

# Midland Area Transportation Study (MATS)

## Policy Committee Meeting Minutes

Tuesday, March 6<sup>th</sup>, 2018

### 1. Call to Order

The meeting was called to order at 10:00 AM by Russel Inman, Chair Pro-Tem.

Those present were: Jan Yuergens\* (Midland Dial-a-Ride Transit), Russ Inman\* (Midland County Road Commission), Jim Lillo\* (Bay County Road Commission – via phone), Terry Holt\* (Midland Charter Township), Maria Sandow\* (Larking Township – via phone), Dennis Borchard\* (Saginaw County Road Commission), Anita Boughner\* (MDOT – Statewide Planning – via phone), Gary Rogers\* (County Connection of Midland – via phone), Eric Sprague\* (Bay Metro Transit – via phone), Chuck Tabb\* (Ingersoll Township), Bob Carl\* (Village of Sanford), Craig Gosen\* (Edenville Township – via phone), Dave Englehardt (EMCOG – via phone), and Maja Bolanowska (MATS).

\*voting members or alternates

### 2. Changes to the Agenda

There were no changes to the agenda

### 3. Approval of February 6, 2017, Minutes

A motion was made and seconded to approve the minutes as presented. Motion carried.

### 4. Public Comment

There were no public comments brought before the Committee.

### 5. Reports of officers

#### A. MDOT Update

Anita Boughner reported that MATS has been significantly involved in several MDOT efforts/issues, such as development of the Statewide safety targets, addressing performance measures in the TIP report by 5-27-2018, and participating in both the ongoing JobNet Phase II technical committee meetings and concomitant testing. She added that the new startup date for JobNet Phase II was July 16<sup>th</sup>, and that no changes will be made in the system from July 1 until July 15, 2018. Anita further indicated MDOT's satisfaction with the MATS pre-UWP meeting recently, and looking forward to the July MTPA Conference.

Russ Inman re-iterated the MDOT project updates relayed at the prior Technical Committee meeting. He indicated that the M-20 Bridge project over the Tittabawassee River is underway and expected to take 18 months. In addition, the M-20 at Geneva Road project, was let in February with expected construction start in summer 2018. Lastly the M-30 project, from US-10 to Wixom Lake may be moved up from 2020 but that is not yet certain at this time.

In addition, Russ reported on the MCRC activities planned for this summer, he indicated that several projects are proceeding forward, such as the Airport Road project, 3 safety projects, and multiple bridge projects. In addition he added that there is still over \$4 million in emergency funded projects yet to be completed. He also detailed the poor condition of the Homer Road Bridge over Waldo Drain, caused by last year's flooding, and the plans to repair the bridge footings. Finally, Russ mentioned that the Road Commission's website would be updated soon to reflect all planned projects for the 2018 construction season.

In Bay County, Jim Lillo indicated there would be an amendment request coming for the Wheeler Road project currently scheduled for 2020, and that several projects were upcoming for the BCATS MPO areas of Bay County.

#### **B. Legislative Update**

There was no Legislative update this month.

### **6. Agency Reports**

#### **A. MATS Administrative Report**

Maja Bolanowska presented the MATS Administrative report. The current bank account balance is below \$20,000, as some of the 1<sup>st</sup> Quarter billings have been paid by MDOT for various contracts, but not the PL funding.

#### **B. MATS Work Tasks Update**

Maja presented a brief update on the recent MATS work efforts. Recently approved TIP changes have been transmitted to MDOT and subsequently approved by MDOT and FHWA. Maja thanked MDOT and FHWA for their quick turnaround on these. Performance Measures continue to be rolled out, with work on Transit targets currently underway. Maja indicated that the UWP development for FY 2019 was proceeding well, with a scheduled adoption by the Policy Committee in early June. Finally, Maja explained the JobNet Phase 2 situation, with implementation currently scheduled for mid-July. Consequently JobNet will be closed to operations for the first two weeks of July, with all project data needed to be entered, checked and confirmed by June 22<sup>nd</sup>. This will require MATS and everyone else to be very timely with TIP revisions this spring.

