



**KALAMAZOO AREA TRANSPORTATION STUDY
TECHNICAL COMMITTEE MEETING
MINUTES OF JANUARY 13, 2005**

The January meeting of the Kalamazoo Area Transportation Study Technical Committee was called to order at 9:38 a.m. at the Kalamazoo County Road Commission lower level conference room. Meeting attendance was recorded on the sign-in sheet. Darrell Harden introduced Laura Wise who is the Traffic Safety Engineer at the MDOT Southwest Region Office.

MEMBERS PRESENT

Muhammad Arif (Chair), Shahid Abbas, John Byrnes, Ron Copping, Rick Fowler, Darrell Harden, Carmine Lewis, Ron Reid, Dick Skalski, Jodi Stefforia, John Sych, Frank Szopo, and Dallas Williams.

MEMBERS ABSENT

Jeff Chamberlain, Matt Crawford, Jeff Erickson, Ron Fleckenstein, Peter Lenz, and Sheri Lutz.

OTHERS PRESENT

Laura Wise, Kathy Carrier and Jon Start.

MINUTES FROM THE DECEMBER 9, 2004 MEETING

Muhammad Arif's name was corrected for the record, along with a spelling error.

Motion by the Technical Committee, "*to approve the minutes of the December 9, 2004 Technical Committee meeting as corrected.*" Motion approved.

POLICY COMMITTEE REPORT

The Policy Committee discussed the 2005 meeting schedule, transit funding, and the 2030 Transportation Plan at their December 16th meeting. The committee had discussions on the start time for meetings and determined that the meetings can continue at 8:30 a.m. until further notice. Jon Start noted that some members will be leaving the committee due to elections and will be acknowledged at the February meeting.

CITIZENS ADVISORY COMMITTEE REPORT

Jon Start reported that the committee discussed the MDOT Transportation Summit and reviewed the REMI projections for the 2030 Transportation Plan at their December meeting. They also reviewed the bylaws and will be adding a statement to the mission statement that indicates that they are an advisory committee to the Technical and Policy Committees. Jon noted that he is working to get a representative of the committee to attend both Technical and Policy Committee meetings to give reports on committee discussions.

TRANSIT FUNDING

Both the City of Kalamazoo and Kalamazoo County boards have endorsed resolutions to create a single transit authority for Kalamazoo County. A joint time frame for moving toward a single authority has been made. Metro Transit will be taking over the operations of Care-A-Van starting March 1, 2005. They will operate the service for two years, with the service then being reviewed to determine if it will stay at Metro Transit, transfer back to the county, or operate under a single authority. The Policy Committee will be talking about the release of the Section 5307 funds at the January meeting. KATS is currently awaiting letters from the two agencies requesting the release of the funds.

The Technical Committee expressed their thanks to both agencies for their work over the past few years.

Motion by the Technical Committee, ***“to recommend that the Policy Committee release the withheld Section 5307 funds to the City of Kalamazoo and Kalamazoo County upon receipt of letters from each agency endorsing the plan to merge the two systems.”*** Motion approved.

2030 TRANSPORTATION PLAN

The Steering Committee met prior to the Technical Committee meeting to discuss the status of the 2030 Transportation Plan. The socio-economic data is almost complete, and Jon Start will be starting to meet with the various townships, cities, and villages once it is finalized. After the meetings are held, the Policy Committee will review and accept the data and it will then be forwarded to MDOT.

Projects that are to be included in the 2030 Transportation Plan need to be sent to KATS in the next few weeks. Staff requested that each agency review the projects in the 2025 Plan and give changes to KATS staff.

The Steering Committee discussed the public participation portion of the 2030 Transportation Plan. Staff is working to develop a plan to contact those along proposed major project routes. The KATS website, along with printed materials, will be examined as possible avenues for getting information to those along a project limits. Staff will also be working with the Kalamazoo Gazette.

Jon noted that KATS did not receive all of the needed traffic counts in 2004. Several agencies noted that they do not have staff to collect traffic counts. The traffic counts are needed for the 2030 Transportation Plan, as well as for other projects done by KATS and the local agencies. Staff will be meeting with the local agencies in the next few weeks to look at the 2005 schedule and determine what can be done to get count data during the year. Frank Szopo requested that KATS send a letter to him expressing the importance of traffic count information.

TRANSPORTATION IMPROVEMENT PROGRAM

The estimated FY 2005 STP funding is \$500,000 more than originally programmed for the year. This information was provided by MDOT recently during discussions for the FY 2006 - 2008 Transportation Improvement Program.

Several members thought the excess funding should be split between the cities of Kalamazoo and Portage and the Kalamazoo County Road Commission and applied to current FY 2005 STP projects (West Michigan Avenue, Oakland Drive, and the Portage Road Culvert). Ron Reid requested that the Road Commission funding be placed on a current non-STP project. Details on which project the funding would be applied to were not immediately available but would be provided to the Policy Committee at their January meeting.

Motion by the Technical Committee, *“to split the excess FY 2005 STP funding three ways and apply it to the current FY 2005 STP funded projects for the City of Portage and City of Kalamazoo and to the Road Commission’s unidentified project.”* Motion approved.

The TIP Subcommittee will be meeting on Monday, January 24th to discuss the FY 2006 - 2008 STP funding for the TIP and the CMAQ funding for FY 2006. Agencies are to bring their CMAQ project proposals to this meeting.

AIR QUALITY

FHWA has approved the submitted CMAQ projects for Kalamazoo County. The project will now be added to the Transportation Improvement Program. Discussions on the FY 2006 CMAQ projects will take place at the TIP Subcommittee meeting on January 24th.

ELECTION OF 2005-2006 CHAIRPERSON AND VICE-CHAIR CHAIRPERSON

Muhammad Arif was nominated as Chairperson and Frank Szopo was nominated as Vice-Chairperson.

Motion by the Technical Committee, *“to recommend Muhammad Arif as the Chairperson and Frank Szopo as the Vice-Chairperson of the KATS Technical Committee .”* Motion approved.

BYLAWS

Several questions were brought up at the last Technical Committee meeting about the committee bylaws and voting membership. A copy of the bylaws was provided to the members. A list of who is eligible to vote is noted in Appendix A. The bylaws need to be revised to include the new villages and townships within the urban area boundary. It was recommended that a subcommittee be formed to examine the current bylaws and suggest changes to the Technical Committee. The following individuals volunteered to serve on the subcommittee:

Jodi Stefforia, Darrell Harden, Muhammad Arif, and Ron Reid

AGENCY TIME SHEETS

Kathy Carrier requested that time sheets for October through December, 2004 be turned in to KATS soon so that a billing can be sent to MDOT.

OTHER NEW BUSINESS

Jon Start noted that the FY 2004 audit was recently completed for the Study. The cost of the audit (\$6,500) is not reimbursable by FHWA. He will be meeting with the local road and transit agencies to discuss a way to have the cost paid for by the local agencies. He will also be discussing ways to increase the KATS fund balance.

Ron Reid noted that the South Sprinkle Road at Comstock/Lake Intersection project opened bids recently and was slightly over the engineering estimate. He noted that a meeting will be held March 1 to discuss the South Sprinkle at Miller Road intersection project.

Dallas Williams informed the committee that the Oakland Drive project bids will be opened on February 4.

The Michigan Avenue project within the City of Kalamazoo is currently being designed, with property acquisition underway.

MDOT is examining the Parkview Avenue bridge over US-131. The project is currently scheduled for FY 2007. It was noted that additional lanes may be needed on the bridge.

ADJOURNMENT

There being no further business, Chairperson Arif adjourned the meeting at 11:10 a.m.