

# Midland Area Transportation Study (MATS)

## Policy Committee Meeting Minutes

Tuesday, July 10th, 2018

### 1. Call to Order

The meeting was called to order at 10:07 AM by Brad Kaye, Chairman.

Those present were: Brad Kaye\* (City of Midland), Karen Murphy\* (Midland Dial-a-Ride Transit), Terry Palmer\* (Midland County Road Commission), Maria Sandow\* (Larkin Township), Dennis Borchard\* (Saginaw County Road Commission), Jay Reithel\* (MDOT – Bay Region), Gary Rogers\* (County Connection of Midland – via phone), Chuck Tabb\* (Ingersoll Township), Bob Carl\* (Village of Sanford), Craig Gosen\* (Edenville Township – via phone), Paul Wasek\* (Williams Charter Township – via phone), Mike Wood\* (Jerome Township – via phone), Anita Boughner\* (MDOT – Statewide Planning – via phone), Matt Pitlock (MDOT – Statewide Planning – via phone), Dave Engelhardt (EMCOG – via phone), Bryan Gillett (MATS), and Maja Bolanowska (MATS).

\*voting members or alternates

### 2. Changes to the Agenda

There were no changes to the agenda

### 3. Approval of May 1, 2017, Minutes

A motion was made by Terry Palmer and seconded by Bob Carl 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

Matt Pitlock stated that the definition of a regionally significant project by each MPO is the primary objective at the moment for them, and that the key drivers for that initiative are the MDOT regional offices. Anita Boughner further elaborated on the background and impetus for this request.

#### 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 stands at \$28,357, and MATS billings for the 3<sup>rd</sup> quarter of FY 2018 are currently being prepared for submittal to MDOT. In addition, Maja thanked the Midland County Road

Commission for early payment of the FY 2019 local match for MATS. Lastly, Maja has been working extensively with MDOT to resolve differences in annual PL funding and carryover balances.

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

Maja provided a brief update on the recent MATS work activities, noting that today's agenda reflects many of the projects either underway or nearing completion. Much of the most recent effort has been devoted to preparing the revisions to the Public Participation Plan currently out for the 45 day public comment period. Furthermore, staff has spent a great deal of time working with MDOT to reconcile any discrepancies between the MATS TIP and JobNet. This is in preparation for the release of JobNet Phase 2 on July 16<sup>th</sup>, 2018. In addition, we are collecting all available data regarding non-motorized safety prior to a review with Dave Waite.

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

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

Maja explained that the MATS/SMAT boundary question has been resolved, and Governor Snyder has signed the official re-designation letter clarifying the MATS and SMATS planning areas. This occurred the very next day after the previous MATS Policy Committee meeting. Therefore, MATS planning area now covers the entirety of Tittabawassee Township in Saginaw County, as well as all of Midland County and Williams Township in Bay County.

#### **B. Revised MATS Bylaws as of May 1, 2018**

Maja reported that as per the rules in the MATS bylaws, any approved revisions must be posted for 5 days prior to the next meeting once the changes have been made. This was effectively done with the public posting of the MATS Policy Committee meeting and the associated supplemental materials. Jim Lillo pointed out that, in addition to the modifications approved at the previous meeting, now that the boundary issue has been settled the first paragraph of bylaws needs revisions. Motion was made by Paul Wasek and seconded by Terry Palmer to modify the bylaws to reflect the entirety of Tittabawassee Township within the MATS area. Motion passed.

#### **C. Amendment of Public Participation Plan**

Maja presented the draft of the revised MATS Public Participation Plan, which has been posted for public comment until August 7<sup>th</sup>, 2018. This revision to the document, which is significant enough to require the new public comment period, comes about as a result of DART utilizing our Public Participation Plan as theirs. During the FTA triennial review, certain changes were suggested by FTA to add more specific information about how MATS will post things like meeting notices and documents, as well as how we will gauge the effectiveness of reaching the public through efforts such as our social media pages.

#### **D. MATS Definition of Regionally Significant Projects**

Maja presented a draft document entitled "Proposed Definition of Regionally Significant Project" to the committee. This definition, requested by MDOT, is designed to make clear the distinction between non-federally funded projects which need to go through the TIP amendment process, and those which can be handled via administrative modification.

