



**KALAMAZOO AREA TRANSPORTATION STUDY  
POLICY COMMITTEE  
MEETING OF MARCH 31, 2010**

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***

Tom Swiat, Jr., (Chair), Dave Anderson, Jeff Bither, Alan Bussema, Dan DeVries, Carol Fricke, Dave Healy, Rob Heasley, Libby Heiny-Cogswell, Tim Hudson, Pete Pfeiffer, Lee Philport, Ron Reid, Susan Richardson, Greg Rosine, Karen Siegwart, Phyllis Simmons, Don Ulsh, Jack Urban, and Bob Vlietstra.

***MEMBERS ABSENT***

Dennis Berkebile, Claudette Reid, Jeff Sorensen, and Linda Teeter.

***OTHERS PRESENT***

Carla Benison, John Byrnes, Dale Hein, Frank Szopo, Jon Start, and Steve Stepek.

***MINUTES OF THE FEBRUARY 24, 2010 MEETING***

Motion by the Policy Committee, *“to approve the minutes from the February 24, 2010 meeting.”*  
Correction to add Dave Healy to members present. Motion approved with correction.

***TECHNICAL COMMITTEE REPORT***

Jon Start reported that Technical Committee discussed the proposed listing for the Jobs for Main Street program. Applications for area safety projects and high risk rural roads were also discussed.

***CITIZENS COMMENTS*** - None

***CHANGES OR ADDITIONS TO THE AGENDA*** - None

There were no changes or additions to the agenda.

Motion by the Policy Committee, *“to approve the agenda for the March 31, 2010 meeting as presented.”*  
Motion approved.

### ***APPROVAL OF ROUTINE EXPENSES***

Jon Start discussed the information included in the Policy Committee memo. Don Ulsh raised a question concerning the cost of health insurance. Mr. Start stated that the budgeted amount is higher than actual cost. Libby Heiny-Cogswell asked if KATS is on the County's health insurance program. Jon stated KATS is included in the Kalamazoo County Road Commission's insurance. Carla Benison reaffirmed that KATS purchases insurance through the Road Commission.

Jack Urban asked about the Accounting Services budget line, and why the cost exceeded the budget. Jon Start answered that the accounting services contract came several months after the budget was put together and that the budget did not anticipate this contract. Chairman Swiat raised a question concerning the need to make line item adjustments to the budget throughout the year. Start stated that MDOT and FHWA only need a budget adjustment if the total budget is exceeded, not each line item.

Motion by the Policy Committee *"to approve the routine expenses as presented."* Motion approved.

### ***TRANSPORTATION IMPROVEMENT PROGRAM (TIP)***

Jon Start discussed the Jobs for Main Street proposed projects. Staff is receiving public comment on the proposed projects. There will be a public hearing in April to discuss the proposed TIP.

### ***MEETING WITH MDOT AND FEDERAL HIGHWAY ADMINISTRATION (FHWA)***

KATS staff met with MDOT and FHWA to discuss the FY 2011 work program. Discussion also included the possibility of KATS becoming a Transportation Management Area (TMA) and possible air quality conformity changes.

### ***PUBLIC TRANSPORTATION***

Dale Hein discussed the State House Transportation Subcommittee's public hearing at Kalamazoo Valley Community College. Kalamazoo County Transportation Authority has also been visiting local units of government to discuss the Comprehensive Operations Analysis.

### ***2035 TRANSPORTATION PLAN STATUS***

Staff is currently working on the 2035 Transportation Plan. MDOT is currently calibrating the traffic model.

### ***YEAR TO DATE EXPENSES AND MODIFIED CHECK REGISTER***

Jon Start discussed the included financial statements. The check register will be given monthly while the year-to-date budget will be given quarterly. Tim Hudson questioned the "System Surveillance" line item. Start explained that the \$18,000 in that item was to purchase the online traffic count website.

After discussion, the committee asked to receive an account statement that also includes the amount billed to MDOT so that expected revenues are shown.

***OTHER NEW BUSINESS***

Chairman Swiat introduced discussion on a subcommittee to assemble goals and objectives for KATS. He stated that most Policy Committee members do not seem to have a connection to the role of KATS, how the organization is moving forward, or if there is a cohesive vision for KATS and the area. Jack Urban noted that with the present economy, operations might need to change and it would be a good exercise for Policy Committee members to learn more about KATS. Tim Hudson stated that it may be a good time to conduct another refresher training on the roles of KATS to the Policy Committee. Dan DeVries noted that KATS website has a large amount of useful information on KATS and its operations. Also, training or materials for Policy Committee members should be kept simple and to the point. Jon Start included that it would be an appropriate time to discuss since staff is preparing the FY 2011 Unified Planning Work Program. Tom Swiat continued by asking Policy Committee members to think about a subcommittee and if they would be interested in serving.

***ADJOURNMENT***

There being no further business, Chairperson Swiat adjourned the meeting at 9:46 a.m.