applications were being submitted for the FY 2010 and 2011. The 2010 application is being submitted by the City of Kalamazoo for guardrail replacement at various locations around the City of Kalamazoo. A summary of the report was provided to the Policy Committee for their review. The total project cost is \$500,000.

The FY 2011 application is being submitted by the Kalamazoo County Road Commission for intersection improvements at South Sprinkle Road and S Avenue/Nash. The project would install a center turn lane and realign the roadway at the intersection. The total cost is \$480,000.

Both of the applications are being submitted to MDOT this month. Once approval has been received, the projects will be added to the Transportation Improvement Program.

Motion by the Policy Committee, ***“to approve the FY 2010 and 2011 Local Safety Program Applications from the City of Kalamazoo and the Kalamazoo County Road Commission.”*** Motion approved.

HIGH RISK RURAL ROAD PROJECTS

The Kalamazoo County Road Commission is submitting an application to the Michigan Department of Transportation for 2010 - 2011 High Risk Rural Roads funding. The proposed project is for improvements to VW Avenue from 18th Street to Portage Road that would improve the road surface as well as the shoulders and drainage. The total cost is \$414,946 with \$373,451 in High Risk Rural Program funding.

Motion by the Policy Committee, “***to support the High Risk Rural Road Project application by the Kalamazoo County Road Commission.***” Motion approved.

CITY OF PARCHMENT RIVER REACH BOULEVARD PROJECT PRESENTATION

Dennis Durham, City of Parchment City Manager, presented the new development, River Reach, to the Policy Committee. The City of Parchment is seeking federal STP funds for the construction of a new roadway from Riverview Drive to G Avenue. Key points from his presentation included:

- The paper mill in the City of Parchment closed in 2001. Since that time, the city has been working to redevelop the site. To make up for the loss in tax base, the Parchment residents approved a 5 mil tax increase.
- The proposed redevelopment would be on the 130 acres of the property and include 50,000 square feet of retail space, 40,000 square feet of commercial property, and 350 residential lots. It would also include a trailway and pocket parks. The landfill area would be open space.
- The River Reach partners are investing \$23 million dollars into the project. The City of Parchment is contributing \$3 million and there is \$1 million coming from the Michigan Department of Environmental Quality (MDEQ). The city is also investing \$575,000 in property acquisition.
- Work on the project, with demolition of the existing structures, is scheduled to begin in December 2009 with the proposed road construction starting in October, 2010.
- The development at build out is expected to increase the population of Parchment by 50-60%.
- The City of Parchment is willing to fund the project over two years.
- If there is no significant development on the property and the developer isn't meeting the time line for development, the City of Parchment can get the property back.

NATIONAL FUNCTIONAL CLASSIFICATION SYSTEM REVIEW

As a part of the discussion regarding the building of the River Reach Boulevard, KATS needs to look at making the road federal-aid eligible before federal funds can be spent on the project. Staff is working with MDOT to make the classification change. It was previously stated that there had to be a net gain/loss on the National Functional Classification System but this is not the case.

Susan Berquist from MDOT informed staff that they can add the road to the system. It needs to be added prior to the project being obligated so there is time to make application to MDOT for the change. The Kalamazoo County Road Commission will also have to upgrade G Avenue's classification in order to keep continuity with the NFC system.

FY 2010 - 2013 TRANSPORTATION IMPROVEMENT PROGRAM

A copy of the draft FY 2010 - 2013 Transportation Improvement Program federal funding breakdown was provided to the Policy Committee. Jon Start noted that there is a significant deficit in FY 2011 due to the number of projects requesting funding in that year. The TIP Subcommittee met recently and could not come to a decision about the funding split between the projects. The Policy Committee's direction was requested on the funding for FY 2011.

Jeff Sorensen stated that the River Reach development was important to the area and that the construction of the new roadway should be funded using STP funds. Whether that occurs over one year or two years was to be determined by the TIP Subcommittee and Technical Committee. Several members stated that they fully supported the City of Parchment's efforts to redevelop the paper site.

Jon Start noted that should the River Reach development not materialize to the point where the new road would be constructed in the assigned year, the funds can be amended to another project in the county.

Motion by the Policy Committee, "***to direct the Technical Committee to program the River Reach Boulevard project in the FY 2010 - 2013 Transportation Improvement Program and to look at various ways to fund the project within the program years.***" Motion approved.

ACCOUNTING AND AUDITING RECOMMENDATIONS

Jon Start discussed the FY 2008 audit findings with Bob Woods and Fred Gardner and looked at what KATS could do to improve the audit function. Mr. Start suggested that KATS hire an accounting firm to come in quarterly to review the books for KATS and prepare the year end trial balance. This function would be an eligible expense to KATS. The audit costs would then ideally be less than years past. The contract with Gardner, Provenzano, Schauman, and Thomas, P.C. expired this year.

Motion by the Policy Committee, "***to authorize the Executive Director to solicit bids for accounting and auditing services for the Kalamazoo Area Transportation Study financials.***" Motion approved.

US-131 AT US-131 BUSINESS ROUTE

Discussions have been taking place recently regarding the funding identified in the federal legislation for early preliminary/preliminary engineering for the US-131/US-131BR interchange. Staff has been in discussions with MDOT about the project and about the use of the funding. It was suggested to look at the different configurations of the interchange to determine the optimal one. Jon Start noted that local match would be needed to match the federal funds available for a study and that agreements would need to be in place prior to starting the study. He also stated that additional funds for cash flow would be needed to pay the consultant during the project and that KATS does not have significant cash on hand to cover this.

It was suggested that a task force be developed to look at the interchange study, the funding issues that have been identified, and the next steps for moving forward with a study. More information would be brought back to the Policy Committee.

PUBLIC TRANSPORTATION UPDATE

Jack Mekemson reported that the Kalamazoo County Transportation Authority (KCTA) has a millage request on the May 5th ballot for .4 mills. A brochure has been produced to educate the public about the request.

Bill Schomisch reported that an additional officer will be on patrol at the Kalamazoo Transportation Center. He also noted that Metro Transit provided 278,000 rides in February, 6,000 more than February, 2008. Metro Transit's productivity is 30-32 passengers per hour, more than Grand Rapid's system.

OTHER NEW BUSINESS

Pete Pfeiffer provided a MDOT construction map for the Policy Committee's information. He noted that the I-94 project at Westnedge is not on the map due to its recent announcement. He also showed the document transmitted for the I-94 at Westnedge project. The 650 page document was recently transmitted for bid. A groundbreaking is scheduled for June 12 at 10:00 a.m.

ADJOURNMENT

There being no further business, Chairperson Berkebile adjourned the meeting at 10:42 a.m.