Extensive discussion ensued. After clarification regarding further modifications to this definition as the need may arise, and clarification that this would not apply to projects that are capital preventative maintenance, a motion was made by Terry Palmer and seconded by Maria Sandow to adopt the definition, as modified to include all three criteria as mandatory. Motion passed.

#### **E. MATS TIP – Recent Administrative Modifications**

Maja briefly reviewed the list of recent TIP administrative modifications performed by MATS staff. These consist primarily of adjustments to transit entries, due to final funding numbers having been received for FY 2018. In addition, the Midland County Road Commission requested a change in the local match amount for the Poseyville Road project, amounting to less than 25% of the total project cost. Lastly, MDOT requested a small change to a region-wide GPA project. The TIP changes are summarized herein:

##### *FY 2017-2020 TIP (Main Project List)*

- FY 2018 – CCoM: 4 Bus Replacements, 5339 funds; **ADD** (Admin Modification)
- FY 2018 – DART: Transit Operating Assistance, 5307 funds; **COST** (Admin Modification)
- FY 2018 – DART: up to 2 Bus Replacements, 5339 funds; **COST** (Admin Modification)
- FY 2018 – DART: Preventative Maintenance, 5307 funds; **COST** (Admin Modification)
- FY 2019 – DART: up to 2 Bus Replacements, 5339 funds; **COST** (Admin Modification)
- FY 2018 - MCRC: Poseyville Road, Brooks Rd. to Gordonville Rd, CON phase, HRRR funds, **COST** (Admin Modification)
- FY 2018 – MDOT: Traffic and Safety Operations GPA, PE phase, HSIP funds, **COST** (Admin Modification)

##### *FY 2017-2020 TIP (GPA Details)*

- FY 2018 – MDOT: Signal Modernization US 10 BR (Eastman) @ Wackerly, PE phase, Traffic Operations & Safety GPA, STG funds, **ADD** (Admin Modification)

#### **F. JobNet Implementation**

Maja explained to the committee the extensive efforts towards the pending release of JobNet Phase 2. Specifically, MATS staff is currently working with MDOT Statewide Planning and other offices to ensure that all project information from the MATS TIP is correctly reflected in JobNet. This deadline was June 22, after which MDOT staff will be correcting and clarifying any entries that need to be changed. This means that until July 16<sup>th</sup> JobNet is essentially closed for new projects, and therefore no changes can be made to projects.

#### **G. Use of Rural and RTF Funds on Adjusted Census Urban Boundary (ACUB) Roads**

Maja summarized a recent memo from Dave Wresinski, Director of the Bureau of Transportation Planning at MDOT. This memo restates the history of past policy regarding the definition and implications of roads that follow the border or boundary of an Adjusted Census Urban Boundary. Previously, these roads had been classified as Urban, and thus Rural funds could not be utilized for projects along these roads. However, MDOT has recently received guidance from the FHWA that defines these ACUB boundary roads as a

special case, for which the use of STP Rural funding is allowed. MDOT now concurs with this and will allow rural funds to be used there going forward.

#### **H. MATS/SMATS/BCATS Meeting**

Maja reminded the committee about the MATS/SMATS/BCATS meeting, scheduled for August 30<sup>th</sup>, 2018, at 9:00 a.m at the MBS Airport. Although the meeting will feature a presentation from the FHWA on freight in the Great Lakes Bay area, the primary purpose of the meeting is to discuss topics important to regional collaboration and other issues relating to the three MPOs. Maja emphasized that all Technical and Policy Committee members are invited to attend.

#### **I. Other Events**

Maja announced to the committee MATS' participation in the 2018 Midland County Fair. As was done last year, MATS has rented space for a booth at the fair to display various aspects of the work MATS does, to further reach out to the general public, and to create opportunities for interaction with Midland county citizens.

In addition, the staff has recently spent some amount of time doing basic foundational work in organizing the 2020 MTPA conference that MATS will be hosting. This has involved making sure that sites are available for the conference, lodging, and training sessions, as well as evaluating preliminary costs for the various venues.

#### **8. Adjournment**

There being no further items for discussion, the July 10<sup>th</sup>, 2018 MATS Policy Committee meeting was adjourned at 11:06 AM.

The next meeting has been scheduled for August 7<sup>th</sup>, 2018, at 10:00 AM.

Respectfully submitted,

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