### **7. Unfinished and New Business**

#### **A. MATS/SMATS Boundary Issue - Update**

Maja updated the Committee on the current status of the boundary issue. At the previous Policy Committee meeting, the agreement between MATS, SMATS and MDOT regarding the metropolitan planning areas boundary change was officially approved, and related resolution adopted. Similar actions are being pursued by SMATS. MDOT is currently preparing a letter to the Governor explaining the issue and recommending the changes; the Governor's approval with the new boundary designations for both MPOs expected sometime this spring.

### **B. TIP Amendment Process Re-design**

Maja presented the 2018/2019 TIP Amendment Schedule for MATS for approval and a formal recommendation to the Policy Committee. This schedule has a target of 6 TIP amendments per year, staggered in such a way as to coincide with the most active periods for project additions and modifications. Maja briefly explained the advantages of this schedule versus the previous MDOT-issued schedule. A motion was made and seconded to approve the TIP Amendment Schedule as presented. Motion carried.

### **C. RTF/MDOT Illustrative Projects – Administrative vs Amendment action through MATS**

Maja introduced a proposed policy which would make the process of moving projects that originated from the RTF Illustrative list or MDOT List via the MATS Illustrative List to the main TIP Project list, more timely. This would be contingent on receipt of documentation from RTF or MDOT ensuring fiscal constraint. The purpose of this policy is to expedite project delivery, moving selected projects onto the MATS TIP Main Project List from the MATS Illustrative List in a shortened time frame (via administrative action). This policy, at the local level, changes the process from an amendment (requiring review and approval from the Technical and Policy Committees) to an administrative modification executed by MATS staff. However, at the Federal level, each proposed change remains an amendment requiring TIP Amendment Transmittal to MDOT, FHWA and the FTA. Discussion ensued, particularly regarding the effect on rural transit projects and the proposed GPA process. The proposed policy was recommended by the Technical Committee for adoption by the Policy Committee. A motion was made and seconded to approve the proposed policy. Motion carried.

### **D. Carryover Funding Utilization**

Maja relayed the situation as it stands to the Committee regarding this issue. We have been trying to develop a workable policy, and are continuing to do so. In the meantime however, the Technical Committee has recommended that the Road Commission's pilot project be pursued. This project will utilize the Fixed Price Variable Scope method of procurement, and will consist of two different projects under one contract, and increased costs will be covered from the STUL carryover funding. The feasibility of this has been verified by LAP at MDOT.

The project will be done in two parts, and staff is requesting two approvals from the committee today. First, approval to move the Waldo Road portion of the project, which is priority #2, from the MATS Illustrative List to the main TIP list, in whatever manner is ultimately recommended by FHWA staff. Second, to allow this project to be funded via the pro-rata method, and utilize the fixed-price variable-scope contracting method.

Motion was made and seconded to move the Waldo Road project from the Illustrative List to the TIP Main Project list as part of the Saginaw Road FPVS project. Motion carried.

Motion was made and seconded to approve the pro-rata funding method for the Saginaw Road/Waldo Road project, utilizing the Fixed-Price Variable-Scope method of procurement. Motion carried.

### **E. Complete Street Forms**

Maja presented the updates to the Complete Streets Non-Motorized Transportation spreadsheet, resulting from TIP project additions from November 2017 to January 2018. This spreadsheet showed that Complete Streets forms have been received for all recently proposed projects and project changes, and that Non-Motorized representative Dave Waite has given his approval for the proposed NMT capability or exemption therefrom regarding each project. Motion was made and seconded to approve the NMT proposed facilities and exemptions for these projects as presented. Motion carried.

### **8. Adjournment**

The March 6<sup>th</sup>, 2018 MATS Policy Committee meeting was adjourned at 10:55 AM.

The next meeting has been scheduled for April 3rd, 2018, at 10:00 AM.

Respectfully submitted,

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